MINUTES OF THE MEETING FROM THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON TUESDAY 5 JUNE 2018, COMMENCING AT 1PM.

PRESENT:
Mayor D Ayers (Chair), Deputy Mayor K Felstead, Councillors N Atkinson, K Barnett, A Blackie, W Doody, R Brine (departed at 3.03pm), D Gordon (arrived at 2.08pm), J Meyer, S Stewart and P Williams.

IN ATTENDANCE:
J Palmer (Chief Executive), S Markham (Manager Strategy & Engagement), R Qu (Property Assets Advisor), S Hart (Business and Centres Manager), T Ellis (Development Planning Manager), M O’Connell (Senior Policy Analyst), G Meadows (Policy Manager), S Collin (Infrastructure Strategy Manager), K Waghorn (Solid Waste Asset Manager) and S Nichols (Governance Manager).

The meeting moved into workshop at 1.55pm to discuss item 8.4 and reconvened formally at 2.21pm.

The meeting adjourned at 3.32pm and recommenced at 3.50pm.

1. APOLOGIES

Moved: Councillor Felstead Seconded: Councillor Williams

An apology was received and sustained from Councillor D Gordon for lateness and an apology was received and sustained from Councillor R Brine for early departure.

CARRIED

2. CONFLICTS OF INTEREST

Nil.

3. REGISTER OF INTERESTS

No changes to the Register were recorded.

4. ACKNOWLEDGEMENTS

Queens Honours were bestowed on two members of the Waimakariri community and acknowledged by the Mayor for their respective services.

Gabrielle Huria received a Member of the New Zealand Order of Merit (MNZM) for service to Maori and governance. Ms Huria is currently Acting Chair of the Tuahiwi Marae where she had led the development of a strategic plan and fundraised to build the whare extension.

Mary Mackintosh received a Queens Service Medal (QSM) for services to the community. Mrs Mackintosh has been involved with the Anglican Parish of Kaiapoi for 30 consecutive years, an active community volunteer, local school Board of Trustees member and involved with the Kaiapoi Pony Club for 25 years.

5. CONFIRMATION OF MINUTES

5.1. Minutes of a meeting of the Waimakariri District Council held on Tuesday 1 May 2018
Moved: Councillor Atkinson  Seconded: Councillor Felstead

THAT the Council:

(a) **Confirms** as a true and correct record the circulated minutes of a meeting of the Waimakariri District Council held on Tuesday 1 May 2018, subject to minor amendments.

CARRIED

5.2. **Minutes of the public excluded portion of a meeting of the Waimakariri District Council held on 1 May 2018**

This matter was dealt with in the Public Excluded portion of the meeting.

**MATTERS ARISING**

Nil.

6. **DEPUTATIONS AND PRESENTATIONS**

Nil.

7. **ADJOURNED BUSINESS**

Nil.

8. **REPORTS**

8.1. **Disposal of 44 High Street and 9 Ashley Street, Rangiora – R Qu (Property Assets Advisor) and S Hart (Business and Centres Manager)**

R Qu spoke briefly to the report, and explained the Public Works disposal process.

Councillor Felstead enquired how many car parks are affected. Staff advised 3.5 car parks was proposed to be sold to the adjoining neighbours being Rangiora Eye Care or the Salvation Army.

Councillor Atkinson enquired if for future roading proposals this was the right action. Staff commented on the reasonable timeframe involved, with any roading changes anticipated to be many years away, however if, in the future, land was required as roading it could be acquired.

Moved: Councillor Doody  Seconded: Councillor Atkinson

THAT the Council:

(a) **Receives** report No. 180124006057.

(b) **Support** vesting the land at 44 High Street and part of 8 Ashley Street to a local purpose reserve for community purposes, to the Waimakariri District Council.

(c) **Note:** Such land status change would exclude the north half of 8 Ashley Street in relation to the carpark area.

(d) **Approve** disposal of the balance land (carparks) of 8 Ashley Street pursuant to section 40 of the Public Works Act 1981.
(e) **Note:** Surplus land is required to be firstly disposed of to the former owner under section 40 of the Public Works Act 1981. Should the former owner decline the offer, then the land should be disposed of on the open market.

(f) **Appoint** the property manager to negotiate with adjacent property owners to sell surplus land at an agreed value.

CARRIED

Councillor Doody, stated that having the reasoning for the proposal explained, she was comfortable with the motion.

Mayor Ayers commented on Rangiora Eye Care proposing a major rebuild of their building in the coming months and the benefits of a title change.


T Ellis spoke to the report, commenting on the linkages with other key pieces of work currently being undertaken. This aspect outlines work between now and the end of the year and the steps that follow leading into 2020.

Councillor Barnett enquired about steps for consulting with the whole district and the ability to feed into the Development Strategy. T Ellis explained consultation undertaken to date, and how this aspect of work is a more detailed step from the District Development Strategy (DDS). In a supplementary question Councillor Barnett asked if there is a change from broader consultation, and does there need to be changes to the DDS. T Ellis commented it would be looked at again however staff did not anticipate further changes being required.

Councillor Atkinson, commented on natural hazards in relation to each recommendation, enquiring if there were going to be recommendations or decisions regarding natural hazards that would have impacts later, how that would be handled and how elected members get involved. T Ellis, advised that this scope paper does not get into that aspect as it has a focus on short to medium term ie 10 years 2028, however other work streams look at coastal hazards. T Ellis spoke of the planning framework, Greenfields and boundaries with the bigger question involving the 15 to 30 year time frame and how the Council tackles the longer term issues. T Ellis spoke of the District Plan process and what neighbouring Councils are doing, including receiving flooding and coastal information, with any decisions yet to be made in a policy context.

Councillor Atkinson enquired what stage neighbouring Councils are at with this review. Staff advised Christchurch City were looking at some environmental aspects and undertaking another consultation process.

Councillor Blackie enquired about the submissions from the Runanga. T Ellis advised staff would circulate the information to members.

Moved: Mayor Ayers Seconded: Councillor Barnett

**THAT** the Council:

(a) **Receives** report No. 80524057371.

(b) **Ratifies** the Future Development Strategy scoping paper as set out in Attachment (i).
Notes that the draft Future Development Strategy, when complete, will be presented to individual partners for ratification and to allow public consultation to occur in August 2018.

Agrees that the development of the future development strategy, and the associated consultation process, occurs using the Local Government Act 2002 and is undertaken in accordance with Part 6 of the Act and the significance and engagement policies of the partner councils.

Notes that Ngāi Tahu GCP representatives are currently considering some proposed additional amendments to the Future Development Strategy scoping paper to ensure the values and aspirations of Ngāi Tahu are appropriately reflected, and that staff will report back to the Council if any proposed amendments are deemed significant.

CARRIED

Mayor Ayers stated this is an important and significant aspect for the Greater Christchurch Partnership, commenting on linkages. He remarked that it is not a simple process, nor to get common agreement on some aspects, however there is a strong need to work together to understand each other on housing and business growth across the Greater Christchurch area. Mayor Ayers commented on a recent Christchurch City debate on the matter, and the importance of standing up for our District.

Councillor Barnett agreed that Waimakariri needed to continue being part of the Greater Christchurch conversation, however she expressed some concerns related to wanting to see the district not becoming one of two halves (Greater Christchurch and the rest), and also the rest of the district not feeling excluded from the Settlement Pattern Review which is a necessary part of the process. Councillor Barnett stated she did not hold concerns in relation to natural hazards as these would be taken into consideration however sought more steering on a national basis in relation to ocean and climate change matters. Councillor Barnett remarked that settlement patterns were important and urgent for this district due to the continuing growth factors and welcomed the peer review mentioned in the report. Councillor Barnett commented on the good relationships with Christchurch City and was supportive of that continuing. Councillor Barnett stated she looked forward to the work the Waimakariri representatives undertake and feeding that information into the Waimakariri District Development Strategy.

Councillor Atkinson stated he agreed with most aspects of the report, commenting on consequences, how information comes back to elected members, particularly natural hazards and the importance of staying well informed. Councillor Atkinson reflected on the Greater Christchurch discussions, and balancing the relationship with neighbouring Councils, whilst ensuring the most appropriate outcome occurs for this District. Councillor Atkinson remarked on the need to ensure the settlement patterns are appropriate for this district.

Councillor Felstead spoke of the need to move forward with this project, reflecting on tension with the Greater Christchurch partnership, however he was confident that with staff working together all the Councils will achieve an appropriate outcome. Councillor Felstead commented on the Greater Christchurch boundary line, and the desire to receive a report on the advantages and disadvantages of the boundary line, and reassess matters in the future.

In his right of reply, Mayor Ayers remarked this stage is the beginning of a process and there will be many opportunities with neighbouring Councils to exchange views. Mayor Ayers cautioned Councillors on the Greater Christchurch boundary line, with Oxford being unaffected, however it does...
impact on future development on the edge of Rangiora. Mayor Ayers commented on territorial authorities’ involvement.

8.3. **Draft Business Zones 1 and 2 Public Spaces Policy – M O'Connell (Senior Policy Analyst)**

M O’Connell explained the purpose of this policy, and how it assists business activities in the five main towns. The policy is designed to be complimentary to existing policies and town centre strategies, along with matters relating to parks, signage and charity collection bylaws. The policy is about promoting accessibility and health, and also discusses fees for licences to occupy (i.e. outdoor dining areas) in an equitable way.

Councillor Felstead enquired if the policy is consistent with existing bylaws, and does not create confusion between policy and bylaws. Staff explained this policy provides direction but is not in conflict with the enforceable bylaws.

Mayor Ayers queried ease of changing the policy if a bylaw is consulted and changed. Staff advised the policy was not designed to be prescriptive and would come back to the Council for a review or amendment when required. It was seen as having a three to five year lifespan. Mayor Ayers commented on the District Plan in relation to signage. Staff commented the policy was complimentary but the District Plan related to private land, whereas this policy relates to public space in Business 1 and 2 Zones.

Mayor Ayers enquired about the Skateboard Bylaw. Staff advised it was due to lapse in 2019. The Mayor advised he would like to see that particular bylaw reviewed in 2019. Staff noted the comments.

Councillor Barnett queried the policy in relation to two metre wide continuous footpath space, and whether Woodend and Oxford areas can meet those specifics. Staff advised the matter was currently out for consultation and accepted those town areas may have 1.8m wide footpaths.

Councillor Brine queried past issues with begging and window washers and whether it was covered in the policy. Staff advised those particular matters were linked with the Charity Bylaw.

S Markham spoke of the policy framework for behaviours in public spaces, and the balance with feedback anticipated through the consultation process. The overarching aspect is for the business zones to be enjoyable and accessible. The policy is expected to raise conversations, particularly in relation to behaviours.

Councillor Doody enquired if the policy would include prostitution. S Markham commented on the national law and the opportunity for local bylaws, however no one has yet said this District needs to deal with that issue.

Moved: Councillor Atkinson  Seconded: Councillor Felstead

**THAT** the Council:

(a) **Receives** report No. 180507049501.

(b) **Approves** the exposure draft Business Zones 1&2 Public Spaces Policy to be released for public consultation, consultation which includes targeted engagement with Zone 1&2 businesses and business support agencies.
(c) **Delegates** to the Mayor and Chief Executive responsibility for approving any alterations, additions or deletions that may be required prior to release for consultation.

(d) **Circulates** copies of this draft policy to the Community Boards.

**CARRIED**

Councillor Atkinson remarked on potential double ups with policies and bylaws, and how he personally believed some bylaws may not be necessary. Councillor Atkinson looked forward to community feedback as it will assist with showing what is important to the community.

Councillor Felstead was supportive of the policy, commenting it could be refined once feedback occurs. He commented on linkages to aspects of bylaw, policy and the District Plan.

Mayor Ayers commented on the importance with inclusions/exclusions prior to the consultation being released, noting that public begging is included in the charity collections bylaw and the reasoning behind it.

Councillor Barnett reflected on past consultation and focus groups rather than the general public. Councillor Barnett remarked on balancing differing views of public groups verse business groups, and ensuring that the Council is as consistent as possible for the business areas, acknowledging the level of service does vary across the five towns, especially in Woodend and Pegasus. Councillor Barnett remarked on business developing areas such as Mandeville.

8.4. **Draft Submission to the Productivity Commission’s draft report on a Low-emissions Economy – G Meadows (Policy Manager)**

G Meadows spoke briefly to the report, reflecting on previous discussions with the Council and outlining the timing going forward.

The Council moved into workshop to discuss matters further in broad terms. The workshop occurred from 1.55pm to 2.21pm. 

*Councillor Gordon arrived at 2.08pm during the workshop session.*

Moved: Councillor Barnett    Seconded: Councillor Blackie

**THAT**

the Council:

(a) **Receives** report no. 180521055321.

(b) **Workshops** the attached draft submission to the Productivity Commission draft report to reach consensus on a Council submission;

(c) **Authorises** the Mayor to make changes to the attached draft submission to the Productivity Commission draft report on a *Low-emissions Economy* (TRIM 1805210555261);

(d) **Approves** the distribution of the Council submission to Community Boards for their information.

**CARRIED**

Councillor Gordon Abstained

Councillor Barnett commented on the work in progress, interesting consultation and future impacts on the community.

Councillor Doody stated her appreciation for the workshop discussion.
9. MATTERS REFERRED FROM COMMITTEES AND COMMUNITY BOARDS

9.1. Collection Bin Ownership – S Collin (Infrastructure Strategy Manager)
(referred to report no. 180502047890 to the Solid and Hazardous Waste Working Party meeting of 15 May 2018)

S Collin spoke briefly to the report and the options considered.

Councillor Williams sought clarity on options, particularly in relation to the impacts on local contractors. J Palmer referred to page 93 and the order paper (summary agenda) clarifying the recommendation from the Working Party.

Mayor Ayers enquired if the investigation had been held and when will it be reported back. S Collin confirmed the investigation had occurred and staff would report back to the Working Party later in the month.

Moved: Councillor Doody  Seconded: Councillor Gordon

THAT the Council:

(a) **Receives** report No. 180502047890.

(b) **Requests** staff to develop the contract documentation for kerbside collection contracts on the basis that the contractor will own the bins.

(c) **Requests** staff investigate the practicality and probity of including in the tender documents, the ability for tenderers to put in alternative bids based on Council owning the bins.

CARRIED

Councillor Doody reflected on the Working Party meeting where the matter was well debated, particularly the aspect of the cost factors.

Councillor Gordon concurred with the full and robust discussion held at the Working Party, and how the group was conscious of the costs to the Council.

Councillor Brine stated he was reluctantly supportive of the recommendation, reflecting on previous conversations related to three bin ownership, however he understand views taken in relation to the impact on the Council balance sheet.

9.2. Review of Options for Transfer Station Operations and Maintenance – K Waghorn (Solid Waste Asset Manager)
(referred to report no. 180502048027 to the Solid and Hazardous Waste Working Party meeting of 15 May 2018)

K Waghorn spoke to the report, and reflected on stages taken to date, outlining the risks associated with delaying tendering the contract.

There were no questions from elected members.

Moved: Councillor Gordon Seconded: Councillor Brine

THAT the Council:

(a) **Receives** report No. 180502048027.

(b) **Notes** that the Section 17A review of the Delivery of Refuse and Recyclables Transfer Services and Kerbside Collection services (TRIM 160504040305) was circulated to the members of the SHWWP by email on 9 April 2018.
(c) Approves Option 5: modify the scope of the review and do not delay tender preparation.

(d) Approves that the tender documents will be initially prepared on the basis that the operation and maintenance of Oxford Refuse Transfer Station and Southbrook Resource Recover Park will be out-sourced, with an allowance for support by a community group for resource recovery activities.

(e) Notes that both contracts are scheduled to commence in July 2019 and that the contract terms have yet to be finalised.

(f) Notes that the most appropriate time for undertaking a full Section 17A review of service delivery would within two years of the end of the new contracts.

(g) Notes staff will bring a further report to the SHWWP for decision on the contract term.

CARRIED

Councillor Gordon advised staff reflected the discussions and the Working Party recommendations well and was supportive of matters discussed.

Councillor Brine reflected on the benefits to tendering, cost benefits and future discussions.

9.3. Mayoral Forum mid-term Review May 2018

J Palmer spoke to the information and activities of the Canterbury Mayoral Forum, including the work undertaken recently. He spoke of the advocacy undertaken on behalf of Canterbury to central government and the network of staff trying to progress matters on behalf of Canterbury. J Palmer shared his views that the Chief Executive and Mayoral Forums are undertaking worthwhile work on behalf of Canterbury.

Councillor Stewart referred to the Canterbury Water Strategy update, the nitrate report, and a recent joint workshop with the Christchurch West Melton Water Zone Committee. She enquired as to what information had been conveyed to the Mayoral Forum relating to the nitrate report. J Palmer advised information had been updated and a workshop would be held with the Council later in June. It was explained that the Mayoral Forum recently received a brief synopsis from each Water Zone Committee.

Moved: Mayor Ayers    Seconded: Councillor Atkinson

THAT the Council:

(a) Receives for information Item 9.3.

CARRIED

Mayor Ayers reflected back to 2013 and the increased activism undertaken by Canterbury. He believed the only area of caution is other regional bodies and ensuring work was not being doubled up that could cause confusion.

10. HEALTH AND SAFETY

Health and Safety Report – May – J Palmer (Chief Executive)

J Palmer advised the incorrect report was included in the agenda as it repeated from the April meeting. A brief verbal update was provided, particularly in relation to a
contractor's operation on a new subdivision and subsequent actions taken. It was advised the July agenda would include the report for May and June.

11. COMMITTEE/WORKING PARTY/JOINT COMMITTEE MINUTES FOR INFORMATION

11.1. Minutes of a meeting of the Utilities and Roading Committee held on 17 April 2018

11.2. Minutes of a meeting of the District Planning and Regulation Committee held on 17 April 2018

11.3. Minutes of a meeting of the Solid and Hazardous Waste Working Party held on 15 May 2018

11.4. Minutes of a meeting of the Community and Recreation Committee held on 22 May 2018

Moved: Councillor Blackie  Seconded: Councillor Felstead

THAT the information in items 10.1-10.4 be received.

CARRIED

12. COMMUNITY BOARD MINUTES FOR INFORMATION

12.1. Minutes of a meeting of the Kaiapoi-Tuahiwi Community Board held on 16 April 2018

12.2. Minutes of a meeting of the Oxford-Ohoka Community Board held on 3 May 2018

12.3. Minutes of a meeting of the Rangiora-Ashley Community Board held on 16 May 2018

12.4. Minutes of a meeting of the Kaiapoi-Tuahiwi Community Board held on 21 May 2018

Moved: Councillor Felstead  Seconded: Councillor Williams

THAT the information in items 12.1 to 12.4 be received.

CARRIED

13. CORRESPONDENCE

Nil.

14. MAYOR'S DIARY

Mayor’s Diary 24 April – 29 May 2018

An updated document was circulated to the Councillors prior to the meeting.

Moved: Mayor Ayers  Seconded: Councillor Felstead

THAT the Council:

(a) Receives report no. 180525057986

CARRIED

15. COUNCIL PORTFOLIO UPDATES

15.1. Iwi Relationships
Mayor Ayers noted the Queens Honour to Gabrielle Huria.

15.2. **Canterbury Water Management Strategy**

Councilor Stewart provided an update on the Zone Implementation Plan and Sub-Regional Plan, noting that its timetable has been extended out by two months. There will be a briefing at the upcoming Utilities & Roading Committee on nitrates.

Councilor Stewart reported on the recent community meetings and implications on farming practices, commenting on good management practices and the challenges ahead. Councilor Stewart commented on a recent joint meeting with the West Melton Water Zone Committee and other Zone workshops and spoke of upcoming meetings and the process going forward.

**Councillor Brine departed the meeting at 3.03pm.**

Mayor Ayers asked if economic effects are being considered by the Water Zone Committee. Councilor Stewart advised that question is raised often, reflecting on the benefits to the wider community with cleaner waterways for recreation, and acknowledging that much is focused on farming. J Palmer commented on the economic effect of changes to achieve the proposed nitrate reductions. He acknowledged there will be a consequential loss from that but also benefits in other areas of the community. J Palmer also commented on research being undertaken on farms in relation to the reduction of nitrates and current farming practices. Change is going to be required to achieve the desired outcome for improved water.

Councilor Stewart commented on private wells and potential impacts on those properties in the future in relation to drinking water standards.

Councilor Gordon queried economical and community effects Mycoplasma bovis and whether the wider picture is being considered. J Palmer spoke of impacts on the farming sector and regional support to farmers affected by Mycoplasma bovis.

Councilor Gordon sought clarification on of direct Council input into the decisions of the Joint Water Management Strategy. J Palmer explained the process.

15.3. **International Relationships**

Councilor Felstead commented on the recent visit to China and the very busy schedule. Councilor Felstead believed progress had been made and the delegation had built on relationships started from the previous visit. It was a positive trip with progress particularly occurring in relation to education linkages. A representative from BDO Spicer was part of the delegation and assisted opening doors to new opportunities for the District.

Mayor Ayers commented on other opportunities that have come to light due to the delegation visit.

15.4. **Regeneration (Kaiapoi)**

Councilor Blackie reflected on an update from the Food Forest group and commented on work being undertaken in Feldwick Drive.

16. **QUESTIONS**

Nil.
17. **URGENT GENERAL BUSINESS**

Nil.

*Council adjourned at 3.32pm and recommenced at 3.50pm.*

18. **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

*Section 48, Local Government Official Information and Meetings Act 1987*

Moved: Mayor Ayers    Seconded: Councillor Felstead

**THAT** the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

<table>
<thead>
<tr>
<th>Item No</th>
<th>Minutes/Report of:</th>
<th>General subject of each matter to be considered</th>
<th>Reason for passing this resolution in relation to each matter</th>
<th>Ground(s) under section 48(1) for the passing of this resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>18.1</td>
<td>Minutes of the public excluded portion of Council meeting of 1 May 2018</td>
<td>Confirmation of minutes</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
<tr>
<td>18.2</td>
<td>Report of Rob Hawthorne (Property Manager)</td>
<td>Disposal of Silverstream land</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
<tr>
<td>18.3</td>
<td>Report of Raymond Qu (Property Assets Advisor) and Simon Hart (Business and Centres Manager)</td>
<td>Strategic Property Purchase</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
<tr>
<td>18.4</td>
<td>Report of Raymond Qu, (Property Assets Advisor) and Simon Hart (Business and Centres Manager)</td>
<td>EOI Result and Change Tender to negotiation for 137 Williams Street, Kaiapoi</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
<tr>
<td>18.5</td>
<td>Report of Simon Hart (Business and Centres Manager) and Rob Hawthorne (Property Manager)</td>
<td>FENZ Proposal</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
</tbody>
</table>

**CARRIED**

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

<table>
<thead>
<tr>
<th>Item No</th>
<th>Reason for protection of interests</th>
<th>Ref NZS 9202:2003 Appendix A</th>
</tr>
</thead>
</table>
18.1 – 18.5
Protection of privacy of natural persons
To carry out commercial activities without prejudice

A2(a)
A2(b)ii

CLOSED MEETING
The public excluded portion of the meeting occurred from 3.50pm and closed at 5.45pm.

19. NEXT MEETING
The next scheduled meeting of the Council is on Tuesday 3 July 2018 commencing at 1pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 5.46PM.

CONFIRMED

__________________________
Chairperson

__________________________
Date