

MINUTES OF A MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA AT 2.30PM ON TUESDAY 1 JULY 2008

PRESENT

Mayor R D Keating, Deputy Mayor E H B Cole, Councillors N T Atkinson, R R Blair, R J Brine, N D Cruickshank, P G Farrant, K Felstead, D B Gordon and S L Stewart.

IN ATTENDANCE

Messrs J Palmer (Chief Executive Officer) and K A Lamb (Administration Manager).

For part of meeting - Messrs D Young (Manager Utilities and Roading), S Markham (Manager Policy and Strategy), J Millward (Manager Finance and Business Support), Ms J Ralph (Policy Analyst).

1. APOLOGIES

An apology was received and sustained from Cr D L Ayers.

2. CONFLICTS OF INTEREST

Councillor Cruickshank declared an interest in item 5.1 – Draft Statement of Intent for Prime Building Compliance Ltd for the year commencing 1 July 2008.

SUPPLEMENTARY AGENDA

A report was tabled without the notice required in accordance with the Local Government Official Information and Meetings Act. Mayor Keating advised the report is to consider the appointment of directors to the Canterbury Regional Governance Group : Economic Development. This will allow the first meeting of the group to take place on 18 July.

Moved Mayor Keating seconded Councillor Farrant

THAT the Council

- (a) **Considers** report no. 080627019801 – Canterbury Regional Governance Group - Economic Development - Appointment of Directors.

CARRIED

OBITUARY

Mayor Keating advised of the passing of Winifred Elizabeth Borrell last week. Mrs Borrell was one of the first two women Councillors elected to the Rangiora Borough Council where she served as a Councillor from 1986 – 1977. Members stood in silence as a mark of respect.

3. CONFIRMATION OF MINUTES

3.1 Minutes of a meeting of the Waimakariri District Council held on Tuesday 3 June 2008

Moved Mayor seconded Councillor Felstead

THAT the Council

- (a) **Confirms** as a true and correct record the minutes of a meeting of the Waimakariri District Council held on Tuesday 3 June 2008, subject to the following changes:

Urgent General Business – second paragraph. Delete the words “declared an interest” from the sentence.

Item 7.3 Beach access for whitebaiters page 7 second paragraph – replace Cr Gordon’s name with Cr Atkinson.

Open meeting – include the following statement after the decision in respect to going in committee – “Cr Gordon noted the member concerned was happy for the matter to be held in open meeting and the matter should have been considered in open forum”.

CARRIED

3.2 Minutes of the In Committee portion of a meeting of the Waimakariri District Council held on Tuesday 3 June 2008

Moved Mayor Keating seconded Councillor Felstead

THAT the Council

- (a) **Confirms** as a true and correct record the in committee minutes of a meeting of the Waimakariri District Council held on Tuesday 3 June 2008 subject to the minutes remaining in committee.

CARRIED

3.3 Minutes of a meeting of the Waimakariri District Council held on Tuesday 24 June 2008

Moved Mayor Keating seconded Councillor Gordon

THAT the Council

- (a) **Confirms** as a true and correct record the minutes of a meeting of the Waimakariri District Council held on Tuesday 24 June 2008, subject to Cr Cole’s name being replaced by Cr Blair for seconding the confirmation of the minutes of the Council meeting held on Wednesday 4 June 2008.

CARRIED

4. MATTERS ARISING FROM THE MINUTES

Stock Movement Bylaw. Mr Young advised the matter will be put in front of the Hearing Panel in July and a recommendation made to a subsequent Council meeting.

5. REPORTS

5.1 Jim Palmer (Chief Executive Officer) : Draft Statement of Intent for Prime Building Compliance Ltd for the year commencing 1 July 2008 (PRI-02)

Cr Cruickshank left the table during discussion and voting on this matter.

Mr Palmer advised the recommendations are the result of a workshop with members and Prime during the month. The one change relates to the profit being between 7.5 and 10%.

Moved Councillor Felstead seconded Councillor Gordon

THAT the Council

- (a) **Receives** report No 080620019078.
- (b) **Receives** the draft Statement of Intent for Prime Building Compliance Limited for the year commencing 1 July 2008.
- (c) **Advises** the directors of Prime Building Compliance Limited of the following matters that the Council suggests the directors consider prior to finalising the Statement of Intent:
 - i. Confirms Council's intent to retain Prime, as a CCTO, delivering services relating to building consents in the Waimakariri District, subject to achieving satisfactory performance, as outlined in the SOI.
 - ii. Requests, that during the 2008-09 year, Prime's focus should be on implementing service delivery improvements in the Waimakariri District.
 - iii. Requests that, during the 2008-09 year, the Company provides only short-term assistance to other TLAs, provided it does not detract from service delivery to Waimakariri District Council. This can be reviewed in conjunction with the Council once service delivery improvement initiatives are in place and operating effectively.
 - iv. Advises that a satisfactory profit target is that profit after tax is between 7.5% and 10% of shareholder funds, acknowledging that the Council may not receive a dividend as a consequence of achieving this profit target.
 - v. Signals that it would like pre-application counter services and service improvement initiatives to be funded from the Company's own revenue sources, and that the Company charges fixed fees for low value work, based on complete applications, and for this to be subsidised from the Company's revenue sources.
 - vi. Notes that the Company has flexibility in price setting to allow it to achieve the desired rate of return and also notes that the fees and charges are the Council's statutory responsibility and must follow appropriate notification procedure.

CARRIED

Cr Felstead noted the issues in question have been included in the final report.

Cr Gordon noted the revised profit target of 7.5 to 10% and pointed out the return will be significantly less than the last two years.

Cr Stewart whilst supporting the motion noted that the message has been delivered to Prime that the Council expects an impeccable delivery of service. There should not be a dividend returned to the Council. Prime should be touted as the pinnacle of customer services in building services.

Cr Felstead noted that it is not easy to achieve a break even basis, as this may lead to a small loss which would need to be funded by rates. This was pointed out by the Chair of Prime at the workshop.

5.2 Simon Markham (Manager Policy and Customer Service) : Review of District Promotion Services (ECD-03 GOV-01-11)

Cr Cruickshank re-joined the meeting at this time.

Mr Markham introduced the report on behalf of the working party. Information centres rely on Council funding up and down the country. However, they do have the opportunity to gain income from other sources. The business opportunities rely on the I-site accreditation and this gives the opportunity for additional income.

Mr Palmer advised the visitor centre has been receiving funding for around six years. Mr Markham outlined the funding basis for the Christchurch City Council and noted similarities with our district to smaller districts such as Ashburton. The income from other income for visitor centres seems to about 20-40% of the cost. The existing centre is about 75% rates funded.

Moved Councillor Atkinson seconded Councillor Stewart

THAT the Council

- (a) **Receives** report N° 080624019391.
- (b) **Thanks** Enterprise North Canterbury and its staff for the District Promotions services it has provided since 1 October 2005 and the results it has achieved, and for its participation in this Review.
- (c) **Resolves** to renew the District Promotions Contract with Enterprise North Canterbury for a further period of three years to 30 September 2011 on terms to be developed by the Chief Executive Officer to give effect to the findings in this Review Working Party report; the draft agreement to be considered by Council at a later meeting.
- (d) **Requests** Enterprise North Canterbury to work with Council and other interested parties to prepare by 30 November 2008 a District Visitor and Events Development Strategy that sets a 10 year vision and a specific direction for 3-5 years within which annual promotions activities can undertaken with greater strategic focus.
- (e) **Requests** Enterprise North Canterbury to work with Council staff to reconsider its draft 2008/09 District Promotions Business Plan to:
 - Progress the move beyond events funding administration to a more developmental role;
 - Segment the contestable events fund into three - being Major events, Events "seed" funding, and District community events funding - the latter category recognising events that may not draw significant visitors to the District, but which are District community celebration events;
 - Accelerate the trending down of the Rates contribution to Visitor Information Centre operations;
 - Further develop North Canterbury wide approaches and linkages;
 - Simplifying and streamlining event application requirements including establishing "accredited provider" status and appropriate circumstances in which advance funding is to be provided;
 - Further collaboration with business associations and organisers of events that draw visitors to, and showcase the opportunities presented to visitors by, the District's main towns.
- (f) **Retains** the District Promotions Working Party to participate on behalf of Council in the Strategy development exercise as per recommendation (d) above.

CARRIED

Cr Atkinson noted the working party spent some time discussing the contract. The Council needs to look at some of the dynamics of the district and how the district can move along

better. There are only two visitor centres in the country that make money. However, they do have the ability to become self-sufficient.

Cr Gordon in supporting 99% of the objectives reserved an opinion on the rates funding for the visitor information centre.

5.3 Mayor Ron Keating : Appointment to District Development Working Party (DDS-02-03)

Moved Councillor Cole seconded Councillor Atkinson

THAT the Council

- (a) **Receives** report N° 080613018287.
- (b) **Appoints** Councillor Cruickshank to the District Development Working Party.

CARRIED

Cr Gordon abstained from voting.

5.4 Simon Markham (Manager Policy and Customer Service) : North Canterbury Labour Market Strategy (EXT-17 GOV-01-11)

Mr Markham advised this is focused on the North Canterbury labour market with input from businesses in the district. There is an abundance of labour in the district that travel outside the district for work.

In respect to the number of workers coming from Christchurch, Mr Markham advised this could be made available from the recent census.

Moved Councillor Cole seconded Councillor Felstead

THAT the Council

- (a) **Receives** report N° 080624019390.
- (b) **Endorses** the North Canterbury Labour Market Strategy, April 2008.
- (c) **Notes** the requested participation by Council staff in strategy implementation especially in developing its "business friendliness" to minimise barriers to business and job growth.

CARRIED

6. COMMITTEE/COMMUNITY/WARD ADVISORY BOARD/WORKING PARTY MINUTES

6.1 Minutes of a meeting of the Greater Christchurch Urban Development Strategy Implementation Committee held on Monday 21 April 2008

Moved Mayor Keating seconded Councillor Felstead

THAT the information be received.

CARRIED

Mr Palmer noted the hearings were set down for June at the meeting in April. The hearings were subsequently delayed to early July.

6.2 Minutes of a meeting of the Mayoral Forum held on Monday 19 May 2008

Moved Mayor Keating seconded Councillor Felstead

THAT the information be received.

CARRIED

6.3 Minutes of a meeting of the Woodend Ashley Ward Advisory Board held on Tuesday 3 June 2008

Moved Mayor Keating seconded Councillor Felstead

THAT the information be received.

CARRIED

6.4 Minutes of a meeting of the Kaiapoi Community Board held on Monday 16 June 2008

Moved Mayor Keating seconded Councillor Felstead

THAT the information be received.

CARRIED

6.5 Minutes of a meeting of the Community and Recreation Committee held on Tuesday 17 June 2008

Moved Mayor Keating seconded Councillor Felstead

THAT the information be received.

CARRIED

6.6 Minutes of a meeting of the Oxford Eyre Ward Advisory Board held on Wednesday 18 June 2008

Moved Mayor Keating seconded Councillor Felstead

THAT the information be received.

CARRIED

7. SEALED AND SIGNED DOCUMENTS

s.223 RMA Certificate – Survey Plans	
RC085200	
RC085027	
RC075719	WDC, 346 Flaxton Road, Rangiora
RC065400	D B & S A Brown, 200 Greigs Road, Clarkville
RC075235	WDC, 27A – 27D Oxford Road, Rangiora
RC075524	Tipperary Farms Ltd, 54 Tulls Road, Waikuku
Contract	
CON200812	Contract 08/12, Mexted Performance Sports Surfaces Ltd, Southbrook Pk
CON200810	Contract 08/10, Mike Downs Contracting Ltd, Pears Road Construction

Dedication of Road	
2163144300	Ivor Robinson to WDC
Easement	
	EB Lifestyle Villas Ltd
	Pegasus Town Ltd
RC065065	WDC To Mainpower
2159220501	Subritzky to WDC, easement Railway and Station Roads, Southbrook
RC075072	K J Howard to WDC, easement Railway and Station Roads, Southbrook
RC075319	Black Case Ltd, easement Burnett Street Oxford
Land Transfer	
DDS-11-1 RES-04	Pegasus to WDC, WDC to Pegasus, exchange of land

Moved Mayor Keating seconded Councillor Blair

THAT the Council:

- (a) **Receives** the schedule of signed and sealed documents.

CARRIED

8. MAYORS DIARY FOR JUNE 2008

Moved Mayor Keating seconded Councillor Cruickshank

THAT the Council:

- (a) **Receives** report no 080625019480.

CARRIED

9. QUESTIONS

Nil

10. URGENT GENERAL BUSINESS

Ms Ralph and Mr Markham presented the report and advised the first meeting of the group is scheduled for 18 July.

Janet Ralph (Policy Analyst) : Canterbury Regional Governance Group: Economic Development – Appointment of Directors (GOV-15)

Moved Councillor Atkinson seconded Councillor Blair

THAT the Council

- (a) **Receives** report N^o 080627019801.
- (b) **Appoints** the following nominated representatives to be directors of the Canterbury Regional Governance Group: Economic Development:

Representative of:	Name of Nominee
North Canterbury TLA Councillor	John MacPhail
North Canterbury Industry	Ben Kepes
Christchurch City TLA Councillor	Mike Wall
Christchurch City Industry	Craig Boyce
Mid Canterbury TLA Mayor	Bede O'Malley
Mid Canterbury Industry	Jen Christensen
South Canterbury TLA	Warwick Isaacs
South Canterbury Industry	Richie Smith
Environment Canterbury	Frank Stewart
Iwi	Anake Goodall

(c) **Notes** the Terms of Reference for the incoming Directors

CARRIED

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 3.21 pm

Confirmed

Chairman
5 August 2008