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

PRESENT:
Mayor D Ayers (Chair), Deputy Mayor K Felstead, Councillors N Atkinson, K Barnett, A Blackie, R Brine, W Doody (arrived 3.25pm for item 8.5), D Gordon, J Meyer, S Stewart and P Williams.

IN ATTENDANCE:
J Palmer (Chief Executive), G Cleary (Manager, Utilities & Roading), S Markham (Manager, Strategy & Engagement), P Christensen (Finance Manager), J McBride (Roading and Transport Manager), K Simpson (3Waters Manager), C Roxburgh (Water Asset Manager), and S Nichols (Governance Manager).

The meeting adjourned at 3.09pm and reconvened at 3.25pm.

1. APOLOGIES
Moved Councillor Felstead seconded Councillor Atkinson
An apology for lateness was received and sustained from Councillor Doody.
CARRIED

2. CONFLICTS OF INTEREST
Nil.

3. ACKNOWLEDGEMENTS
Mayor Ayers acknowledged the passing of Harry Aimer who was an intern last year with the Utilities and Roading team. The Council and staff extend sympathy to friends and family of Harry.

Mayor Ayers commented on the upcoming Armistice Day, commemorating the 100th anniversary to the end of World War One. Wreaths would be laid at Kaiapoi and Rangiora cenotaphs on behalf of the district.

4. CONFIRMATION OF MINUTES

4.1. Minutes of a meeting of the Waimakariri District Council held on 2 October 2018
Moved Councillor Atkinson seconded Councillor Blackie
THAT the Council:
(a) Confirms as a true and correct record the circulated minutes of a meeting of the Waimakariri District Council held on 2 October 2018.
CARRIED

4.2. Minutes of the public excluded portion of a meeting of the Waimakariri District Council held on 2 October 2018
The matter was dealt with in the public excluded section of the meeting.
MATTERS ARISING

Nil.

5. DEPUTATIONS AND PRESENTATIONS

5.1. Pegasus Golf Club

Mr Sam Huo representing the ownership of Pegasus Golf Club, presented information on development plans for the Club and future tournaments. The Pegasus Golf Club will host the New Zealand PGA in March 2019 and has rights to further two tournaments. Future development plans include a hotel complex and training academy. Building consent had recently been approved, and Mr Huo was working with staff on consenting aspects for the event.

Councillor Atkinson enquired as to the next steps regarding Council support. J Palmer advised that engagement with the partnership had already commenced. ENC are a potential resource for the PGA venture and Mr Huo had been encouraged to submit to the Annual Plan for future years.

Mayor Ayers thanked Mr Huo for his presentation and wished him all the best for the March event.

6. ADJOURNED BUSINESS

Nil.

7. REGENERATION REPORTS

7.1. Adoption of Reviewed Kaiapoi Town Centre Plan – 2028 and Beyond – Draft Kaiapoi Town Centre Plan Submissions Hearing Panel (Mayor Ayers, Councillors Blackie and Meyer)

S Markham presented the report, briefly outlining the hearing and deliberation process. It was recognised that today signalled a culmination of a large piece of work to this point in the regeneration of Kaiapoi. Generally the plans had been well received from the community. S Markham commented on it being an ambitious view for Kaiapoi as a long term project, and a number of companion projects were underway. Staff were turning their minds to the next stage and the anticipated increase in interest from both developers and the general public.

Councillor Stewart welcomed the document, enquiring as to the next reporting stage. S Markham advised there was an expectation to continue to report to both the Kaiapoi Regeneration Steering Group and Kaiapoi-Tuahiwi Community Board as aspects were interrelated with the existing town and the Kaiapoi Town Centre plan, commenting on the how the different business areas relate to each other.

J Palmer spoke of the integration between existing and new development, particularly in the mixed use business areas and expressions of interest with consideration on how to give best effect to that. He commented that the Council was not yet resourced to take a developer approach and matters were to be considered further, along with a number of other challenges. Staff were undertaking advice on how best to implement the business plan before holding further discussions with the Council.

Councillor Barnett enquired how the plan is going to link in with community groups waiting to use space and co-ordination between business and recreation. S Markham commented on the Regeneration team and the growing list of expressions of interest, including river use. A document was being developed.
setting out responsibilities of the Council, the regulatory area (particularly with relation to the river), and reporting to the Community Board in the first instance.

Councillor Stewart sought clarification on timing of the first irritation of such a document. Staff advised it was anticipated to be ready in February or March to coincide with a framework for activation.

Moved Councillor Blackie seconded Councillor Atkinson

THAT the Council:

(a) Receives report No. 181001113553
(b) Notes the summary of public submissions received, and the Kaiapoi Town Centre Plan Hearings Panel’s recommendations.
(c) Adopts the attached Final Draft version of the Kaiapoi Town Centre Plan – 2028 and Beyond (Trim 181017121695) as the finalised version of the Plan.
(d) Circulates a copy of this report to the Community Board's for their information.

CARRIED

Councillor Blackie stated it was an excellent framework with many people contributing to create a plan with flexibility, emphasising the vitality factor and the link between the land and the river.

Councillor Atkinson thanked all the groups involved. He believed ‘enabling’ and ‘vibrancy’ were two key words that will get this plan into action and make Kaiapoi great. He reflected on the previous plan, remarking that 90% was activated, until the September 2010 earthquake occurred.

Councillor Stewart endorsed the plan, acknowledging the effort to pull all the community thoughts together. Councillor Stewart stated the desire to see the momentum continue and put Kaiapoi on the map where it should be and to fulfil the community aspirations and desires. She welcomed the next update and an activation plan that delivers.

Mayor Ayers reflected on how aspirations for towns change over time, however aspirations and vibrancy remains. He commented that the Council can do so much, such as develop frameworks and then the private sector need to take the next steps. The goal was to provide a future for central Kaiapoi he remarked.

Mayor Ayers reflected on the Kaiapoi Regeneration Steering Group meeting from the previous evening where discussion had involved linkages between sports fields, lighting and commented on differences between the regeneration work and the town centre work.

Councillor Barnett reflected on her involvement in the first town centre plan, prior to the earthquakes, and the importance of business and community connections, along with practicalities of water and sewer. Councillor Barnett commented on the Council taking a facilitation role, the importance of proposals being affordable for business and community. She encouraged staff to keep the coordination and momentum going.

S Markham introduced Alistair Gray as the new Communications and Engagement Manager.
8. REPORTS

8.1. Carryover Budget Adjustments 2018-19 – P Christensen (Finance Manager)

P Christensen spoke to the report which provides information about changes to the capital project budget that was proposed in the Long Term Plan. The changes are a result of a number of projects programmed for completion that were not completed as anticipated in the previous year. Budgets have therefore been carried forward to the 2018/19.

J Palmer provided more context and expressed disappointment at such information being presented. He explained the normal process for budgets which included assessments in April and likely funding to be carried forward from June. What has happened is that there are 110 projects that were anticipated to be completed, but were not complete and did not get included in the carry-forward budget. This is a higher level of projects than is acceptable and acknowledged the processes have not been as robust as it should be. J Palmer explained what the current situation means being; (a) that the overall financial position of the Council is unchanged, as the vast majority are loan funded and it relates more to a timing issue than financial and (b) the impact on the coming years capital works programme, which has essentially added these projects to the current year to complete. Resourcing is not impacted hugely, as many projects are well underway. J Palmer provided examples such as West Bell advising that further information on the broader programme will be provided at the upcoming November Audit and Risk Committee meeting.

Councillor Stewart enquired if this situation causes at risk to the Council rating from Standard and Poors, recalling previous discussions and concern regarding the management of the capital works programme. J Palmer advised that Standard and Poors had put the Council on negative watch with the retention of the AA credit rating. The work that is occurring and discussed at the upcoming Audit and Risk Committee meeting will address many of those concerns and this issue alone should not unduly affect the rating. Standards and Poors are scheduled to visit in March 2019. J Palmer spoke of the energy currently being spent on actively understanding and managing the capital works programme acknowledging the significance of the matter and the need to deliver on what the Council has committed to.

Councillor Williams queried the $12m increase in the budget. J Palmer explained carry forwards with funding accounted for in budgets and the timing of loan funding required that off-sets the budget so overall there is no funding effect. In a supplementary question Councillor Williams enquired why does it happen and what are we doing to rectify it. J Palmer commented on a combination of factors. It was acknowledged that staff are good at project management and estimate the time required to complete a project, however staff tend to be optimistic on commencement time of projects, particularly when requiring resource consent and consultation which affects commencement timing. Secondly our programme management is overly optimistic and too reliant on project staff. He provided the example of 300 projects that individually make sense but when all the projects are put together it often impacts on the same key individuals required for business as usual. J Palmer spoke of impacts, changes to programmes and workflows, providing examples and changes made to spread projects over several years with planning in year one and delivery in year two, however sometimes a bow wave occurs. J Palmer acknowledged the programme monitoring is not tight enough with adequate forecasting, despite quarterly reviews and monthly reporting. It was acknowledged that some of the projects are genuinely beyond the control of the Council and provided the example of the Townsend Road development. J Palmer stated the Council have the competence, capability and willingness, but sometimes resources are stretched and there is a need to more accurately manage projects and timelines. Whilst there will always be carry-overs it was
Councillor Gordon acknowledged that this year the level was higher than management was comfortable with.

Councillor Gordon queried if there is enough resource available and if a peer review or outside advice is required as he held concern at the outcome of future Standard and Poors rating. J Palmer spoke of conversations occurring at present related to senior experienced resources to provide dedicated capacity for large projects however the timeframe of matters coming to fruition is three to four months away. Further discussion will occur as part of the Audit and Risk briefing later in November.

Councillor Atkinson queried the analysis process and the resource involved. J Palmer commented on the expectation on managers for monitoring BAU, having a broad understanding of project work and providing some co-ordination of the project delivery work. Part of the solution being considered is a corporate project manager however improved discipline for day to day activity is also acknowledged.

Councillor Atkinson queried the option of the report potentially laying on the table until the upcoming Audit and Risk Committee meeting which would discuss a way forward. J Palmer encouraged members to pass a resolution as recommendations (b) and (c) are a past reality. The upcoming Audit and Risk conversation would be more about what needs to come.

Moved Councillor Atkinson  seconded Councillor Gordon

**THAT** the Council:

(a)  **Receives** report No. 181003115088.

(b)  **Approves** the budgets for the 110 changes to the 2018-19 capital programme;

(c)  **Notes** the capital works programme will increase by $12.8 million to $85.3 million;

(d)  **Notes** 19 of these projects were completed between July and September 2018;

(e)  **Notes** that all projects are forecast to be completed this financial year, excluding multi-year projects/programmes

(f)  **Notes** that a comprehensive briefing will be provided at the Audit and Risk Committee on 20 November 2018 on the status of 2018/19 capital programmes and discussion to include potential solutions.

**CARRIED**

Councillor Atkinson reflected on previous discussions (over many years) related to carry-over budgets. Councillor Atkinson stated he was disappointed to see the level of carry-over budget and the matters raised today however he accepted the Chief Executive’s explanation. He stated it is important now to focus on the solution going forward and believed the motion will attribute to that solution.

Councillor Gordon echoed comments of his colleague. He stated the Councillors challenge is to get a better understanding and improved process, including the solution as a team because we are all in this together. Councillor Gordon spoke of his concern at the high workload of managers, often across multiple projects and sought reassurance that the Council have the resource capacity for the complex business that is the Council. He commented on the need to do better at explaining situations and mitigating risks, including to Standard and Poors. Councillor Gordon believed the actions of how the Council
moves forward, will be what people will judge us on. He welcomed the upcoming briefing and solutions.

Councillor Stewart stated she welcomed the upcoming briefing session. Councillor Stewart believed that at 56% of completed projects it would be the worst year, in her recollection, of not getting projects completed and having to explain to Standard and Poors as they have previously specifically queried the ambitious capital works programme. Councillor Stewart reflected on past incidences where she had raised concerns including at the Long Term Plan adoption of what she believes to be one of the most challenging capital works programmes undertaken, and the assurance that was provided at the time that the timeframes were achievable. Councillor Stewart remarked the Council have an excellent team of competent staff but she held concern at the resource levels and ability to deliver in the current challenging environment, which she believes is unlikely to ease with the pending Water Zone proposals. Councillor Stewart was supportive of additional staff in the capital works area as there is a need to deliver to meet the community expectation.

Councillor Barnett reflected on the year of the red zoning when that strained resources, and the trying circumstances in past year with unexpected project work (referring to the government water inquiry) and staff resourcing. Councillor Barnett remarked to the difficulty to find the right experienced resource at a leadership level, and was supportive of more resource, acknowledging it takes time. Councillor Barnett was supportive of the staff and Chief Executive and welcomed the opportunity to discuss solutions and the way forward in the coming weeks.

Mayor Ayers commented on the Council role as governance, thinking about Annual Plan and future years, and what we do as Councillors. He stated the first responsibility is to asset management and a growing district which involves capital work. We also have views, particularly at budget time of what future rating levels may be and these matters are not unrelated. Mayor Ayers suggested that perhaps consideration of how the Council look at timing of projects and budgeting over several years, is a question for the upcoming budget meetings in January. These are considerations we need to bear in mind he stated. Mayor Ayers reflected that staff resourcing (not ability) is a budget consideration in itself.

In his right of reply Councillor Atkinson spoke of the partnership between Governance (the Council) and Management and how collectively the matter will be rectified. It is acknowledged by all that the situation is not acceptable however all are responsible for such a complex business and by working together they will move forward.

8.2. Re-allocation of Footpaths Maintenance and Renewals Funding to New Footpaths – J McBride (Roading and Transport Manager)

J McBride spoke to the report recommending that it be read in conjunction with the two reports following on the agenda.

Councillor Barnett reflected on the review of service levels and deficiencies across the district, asking when those areas not currently being met for footpath levels of service were going to be reviewed. J McBride advised the subject had been covered in a report to the August meeting of the Audit and Risk Committee. A previous report was produced in 2014. Staff were aware of concerns in Woodend and Ravenswood (North Woodend) in particular, and were currently working with NZTA as part of their project. There was a need to understand key connectivity before proceeding further and options available for funding. Workshops would be held with the Community Boards during November and December to run in parallel with NZTA discussions.
Councillor Barnett commented on urban standardisation and speed limits of 50kph. J McBride commented on the level of service and footpaths were not tied to road speed limits. When a speed limit is reviewed a footpath may be factored in on usage levels but not the level of service aspect.

Councillor Barnett remarked on complaints she had received from elderly related to trip hazards and vegetation, enquiring if there was enough spent on maintenance. J McBride explained the process and commented that footpath maintenance was sufficient and staff were working on being more proactive with monitoring, inspections and maintenance occurrence.

Councillor Gordon enquired on subdivision standards of concrete or asphalt footpaths, and ease of repair. J McBride commented that both surfaces have advantages and disadvantages such as lifespan, cracking or issues with tree roots lifting paths, reflecting on different examples in the district. Staff are working with Sicon on trialling aspects to assist with a reduction of trip hazards. Councillor Gordon suggested the matter could be considered for a workshop topic at a future Utilities and Roading Committee.

Moved Councillor Barnett seconded Councillor Felstead

THAT the Council:

(a) **Receives** report No. 181024124660;

(b) **Approves** the reallocation funding for the construction of new footpaths in Harewood Road and Burnt Hill at an estimated cost of $80,000 (PJ 100746.000.5134);

(c) **Supports** the construction of the new footpaths being carried out under the Road Maintenance Contract on the basis this is the most cost effective method of completing this work as the contract rates are competitive and tendering costs which for straightforward work like this can be disproportionally high and would result in less footpath being constructed;

(d) **Notes** that it is proposed to reallocate savings from NZTA subsidising of footpaths as detailed in this report and also to Roading Development Contributions (Doc. 181025124661) and Urban Cycleways Projects (Doc. 181002114346);

(e) **Notes** that the Utilities & Roading Committee supported the inclusion of new footpaths in Harewood Road and Burnt Hill Road, subject to NZTA confirmation of 51% subsidy for Footpath Renewals and subsequent approval to reallocate budget by Council;

(f) **Circulates** this report to the Utilities & Roading Committee for information.

CARRIED

Councillor Barnett remarked roads and footpaths are highly visible to the public and do generate a lot of questions. Councillor Barnett explained why she sought assurance that the budgets are adequate for footpath maintenance when 50kph speed limit changes occurs. Councillor Barnett reflected on submissions in the Long Term Plan and her nervousness about new budgets for new footpaths if the level of service was not being met, however following staff explanations was now confident budgets were adequate and staff were taking on the feedback with a proactive approach.

Councillor Felstead reflected on the list of footpaths programmed for maintenance, acknowledging many deficiencies were located in Oxford.
however they were scheduled and once the programme is complete then it will be welcome news for the residents. He was supportive of the motion.

Councillor Gordon stated he was happy with the programme and believed there had been a more proactive response in recent times. Councillor Gordon was pleased to see the improvement on Blackett Street, and reflected on other trip hazards that had been raised and action undertaken in a timely manner.

Mayor Ayers reflected on past footpath maintenance over many years, particularly when Oxford and Woodend County Councils existed. He remarked on new developments and the material used ie concrete paths verse asphalt and future surfaces that are easy to maintain with minimal trip hazards.

Councillor Atkinson reflected on Australian examples and future consideration of why (ie associated costs and affordability) and where footpaths go, particularly in very low volume traffic areas. He believes there are future conversations to have in relation to the foot movements review policy. J McBride commented that the District Plan requires footpaths in new developments on one side of the road.

In her right of reply Councillor Barnett believed a good discussion had been held today and stated a desire to see condition rating done on the smaller rating areas, individually identified going forward and welcomed a future workshop on matters raised today.

8.3. **Urban Cycleways Project Completion Report – D Lewis (UCP Project Manager) and J McBride (Roading and Transport Manager)**

J McBride outlined the report, the two roads affected and the reason for the occurrence of overspend, acknowledging the need to ensure contingency aspects are included in future project budgets.

Councillor Atkinson enquired what would happen if the Council did not fund or agree to the staff recommendation. G Cleary advised that the funds had been spent and this report seeks retrospective approval.

Councillor Williams reflected on when the project was approved by the Council, receiving of tenders, which originally stated crusher dust then the project changed to include asphalt. G Cleary advised these are costs that emerged as the project progressed and staff did not anticipate the increase at the time of accepting the tender.

Councillor Gordon sought clarification on costs incurred that involved Kiwi Rail. J McBride spoke of the consultation process during design and the changes required during construction due to Kiwi Rail changing the fencing and placement requirements that had been originally agreed to prior to commencement of the project. In a supplementary question Councillor Gordon asked if the contingency was factored in. Staff advised this particular project did not have a contingency and it was a learning for future projects. Staff also spoke of the positive likelihood of receiving a subsidy payment from NZTA.

Councillor Blackie enquired if Kiwi Rail had been asked to contribute funds as they had shifted the goal posts. J McBride advised Kiwi Rail were not open to any discussion on cost recovery and it had been difficult to work with Kiwi Rail on this particular project. Project delivery fees related to additional time and effort working around Ecan and Kiwi Rail requirements to facilitate the project.

Mayor Ayers sought clarification on the fencing issue location. Staff outlined the area of Lineside Road between the railway line and the Passchendaele Memorial Path.
Councillor Stewart reflected on two sections of the path that are planted and enquired if there was any thought given to additional planting rather than fencing for amenity value. Staff advised that when the project was designed mowing was accepted to keep edges tidy but there was a higher level of service to plant the area.

Councillor Meyer sought clarification on the tendered price being for chip seal rather than asphalting. Staff advised Council were aware they were accepting asphalt at the acceptance of the tender.

Councillor Barnett referred to additional costs and sought clarification. Staff acknowledged a contingency should have been included in the overall budget.

Councillor Williams sought clarification that asphalt was only going to be used if the contract came in under budget. Staff explained the nett cost to the Council did not go over the budget at the time of tender because of three subsidised funding aspects. Staff explained NZTA funding has been claimed to the maximum.

Moved Councillor Gordon seconded Councillor Blackie

THAT the Council:

(a) Receives report No. 181002114346;
(b) Approves the reallocation of $83,734 from Footpath Renewals and Maintenance budget to the Cycleway budget (PJ 100749.000.5135).
(c) Notes that the total cost of the project is $2.824 million against the approved budget of $2.5 million.
(d) Notes that a further claim has been submitted to NZTA for funding of $77,056 (NZTA share) under the NLTF.
(e) Circulates this report to Utilities & Roading Committee and Audit & Risk Committee for information.

CARRIED

Councillor Gordon believed it is an excellent project with high quality paths used by many for walking and cycling, however he remarked it is disappointing for a project of this size that a contingency was not factored in. Councillor Gordon reflected that at budget time there were questions, however that is historic and there is now a need to move forward.

Councillor Blackie was supportive of the motion.

Councillor Williams expressed concern at the project being over budget.

8.4. Roading Subdivision Contribution Budget Update and Reallocation of Budget – J McBride (Roading and Transport Manager)

J McBride highlighted key aspects of the report and its background, advising that the Duffs Road project would cost approximately $8,000.

Councillor Williams enquired of the likelihood of ongoing maintenance for the joins between the two sections on Duffs Road. J McBride advised it was not considered as major maintenance, explaining issues with unsealed to sealed areas, including grader work and gravel migration.

In a supplementary question Councillor Williams sought a guideline as to costs per year. Staff advised it was not anticipated in be $1,000’s per year. A small about of potholing and metalling on the gap between the grader area and the
seal edge was anticipated. It was a low traffic flow area and maintenance would be minimal.

Councillor Stewart enquired if the proposed sealed area was in front of their property. Staff confirmed it was.

Moved Councillor Meyer seconded Councillor Brine

THAT the Council:

(a) Receives report No. 181025124661;

(b) Approves the reallocation of $228,000 from the Footpath Renewals and Maintenance budgets to the Council Performed Works budget (PJ 100361.000.5133);

(c) Supports the Duffs Road property owner funding 50% of the cost of sealing a 100m section of the roads by agreeing to approve an exemption to the 50% cost share policy of 1km/year if they come up with their share of the funding;

(d) Notes the Council’s share of urbanising Chinnerys Road is $298,507.93 which will be paid to the Developer;

(e) Notes that further reports will be brought before Council as and when there is more certainty around future projects and costs;

(f) Notes that support has previously been given to Browns Road and North Eyre Road property owners north of the Eyre River, as well as Broad Road/Rangiora Leithfield Road property owners should they come up with a 50% cost share for sealing outside of their properties;

(g) Circulates this report to Utilities & Roading Committee for information.

CARRIED

Councillor Meyer remarked that he viewed this as a tidying up exercise.

Councillor Williams expressed concern this was setting a precedent for small sealed roads patches in front of a property. Mayor Ayers remarked on the Council Policy agreeing to undertake such work in these circumstances. G Cleary advised the policy allows to consideration of the matter, and that there are other short sections of sealed road within the district. Staff advised it is not a current issue and the policy has been in place for some time.

Councillor Stewart was supportive of the motion.

The meeting adjourned at 3.09pm and reconvened at 3.25pm.

Councillor Doody arrived at 3.25pm

8.5. Request for Three Elected Members to be appointed to a Hearing Panel to consider Objections to a New Bus Shelter Installation adjacent to 321 High Street, Rangiora - K Graham (Journey Planner / Road Safety Co-ordinator)

J McBride spoke briefly to the report, providing context to the history of the matter.

Mayor Ayers enquired how many objections had been received. Staff confirmed there was one objector which involved three letters of correspondence being received.
Councillor Brine observed the site had been vacant for some time and enquired if there were any known future plans. Staff were unable to advise.

Moved Councillor Atkinson  seconded Councillor Barnett

THAT the Council:
(a) Receives report No. 181024124226:
(b) Appoints three (3) Councillors being Councillor John Meyer (Roading Portfolio), Councillor Williams and Councillor Doody to a hearing panel to consider the objection to the proposed installation of a new bus shelter at 321 High Street, Rangiora.
(c) Notes the hearing is proposed to be held in the first week of December 2018.
(d) Circulates this report to the Rangiora-Ashley Community Board for information.

CARRIED

8.6. Council Submission on the Draft Regional Public Transport Plan – S Markham (Manager Strategy and Engagement)

S Markham spoke to the report reflecting on the background. The Council were represented by the Deputy Mayor who had received success with media coverage on issues raised. Staff reflected on feedback from the recent All Boards briefing the previous month. It was advised that further discussion would occur in the first half of 2019 as there were more phases to the Plan yet to occur. S Markham commented on the ambiguous document overall and the current government policy environment for transport. If Waimakariri residents want a higher level of service, S Markham remarked on the importance of advocating for that to cater for the growing and aging population, however it was also a balance with the financial aspects.

Councillor Doody asked if staff think there is buy-in from locals to support an improved service, and how does the Council get them on-board. S Markham commented that for rapid transit there has to be a conversation and consideration of a business case. He acknowledged the strong sentiment of an underutilised transport corridor, but also there being as much interest in an intra-district transport services as much as inter-city. Until the northern arterial route is more advanced people will see benefits but may need to see more rather than anticipated plans. It is a case of reality verse vision.

Councillor Barnett sought clarification that this is a regional transport plan. S Markham acknowledged that it focuses on Christchurch and Timaru. In a supplementary question Councillor Barnett enquired why the intra-district issue was not included in the submission. S Markham reflected on the message at the briefing being that was the conversation to have in 2019 during the service reviews.

Councillor Barnett queried intra-district services not qualifying for a subsidy, and if there is a regional plan, why would they not qualify for the 50% subsidy. S Markham spoke of a subsidy element, however there were difficulties of trials needing to show results over short periods of time to meet the subsidy level in order to continue. He spoke of the example and difficulty of getting a regular subsidised service to Oxford and building patronage over time with proven regularity.

Moved Councillor Felstead  seconded Councillor Atkinson
THAT the Council:

(a) Receives report No. 181018122406.

(b) Approves the Submission attached to this report as the WDC Submission on the Draft Canterbury Regional Public Transport Plan.

CARRIED

Councillor Felstead commented on this particular document was pitched at the high level, with further detail to be discussed and examined in the following documents and plan. The inter-district aspect will be addressed when routes (and details of routes) are discussed in February. Selwyn are in a similar situation to Rangiora with inter-city services from Rolleston to Christchurch.

Councillor Atkinson acknowledged Councillor Felstead being a good voice for the district at this group. The Council need to be aware of the Greater Christchurch Partnership, high level talks and the future of Canterbury passenger transport which is different from Auckland. It was acknowledged that the district needed faster ways of getting between cities for users. Councillor Atkinson was looking forward to the next level of discussions in early 2019. He remarked on the spectrum of users and time it takes for people to change their behaviour patterns, with regard to using public transport.

Councillor Gordon endorsed Councillor Atkinson’s comments. He reflected on various discussions he had had related to passenger transport. Councillor Gordon reflected on the service provided by the North Canterbury Min Bus Trust. He acknowledged other options would be discussed and considered in 2019. Councillor Gordon believed a shuttle bus in Rangiora and other areas was worth exploring. Councillor Gordon stated his belief in public transport and looked forward to second stage of the process, which would involve more detail.

Councillor Barnett acknowledged comments from fellow Councillors, however believed community buses should have been part of the initial high level transport strategy, looking at community development, growth and strategy of how Waimakariri is looked after. Councillor Barnett remarked she was talking about connectivity between towns rather than routes, which often involves short distances. Councillor Barnett stated if we not encouraging Ecan to approach the Government on our behalf as Canterbury residents the document should be called the Christchurch Public Transport Plan. Councillor Barnett believed that at this stage of the high level discussion there was no opportunity for the regions to be part of the strategy. Councillor Barnett observed a change in the community in relation the cost of petrol and limitations it creates and also increasing age of the Waimakariri population, along with district growth. She commented on the Woodend, Ravenswood and Pegasus connections and linkages with other areas of the district. Councillor Barnett stated she would like to see any submission on this topic include the long term strategy.

Mayor Ayers spoke of challenges in New Zealand related to population density and effects on public transport, reflecting on examples and impacts on viability of operations. Mayor Ayers reminded members about costs, and how people are rated through Ecan rates and to be careful what members were committing Waimakariri ratepayers to as part of the conversation. Mayor Ayers agreed with an earlier comment about the system is designed to get people to Christchurch, however he would argue there are different needs for different times of the day. Mayor Ayers commented on Christchurch City Council views on bus operations and potential impacts for this district, including in relation to rates. He commented on an upcoming bus service trial occurring in Timaru which was worth watching.

In his right of reply Councillor Felstead confirmed the document did comment on a potential bus service to circulate around the district but acknowledged it was at a high level. However there were further discussions to be held.
2019 Council Meeting Dates – S Nichols (Governance Manager)

S Nichols took the report as read, advising that the same pattern as the current year had been maintained through to October 2019.

Councillor Barnett enquired about the timing of the All Board briefing sessions. S Nichols advised that at the upcoming meeting clarification of the start time for the three 2019 All Board briefings could be clarified.

Moved Councillor Gordon seconded Councillor Doody

THAT the Council:

(a) **Receives** report No. 181025125056.

(b) **Adopts** the following meeting schedule for the period from 15 January to 11 October 2019. (as outlined in Trim 181023123426).

Ordinary Council Meeting Dates commencing at 1pm on the first Tuesday of the month:


Council meetings relating to (Draft) Annual Plan and Annual Report including submissions and hearings:


(c) **Adopts** the following meeting schedule for the period from 15 January to 11 October 2019 for Standing Committees:

District Planning and Regulation Committee commencing at 1pm on Tuesdays:


Utilities and Roading Committee commencing at 4.00pm on Tuesdays:


Community and Recreation Committee commencing at 1.00pm on Tuesdays:


Audit and Risk Committee commencing at 3.30pm on Tuesdays:


District Licence Committee commencing at 9am on Fridays:

(d) **Notes** the 2019 meeting dates of the Waimakariri Water Zone Committee have been set in conjunction with Environment Canterbury.

(e) **Notes** the Community Boards and Regeneration Steering Group will adopt their timetable at their meetings held during November 2018, as proposed in Trim document 181023123426.

**CARRIED**

Mayor Ayers commented on the time commitment involved in meetings and how meeting times can be a barrier to elected members who have work commitments.

Councillor Brine remarked on the number of annual leave days taken to attend Council meetings.

Councillor Gordon commented on the balancing of work, family and Council related meetings and understanding the commitment to serve your community when being an elected member.

9. **HEALTH AND SAFETY**


J Palmer spoke briefly to the report.

There were no questions from the Council.

Moved Councillor Gordon    seconded Councillor Felstead

THAT the Council:

(a) **Receives** report No 181024124320

(b) **Notes** that there are no significant Health and Safety issues at this time, and that WDC is, so far as is reasonably practicable, compliant with the PCBU duties of the Health and Safety at Work Act 2015.

**CARRIED**

10. **MATTER REFERRED FROM COMMUNITY BOARDS**

10.1. **Review of Water Supply Bylaw 2012 – C Roxburgh (Water Asset Manager)**

(referred to copy of report no. 180910103408 to the Utilities and Roading Committee meeting of 16 October 2018):

C Roxburgh took the report as read.

There were no questions from the Council.

Moved Councillor Williams    seconded Councillor Stewart

THAT the Council

(a) **Receives** report No. 180910103408.

(b) **Notes** that a review of the Water Supply Bylaw 2012 has been undertaken, and it has been confirmed that there is a need for a water supply bylaw, and that the 2012 document is generally fit for purpose.
(c) **Notes** that the proposed *Water Supply Bylaw 2018* does not provide Council with extra rights or powers than it currently has, but rather is an update of the existing document to accurately reference current practices, to clarify some clauses and to reference other policies (the Backflow Prevention Policy) that have been developed since the 2012 bylaw was adopted.

(d) **Adopts** the Waimakariri District Council *Water Supply Bylaw 2018*.

(e) **Circulates** this report to the Council’s Community Boards for their information.

**CARRIED**


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

11.1. Minutes of a meeting of the Audit and Risk Committee held on 18 September 2018

11.2. Minutes of a meeting of the Community and Recreation Committee held on 18 September 2018

11.3. Minutes of a meeting of the Waimakariri Youth Council held on 25 September 2018

11.4. Minutes of a meeting of the Regeneration Steering Group held on 1 October 2018

Moved Councillor Blackie seconded Councillor Doody

**THAT** the information in items 11.1 to 11.4 be received.

**CARRIED**

12. **COMMUNITY BOARD MINUTES FOR INFORMATION**

12.1. Minutes of a meeting of the Oxford-Ohoka Community Board held on 3 October 2018

12.2. Minutes of a meeting of the Woodend-Sefton Community Board held on 8 October 2018

12.3. Minutes of a meeting of the Rangiora-Ashley Community Board held on 10 September 2018

12.4. Minutes of a meeting of the Kaiapoi-Tuahiwi Community Board held on 15 October 2018

Moved Councillor Atkinson seconded Councillor Felstead

**THAT** the information in items 12.1 to 12.4 be received.

**CARRIED**
Councillor Felstead commented on the Oxford-Ohoka Community Board's last meeting at Mandeville.

Following a question from Councillor Gordon, J Palmer commented on the timing of lights for Rangiora and Kaiapoi, referring to a staff memo updating the situation.

13. **CORRESPONDENCE**

Nil.

14. **MAYOR’S DIARY**

14.1. **Mayor’s Diary 25 September – 26 October 2018**

Moved Councillor Felstead seconded Councillor Meyer

**THAT** the Council:

(a) **Receives** report no. 181026125532.

**CARRIED**

15. **COUNCIL PORTFOLIO UPDATES**

15.1. **Iwi Relationships**

Mayor Ayers commented on the newly appointed Chair of the Runanga Executive as being Arapata Reuben. It was advised that Mayoral discussions would commence with the new chair in the very near future.

Mention was made of discussions at the last regular Runanga meeting involving Kaiapoi regeneration, including a proposal to enable house boats on the Kaiapoi River, and management of the Kaiapoi Pa.

Councillor Blackie commented on the co-governance arrangement with the Regeneration Steering Group and limited attendance from the Runanga recently, and sought a stronger commitment to the process going forward.

15.2. **Canterbury Water Management Strategy**

Councillor Stewart advised consultation occurred through October in relation to the ZIP Agendum. Over 85 submissions had been received and the Committee was currently considering those submissions. The Zone Committee were working towards a final proposal being approved on 19 November, which would then be presented to the respective Council’s (WDC and Ecan) in early December. One issue being considered was minimum flow levels of the Cust River with more information being sought from Ecan staff. Councillor Stewart explained the process and commented on some of the key issues that have emerged as a result of the process and consultation, such as private well nitrate levels. Councillor Stewart expressed a keen desire for this council to take a lead on the matter of water health.

Mayor Ayers commented on the work the Zone Committee were undertaking, and the eight years previous to arrive at the current point of achievement. He acknowledged, in the community, most people are on the same page for the end point, however the how and pace it is achieved is a concern. The outcome would be a joint commitment from both Environment Canterbury and Waimakariri District Council. J Palmer outlined future steps and the level of commitment from both Council’s.
Councillor Stewart advised the ZIPA is a non-statutory document, and what happens next in the process, which includes a proposed future plan change.

15.3. **International Relationships**

Councillor Felstead commented on a recent visit to Hubei, China. The Mayor and Chief Executive were unable to attend due to other commitments, so Councillor Felstead and Councillor Gordon represented Waimakariri and New Zealand as guests to the Hubei Provincial Peoples Government Forum on Global Production Capacity and Business Co-operation Conference. The delegation also comprised of Scott Simpson (MP for Coromandel), Mike Davidson (Christchurch City Councillor), Michelle McWilliam and Jonathon Watts and two Chinese gentlemen who acted as interpreters and liaison. All expenses including airfares and accommodation were paid for by Hubei Provence. The conference had 3,500 delegates, including 1,500 international guests representing many nations and levels of government. Councillor Gordon commented on the wonderful hosts and how the visit assists in strengthening the relationships between the two countries.

15.4. **LGNZ Zone 5 and 6**

Councillors Atkinson and Felstead visited Stewart Island to attend the LGNZ Zone 5 and 6 meeting. The visit included site visits to an electricity depot, predator fencing area and a resource recovery centre. Topics included the 3Waters Review which members considered good representation from LGNZ representing the sector had occurred.

Councillor Atkinson commented on remits proposed for next years LGNZ Conference and local tourist tax proposals.

15.5. **Regeneration (Kaiapoi)**

Councillor Blackie commented on work progressing on the Riverbank terraces. The pontoon design and build contracts were being released this week, signalling another step forward. The Reserves Management Plan for the Regeneration area was considered at the previous days Steering Group meeting. Currently roading design discussions are occurring at a high level.

16. **QUESTIONS**

Nil.

17. **URGENT GENERAL BUSINESS**

Nil.

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

Section 48, Local Government Official Information and Meetings Act 1987

Moved Mayor Ayers sec onded Councillor Atkinson

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:
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>
<tbody>
<tr>
<td>18.1</td>
<td>Protection of privacy of natural persons&lt;br&gt;To carry out commercial activities without prejudice</td>
<td>A2(a)&lt;br&gt;A2(b)ii</td>
</tr>
</tbody>
</table>

CARRIED

CLOSED MEETING

The public excluded portion of the meeting occurred from 5pm to 5.01pm

Resolution to resume in Open Meeting

Moved Councillor Atkinson seconded Councillor Brine

THAT open meeting resumes and that the public excluded item remains public excluded.

CARRIED

OPEN MEETING

19. NEXT MEETING

The next scheduled meeting of the Council is on Tuesday 4 December 2018 commencing at 1.00pm.

There being no further business, the meeting closed at 5.01pm.

CONFIRMED

______________________________
Chairperson

______________________________
Date