

**MINUTES OF THE MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON TUESDAY 3 MAY 2022, COMMENCING AT 1PM**

**PRESENT**

Mayor D Gordon (Chairperson), Deputy Mayor N Atkinson, Councillors K Barnett, A Blackie (virtual), R Brine (virtual), W Doody, N Mealings, P Redmond, S Stewart (virtual) and P Williams.

**IN ATTENDANCE**

J Harland (Chief Executive), G Cleary (Manager Utilities and Roothing), J Millward (Manager Finance and Business Support), C Brown (Manager Community and Recreation), J McBride (Roading and Transport Manager), K Waghorn (Solid Waste Asset Manager), V Thompson (Business and Centres Advisor) and K Rabe (Governance Advisor).

1. **APOLOGIES**

Moved: Councillor Doody                      Seconded: Councillor Redmond

An apology for absence was received and sustained from Councillor Ward.

**CARRIED**

2. **CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

3. **ACKNOWLEDGEMENTS**

A moments silence was observed for the passing of Christopher (Chris) Marshall QSM of Kaiapoi, Ronald (Ron) Rivers of Oxford and Richard (Dick) Brittan of Rangiora.

Chris Marshall QSM was awarded the Queens Service Medal in 2020 for his 30 year service to classical music. He was very involved in mentoring many young musicians during his lifetime.

Ron Rivers of Oxford will be remembered for his community work in Oxford. He was a lifetime member of St Johns Ambulance, served on the Cust Anglican Church's Vestry Committee, a member of the Cust Community Centre Project Committee, involved with Federated Farmers, a member of the Cust/Oxford Lions Club and a member of the Waimakariri Golf Club since 1967.

Dick Brittan of Rangiora was a surveyor who worked in the Waimakariri District and was very involved in the Rangiora Pony Club. He will be remembered for his impressive collection of war memorabilia and visited Gallipoli in 2000, climbing Chunuk Bair in the early hours of the morning to honour his father and uncles who died in WWI.

4. **CONFIRMATION OF MINUTES**

4.1. **Minutes of an extraordinary meeting of the Waimakariri District Council held on Friday 1 April 2022**

Moved: Councillor Redmond                      Seconded: Councillor Mealings

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated minutes of an extraordinary meeting of the Waimakariri District Council held on 1 April 2022.

**CARRIED**

#### **4.2. Minutes of a meeting of the Waimakariri District Council held on 5 April 2022**

Moved: Councillor Atkinson

Seconded: Councillor Doody

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated minutes of a meeting of the Waimakariri District Council held on 5 April 2022.

**CARRIED**

#### **MATTERS ARISING (FROM MINUTES)**

Nil.

#### **PUBLIC EXCLUDED MINUTES** *(Refer to public excluded agenda)*

#### **4.3. Minutes of the public excluded extraordinary meeting of the Waimakariri District Council held on 1 April 2022**

#### **4.4. Minutes of the public excluded meeting of the Waimakariri District Council held on 5 April 2022**

### **5. DEPUTATIONS AND PRESENTATIONS**

Nil.

### **6. ADJOURNED BUSINESS**

Nil.

### **7. SHOVEL READY PROJECTS**

Nil.

### **8. REPORTS**

#### **8.1. Roading Service Requests and Flood Budget – J McBride (Roading and Transport Manager) and D Young (Senior Engineering Advisor)**

J McBride spoke to this report which requested approval for unbudgeted expenditure associated with the damage and subsequent response to the February flood event and to update the Council on the current status of roading service requests received over the last 12 months.

During the February weather event the road surface above Butchers Road culvert collapsed. An inspection revealed that stream flows had entered behind the culvert wall and scoured out the fill which meant a loss of integrity in the arch shape resulting in a major structural issue. In response to public requests, pedestrian access was installed over the damaged culvert, however there was ongoing concern regarding the road closure which was affecting access especially for local farmers who are experiencing disruption due to the closure.

Councillor Redmond noted that the report stated that vehicle access would be denied and queried why a temporary solution could not be found as had occurred with the pedestrian access. J McBride replied that several options had been considered and it was agreed that the best option was to build a bridge over the culvert and the cost of that would be prohibitive. Covering the culvert with gravel would not support the weight of vehicles and it was acknowledged that this would need to be a self-supporting structure for safe access.

Councillor Barnett queried if any progress had been made regarding the service requests by Cust residents relating to the time it took for flooding signs to be erected resulting in damage to vehicles and was there any consideration for having permanent signs in place on the roads that are known to flood. J McBride said this would be considered as part of the safety programme, including the possibility of having barrier arms in place for those roads that do flood and also the fords.

Councillor Williams enquired why these assets were not insured and G Cleary replied that bridges and culverts are not insured by individual local authorities, however there was a National scheme which assists with replacement of assets such as these, and involved a cost share arrangement with Waka Kotahi ranging from 51% depending on the circumstances that caused the failure of the asset.

Councillor Williams queried if due to the lack of maintenance of the drain and culvert, which may have exacerbated damage, should the contractor not be held accountable for some of the costs. G Cleary stated the nature of maintenance of drains was regrowth of vegetation, which occurred more quickly at certain times of the year and it would be difficult to prove that the lack of maintenance would have caused the culvert to fail during a heavy rain event.

Councillor Williams noted that it was not damage to the culvert but the abutment that failed and caused the damage and enquired why the culvert was being replaced and why were the abutments not being repaired. J McBride stated that the integrity of the culvert and abutments were undermined and would need to be replaced rather than repaired. By replacing the existing pipe arch culvert with a box culvert it would provide a better whole of life cost.

Councillor Williams enquired why budget was being spent on creating a cycle/pedestrian way which would include fencing and concrete blocks to close the roadway rather than making the proposed area larger to enable vehicle access. J McBride responded that fencing was required for health and safety purposes for cyclists or pedestrians as they could fall into the culvert without protection. The measures that would be taken to allow foot or cycle access would not be sufficient to hold the weight of a vehicle.

Councillor Atkinson enquired if it would not be easier and more cost effective to just close the ford to all traffic. G Cleary stated that the legal requirements do not allow for new fords to be created but that the current fords are to be maintained and managed, however he believed that in the future there may be a change to that ruling due to changes to managing waterways.

Councillor Mealings queried how rural storm water would be managed effectively when the Three Waters reforms were adopted. G Cleary replied that at present the proposal indicated that the local authorities would still be responsible for management of rural assets such as this, however there had been concern how this would be possible. A Working Party was in the process of reviewing and working through issues such as this.

Moved: Councillor Redmond

Seconded Councillor Barnett

**THAT** the Council

- (a) **Receives** Report No. 220410053852;
- (b) **Endorses** the installation a 3.0m by 3.0m box culvert as a replacement to the damaged Butchers Rd culvert replacement;

- (c) **Approves** unbudgeted expenditure and budget of \$730,000 for responding to the February flood event, which includes \$440,000 for the Butchers Road culvert replacement (being \$370,000 in 2021/22 and \$360,000 in 2022/23);
- (d) **Notes** that the staff submission to the 2022/23 Annual Plan deliberations will include the portion of work included in the 2022/23 year, as well as the rating effects and subsidies;
- (e) **Notes** that an application for emergency funding had been submitted to Waka Kotahi for this event and for budgeting purposes it had been assumed that this request would be approved;
- (f) **Notes** there had been a significant increase in the number of service requests received and processed for the Roothing activity over the last 12 months;
- (g) **Circulates** this report to the Community Boards for information.

**CARRIED**

Councillor Redmond supported the motion noting that local response was important in such instances. He also stated that with climate change extreme weather events were likely to increase and efficient and effective response would be required. He noted that the local residents relied on the ford and needed the work to be done as quickly as possible. Councillor Redmond requested that an investigation be undertaken to see if the pedestrian access could be made wide enough to accommodate quadbikes which were used by the farming community, seeing as vehicle access would be denied.

Councillor Barnett agreed with Councillor Redmond's comments noting it was important to maintain the access within rural communities. She also believed that a review of the current legislation would be helpful.

Councillor Williams supported the motion, however was disappointed at the delay in completing the required work.

Councillor Mealings thanked the staff for the work done to date and for the responsiveness to resident's concerns. She also believed that access in rural areas should be maintained wherever possible.

Councillor Atkinson noted that he was confused by the Governments policies which often seemed to contradict especially where water issues were involved. He did not believe using fords would compromise water quality and believed that access for rural residents should not be compromised as a result.

Councillor Doody noted that many of the fords were historic and had been used for decades and that the public would not support them being closed.

**8.2. Submission on Canterbury Museum Trust Board's draft Annual Plan for the year ending 30 June 2023 – J Millward (Manager Finance and Business Support)**

J Millward spoke to the report noting that the submission supported the reduction of the increase from 5% as previously signalled, recommending a modified approach for funding operations which reduces the levy increases from 2023-2029 and supports the base isolation, strengthening and development project which should be contained to \$205 million.

Councillor Williams enquired if the legal opinion on the cost of the building had been received. J Millward advised that it was yet to be received however would follow up and circulate it to all members when it arrived.

Mayor Gordon requested J Millward to confirm the information regarding the Crown's share of funding.

Moved: Councillor Atkinson

Seconded: Councillor Doody

**THAT** the Council

- (a) **Receives** report N° 220421060707.
- (b) **Approves** the submission (Trim 220421060513) on the Canterbury Museum Trust Board's draft Annual Plan for 2022/23.

**CARRIED**

Councillor Williams abstained

Councillor Atkinson stated this was a good submission and he believed that the district should contribute to the Museum which provided an important role for all communities, however the question would always be; how much does the Council contribute.

Councillor Doody supported the motion and agreed with Councillor Atkinson that the district support of the Museum was important.

Councillor Williams supported some of the submission but had reservations on aspects of the proposed building project.

Mayor Gordon supported the submission which he believed expressed the Council's position clearly. He acknowledged the work done by D Ayers, the Chairman of the Canterbury Museum Board, and noted that the longer the Crown took to determine if it would contribute the more expensive the project became. He noted that both Wellington and Auckland had received sizable contributions from the Government for their museums. Mayor Gordon requested that J Millward acknowledge appreciation of the art collection generously gifted by Jim and Susan Wakefield which is now housed in the Ravenscar House Museum, on Rolleston Avenue, Christchurch. Mayor Gordon advised he had attended the opening and since revisited the Museum and enjoyed the experience.

Councillor Brine noted that several years ago considerable work had been done on this matter and he was under the impression that legal advice/opinion had been obtained at that time. J Millward confirmed that professional advice had been obtained, however this was in relation to operating costs.

8.3. **Draft Submission to Ministry for the Environment's Consultation te panoni i te hangarua - Transforming Recycling – K Waghorn (Solid Waste Asset Manager)**

K Waghorn spoke to the report which presented the draft submission on Transforming Recycling and discussed points regarding container return schemes, improvements to household kerbside recycling and separation of business food waste. She noted an extension to the deadline had been granted and the submission would need to be submitted before 22 May 2022.

Councillor Atkinson requested clarification on the wording of recommendation (c) in the report and was advised that it should read "...Cr Brine to approve changes to the Waimakariri District Council's final submission".

Councillor Williams enquired what would happen to current sophisticated equipment if it was superseded by different equipment to enable consistent outcomes throughout New Zealand, for example lids on bottles. K Waghorn said the intention was to have a uniform standard of no lids in any bottles on kerbside collections.

Councillor Redmond presented a cardboard drink container noting that this could be returned for a slight refund and queried where would you return it to and what would happen to this container once it was sent to recycling. K Waghorn advised that they were sent to a plant who were currently making building bricks and that the items should be returned to the point of sale, or failing that to a supermarket which would be set up to receive relevant recycling.

Councillor Mealings thanked K Waghorn for a thorough submission and inquired what impact would the deposit scheme have on kerbside recycling. K Waghorn advised that the Council had the ability to sort recycling. Councillor Mealings also held concerns relating to organic recycling noting the issues facing the Bromley recycling plant and queried if this could become a problem for the district in the future. K Waghorn noted that currently all organic recycling was sent to the Bromley plant, however Christchurch City Council were in the process of considering options on the future of the plant due to the concerns raised by residents. Councillor Mealings also raised concern for the smaller business owners such as dairy owners and their ability to recycle returned containers and if this could impact on neighbourhoods. K Waghorn stated that recycling options would be based on the amount of sales of each business.

Councillor Barnett queried why medical centres were exempt from recycling initiatives and K Waghorn replied that it was not deemed appropriate for medical facilities due to health and safety concerns. Councillor Barnett then requested clarification of the different levels for recycling relating to the size of premises. She noted that there was a recommendation (point 22 of the submission), queried the size threshold of rural retailers to be required to take containers back. Councillor Barnett believed that petrol stations should take recycling no matter the size of the business. The point was made that petrol stations were usually franchised and as such would probably be equipped with recycling capabilities as a matter of course. Agreement was reached that recommendation (a) which state "any retailer over 60m<sup>2</sup>" would be the Council's choice.

Councillor Redmond believed that if a merchant sold a product he should be required to refund and recycle.

Councillor Barnett raised the question of who would be paying for the changes to the recycling system and would the ratepayers be expected to carry the cost or would it be government funded and requested that this be included in the submission.

Councillor Atkinson raised the question about what applied for events which sold food and drinks and requested that clarification be sought on this item and should be included in the submission. He also noted that there was no budget provision at present in the LTP for these changes.

Moved: Councillor Brine

Seconded: Councillor Atkinson

**THAT** the Council:

- (a) **Receives** Report No. 220407052955.
- (b) **Approves** the draft submission to "te panoni i te hangarua - Transforming Recycling" appended in Attachment i (220407052503).

- (c) **Delegates** authority to the Mayor and Cr. Brine to approve changes to the Waimakariri District Council's final submission to "te panoni i te hangarua - Transforming Recycling".
- (d) **Supports** the draft Canterbury Mayoral Forum submission to "te panoni i te hangarua - Transforming Recycling" appended in Attachment vi (Trim 220427063955).

## **CARRIED**

Councillor Brine supported the motion noting that the improvements to recycling and waste management were being improved step by step.

Councillor Atkinson noted that it seemed that the thinking was returning to yesteryear where deposits were given on returned containers and believed that this would simplify the system in the long run.

Councillor Doody supported the motion however had concerns regarding organic waste in urban areas.

Councillor Barnett supported the motion, however she believed that this matter should have been brought to the Council as a workshop prior to the submission being written. She had concern that by refunding plastic containers, the public would be encouraged to use items packaged this way when it would be better to discourage plastic containers. She also had concerns on how this scheme would be funded but was supportive of the community taking some ownership and getting involved.

Mayor Gordon thanked K Waghorn for a well thought out submission which covered most points, however agreed that it would have been helpful for Councillors to discuss the matter in more detail via a workshop.

## **9. MATTER REFERRED FROM COMMUNITY BOARDS**

- 9.1. **Approval to Consult on Speed Limit Review for Smith Street, Kaiapoi – S Binder (Transportation Engineer)**  
*(refer to copy of report no.220110001887 to the Kaiapoi-Tuahiwi Community Board meeting of 11 April 2022).*

J McBride spoke to the report seeking approval to carry out the proposed speed limit change on Smith Street from 60m east of the southbound SH1 off-ramp to the 50km/h limit east of the Cam River.

Councillor Barnett queried if it was normal to change speed limits from 100km/h to 50km/h and J McBride clarified the location which was currently an 80km/h limit, therefore the change would be from 80km/h to 50km/h.

Councillor Redmond concurred with Councillor Barnett noting that when coming off the motorway going south, which was a 100km/h limit you would then be reducing speed to 50km/h when turning left onto Smith Street. J McBride noted that by approaching the overbridge, motorists would have to slow prior to turning onto Smith Street.

Councillor Atkinson stated that he was comfortable with the reduction of speed on the overbridge as this was a high accident area, however he did not believe in changing speed limits in quick succession and felt the lower speed should be extended on both sides of the overbridge. J McBride agreed, however this stretch of road was under Waka Kotahi's jurisdiction and they were reluctant to make any further changes. Councillor Atkinson felt this was short sighted and did not follow the Road to Zero thinking.

Councillor Barnett suggested that the speed limit be 60km/h from Revells Road and continue through to the current change to 50km/h on Smith Street giving a consistent approach rather than a series of changes to the speed limit. J McBride replied that a 50km/h limit was deemed more appropriate to the environment which had side streets and footpaths in close proximity.

Councillor Mealings said she was comfortable with the proposed change due to the school and business district in close proximity and queried that the minimum length of road for a change in speed limit was one kilometre would this mean that a change would be required to the Revells Road side to ensure this requirement was met. J McBride stated that she had asked the question and reached out to Waka Kotahi but they were comfortable with the status quo.

Councillor Williams noted that the changes would only be made once the traffic signals were installed and queried when this was likely to occur and if the signals would only be installed when the development had progressed. J McBride agreed that the two projects would work in conjunction with each other, however the infrastructure could be in place prior to the project progressing enough to require the signals.

Councillor Barnett queried how the cost of the signals was being covered and J McBride was unsure and would follow up on this aspect as she was under the impression that it was included in the resource consent.

Moved: Councillor Redmond

Seconded: Mayor Gordon

**THAT** the Council:

- (a) **Approves** consultation being carried out on the proposed speed limit change summarised below:

Location	Current (km/hr)	Proposed (km/hr)
Smith Street, from 60m east of the southbound SH1 off-ramp to the 50 km/hr limit east of the Cam River	80	50

- (b) **Notes** that consultation is proposed to be carried out in June and July 2022.
- (c) **Notes** that early engagement with Waka Kotahi is on-going and the results will be verbally communicated to the Council when the report is presented.
- (d) **Notes** that the results of the public consultation and the final speed limit proposals will be presented to the Community Board and then Council for further consideration.
- (e) **Notes** that any submission on the new proposed speed limit, including those from the New Zealand Police, Waka Kotahi, Te Ngāi Tuāhuriri Rūnanga, New Zealand Automobile Association, and New Zealand Road Transport Association, will be considered prior to presenting the final speed limit proposals.
- (f) **Notes** that any speed limit change will not be implemented before the traffic signal at Smith Street / Tunas Street is operational.

**CARRIED**

Councillor Redmond supported the motion noting that this was a sensible and practical solution and was approved by the Kaiapoi-Tuahiwi Community Board.



Mayor Gordon noted the relevant questions that were raised and agreed with Councillor Redmond that this was a sensible move.

Councillor Atkinson stated that he had raised the matter of speed on bridges a number of times and believed that there should be a co-ordinated and co-operative approach by both local Councils and Waka Kotahi to achieve the safest outcome for communities, as accidents often happened near or on overbridges.

Councillor Barnett noted that this report was a request to go out for public consultation and the Council would see what the public had to say on the matter. She believed that the proposed speed limit should be 60km/h and believed that people drove to the conditions and not to prescribed limits by the Council or Waka Kotahi. She also stated she was against speed limits changing repeatedly over short distances.

Councillor Redmond did not believe that the proposed 50km/h was inconsistent for Charles Street.

9.2. **Town Centre Lighting Concepts and Themes for Rangiora and Kaiapoi – V Thompson (Business & Centres Advisor)**

*(refer to copy of report no. 220223025061 to the Kaiapoi-Tuahiwi Community Board meeting of 11 April 2022 and Rangiora-Ashley Community Board meeting of 13 April 2022). Minutes for these Community Board meetings are included in this agenda, Items 12.3 and 12.4.*

V Thompson spoke to the report which sought endorsement of the town centre feature concept lighting designs for Rangiora and Kaiapoi as prepared by Kevin Cawley of Total Lighting Ltd.

Mayor Gordon suggested that a further recommendation be added which stated that the Town Centre Feature Lighting Working Group be consulted on future work and upgrades before being recommended to the Community Boards and the Council.

Councillor Mealings sought confirmation that the figures shown in the report were correct and V Thompson confirmed that they were correct, however any upgrade to LEDs would require a further conversation with the contractor.

Councillor Williams requested confirmation that this plan would not result in a similar outcome as the previous enhanced lighting in Rangiora and that testing of systems would be done prior to the work being paid for. V Thompson agreed that some test lights could be done prior to the completion of any project.

Councillor Atkinson queried the budget set aside for street lighting when there was a street lighting budget already in place and was assured that this would only cover new street lighting in newer developments so as to ensure consistent amenity throughout.

Councillor Williams requested that any lights removed would be kept and recycled as required.

Moved: Councillor Atkinson                      Councillor Redmond

**THAT** the Council:

- (a) **Approve** the lighting concept designs as a general approach to future town centre lighting upgrades in Kaiapoi/Rangiora.
- (b) **Notes** that the Town Centre Feature Lighting Working Group be consulted on any future work and upgrades prior to recommendations to the Rangiora-Ashley and Kaiapoi-Tuahiwi Community Boards and the Council

**CARRIED**

Councillor Atkinson was pleased to support this motion and supported further discussions at appropriate times. He also noted that this would create attractive town centres which would encourage visitors.

Councillor Redmond supported the motion stating that this was an exciting development and that he had found the contractor to be easy to work with.

Mayor Gordon acknowledged the issues faced previously with feature lighting in Rangiora's High Street, however noted that the fairy lights were popular with residents. He was supportive of a holistic approach to lighting in the area and believed that the Council had achieved a good outcome and he looked forward to the work being completed on the Kaiapoi bridge.

## 10. **HEALTH SAFETY AND WELLBEING**

### 10.1. **Health, Safety and Wellbeing Report May 2022 – J Harland (Chief Executive)**

The CE spoke to the report providing a brief overview of the Covid protocols being implemented noting some staff were still being offered flexible working arrangements and room limits were still being maintained. He stated that although infection numbers were declining there was a need to continue vigilance.

Councillor Williams queried if the Council was ensuring that those who were eligible for free flu vaccines would not be charged through the Council's offer of flu vaccines. J Harland agreed that this had been taken into account and appropriate processes were in place.

Moved: Councillor Atkinson

Seconded Councillor Doody

**THAT** the Council:

- (a) **Receives** Report No. 220413056861
- (b) **Notes** that there were no notifiable incidents this month. The organisation is, so far as is reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) as required by the Health and Safety at work Act 2015.
- (c) **Notes** that the flu jabs for staff and elected members will be held at the Rangiora Service Centre, Council Chambers on Wednesday 4 May 9.30am – 11.00am and Wednesday 11 May 9.30am – 11:00am.
- (d) **Notes** that the organisation is currently reviewing the Covid-19 risk assessment for all staff roles to ensure that risks are being effectively managed.
- (e) **Circulates** this information to the Community Boards for their information.

**CARRIED**

## 11. **COMMITTEE MINUTES FOR INFORMATION**

Nil.

## 12. **COMMUNITY BOARD MINUTES FOR INFORMATION**

### 12.1. **Minutes of a meeting of the Oxford-Ohoka Community Board meeting of 6 April 2022**

12.2. Minutes of a meeting of the Woodend-Sefton Community Board meeting of 11 April 2022

12.3. Minutes of a meeting of the Kaiapoi-Tuahiwi Community Board meeting of 11 April 2022

12.4. Minutes of a meeting of the Rangiora-Ashley Community Board meeting of 13 April 2022

Moved: Councillor Atkinson                      Seconded: Councillor Mealings

**THAT** Items 12.1– 12.4 be received for information.

**CARRIED**

### 13. **REPORTS FOR INFORMATION**

13.1. **Enterprise North Canterbury Six month financial report and Promotion Business Plan report for the period ended 31 December 2021 and draft Statement of Intent for the year ending 30 June 2023 – J Millward (Manager Finance and Business Support)**  
*(Refer to report 220228027571 to the Audit and Risk Committee meeting of 15 March 2022)*

Moved: Councillor Williams                      Seconded: Councillor Doody

**THAT** the Council:

(a)        **Receives** Items 13.1 for information.

**CARRIED**

### 14. **MAYOR'S DIARY**

14.1 **Mayor's Diary 30 March – 26 April 2022**

Moved: Councillor Atkinson                      Seconded: Councillor Williams

**THAT** the Council:

(a)        **Receives** report no 220426063274.

**CARRIED**

### 15. **COUNCIL PORTFOLIO UPDATES**

15.1. **Iwi Relationships – Mayor Dan Gordon**  
Nothing to report.

15.2. **Greater Christchurch Partnership Update – Mayor Dan Gordon**

- Meetings with Ministers Mahuta and Woods have been set up to promote and further enhance urban growth partnerships.
- Spatial Plan briefing occurring with Council next week.

15.3. **Canterbury Water Management Strategy – Councillor Sandra Stewart**

- Water Zone Committee workshop, noting that the Plan Change 7 is now operational.
- Focus of the Water Zone Committee is on various working groups.
- Investigating the opportunity to hire a Biodiversity person to assist.
- Inviting ECan's Monitoring Team to a workshop in June to discuss its monitoring programme.

- Also focusing on lifestyle block owners improvement of their environmental awareness.
- Encourage the development of catchment and sub-catchment groups to concentrate on environmental improvement, protection and pest control.

15.4. **International Relationships – Deputy Mayor Neville Atkinson**

- ANZAC Day and opportunity to lay wreaths with the Honorary Belgium Consulate commemorating those fallen at Passchendaele.
- Five new benches installed along the Passchendaele Walkway which were sponsored by the Rangiora and Kaiapoi RSAs.
- Circulated a draft of the Passchendaele information pamphlet which is close to completion.

Mayor Gordon shared his experience of attending the 150<sup>th</sup> anniversary of Polish settlement in Canterbury, which was a very moving event.

15.5. **Regeneration (Kaiapoi) – Councillor Al Blackie**

- New Zealand Motor Caravan Association site should be completed by the end of May.
- The wharf continued to be used by new boats.
- Mahinga Kai progressing well.
- Fairy Forest issue to be discussed at the Te Kohaka o Tūhaitara Trust meeting on Wednesday evening. Working through a solution to suit all parties.

15.6. **Climate Change and Sustainability – Councillor Niki Mealings**

- Lynda Murchinson has been appointed to the new role of Lead Advisor Sustainable Development and will be working alongside other staff, elected officials and members of the community.
- Draft National Adaptation Plan just released by the Government and consultation closes on 3 June 2022.
- Aotearoa New Zealand Biodiversity Strategy which Councillor Stewart will have more working knowledge of.

15.7. **Business, Promotion and Town Centres – Councillor Joan Ward**

Nothing to report, Councillor Ward was not present.

16. **QUESTIONS**

There were no questions under Standing Orders.

17. **URGENT GENERAL BUSINESS**

There was no urgent general business under Standing Orders.

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

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

Moved: Mayor Gordon

Seconded: 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:

Item No	Minutes/Report of	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
18.1	Minutes of public excluded portion of the extraordinary Council meeting of 1 April 2022.	Confirmation of minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)
18.2	Minutes of public excluded portion of Council meeting of 5 April 2022.	Confirmation of minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)
<b>REPORTS</b>				
18.3	Report of J Millward, Manager Finance and Business Support	Electricity supply contract for Non Half Hourly (NHH) metered sites for three years	Good reason to withhold exists under Section 7	Section 48(1)(a)
18.4	Report of H White (Landscape Architect Greenspace) and D Roxburgh (Implementation Project Manager, District Regeneration)	Huria Reserve Heritage & Mahinga Kai Contract 22/17 Stage One Pathways - Tender Process Approval	Good reason to withhold exists under Section 7	Section 48(1)(a)

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:

Item N°	Reason for protection of interests	LGOIMA Part 1, Section 7
18.1 – 18.4	Protection of privacy of natural persons; To carry out commercial activities without prejudice; Maintain legal professional privilege; Enable Council to continue with (commercial) negotiation without prejudice or disadvantage Prevent the disclose of information for improper gain or advantage	Section 7 2(a) Section 7 2(b)ii Section 7 (g) Section 7 2(i)  Section 7 (j)

**CARRIED**

**CLOSED MEETING**

The public excluded portion of the meeting commenced at 3.18pm and concluded at 3.31pm.

**Resolution to resume in open meeting**

Moved: Councillor Redmond      Seconded: Councillor Doody

**18.1 Confirmation of Minutes of the Public Excluded portion of the Council meeting of Friday 1 April 2022**

**Resolves** that the minutes remain public excluded.

**18.2 Confirmation of Minutes of the Public Excluded portion of the Council meeting of Tuesday 5 April 2022**

**Resolves** that the minutes remain public excluded.

**18.3 Electricity supply contract with Ecotricity for Non Half Hourly (NHH) metered sites for three years – 1 April 2022 to 31 March 2025 – J Millward (Manager Finance and Business Support)**

**Resolves** that the report, resolution and discussion remain public excluded due to commercial sensitivities.

**18.4 Huria Reserve Heritage and Mahinga Kai Contract 22/17 Stage One Pathways – Tender process Approval – H White (Landscape Architect Greenspace) and D Roxburgh (Implementation Project Manager, District Regeneration)**

**Resolves** that the resolutions be made public and that the contents of the report and discussion remain public excluded and the report be circulated public excluded to the Kaiapoi-Tuahiwi Community Board.

**CARRIED**

**OPEN MEETING**

**18.4 Huria Reserve Heritage and Mahinga Kai Contract 22/17 Stage One Pathways – Tender Process Approval - H White (Landscape Architect Greenspace) and D Roxburgh (Implementation Project Manager, District Regeneration)**

Moved: Councillor Blackie

Seconded: Councillor Redmond

**THAT** the Council:

- (a) **Receives** Report No. 220420060415.
- (b) **Notes** that tenders have been called for Contract 22/17 which is for the first stage of pathways within the Huria Reserve Heritage and Mahinga Kai area. This contract also included the recreation and ecological linkage pathway in the Kaiapoi South 'Rural' area linking Dawson Douglas Place to Wyber Place (already confirmed to be known as 'Kaikanui Walkway').
- (c) **Notes** that the drawing plans for Huria Reserve Heritage and Mahinga Kai area included within the Request for Tender (RFT) for Contract 22/17 are for paths construction stage one only, including some provisional items and sums for associated works such as earthworks and fence modification. Wider concept and future stages for this area would be completed once the lease was established with Te Kōhaka o Tūhaitara Trust (TKoTT).
- (d) **Notes** that Kaiapoi-Tuahiwi Community Board (KTCB) were presented the Draft Master Plan for the Huria Reserve Heritage and Mahinga Kai project by a deputation from the Joint Working Group on the 21 February 2022 and supported the plan to proceed to further design and procurement phases.
- (e) **Notes** that the design for the works included in contract 22/17 are consistent with the Draft Master Plan for Huria Reserve Heritage and Mahinga Kai area presented to the KTCB; and the recreation and ecological linkage pathway (Kāikanui Walkway) was consistent with the adopted Master Plan for the Kaiapoi Regeneration areas, and the approved reserves naming.
- (f) **Notes** that Te Kōhaka o Tūhaitara Trust (and Joint Working Group) had been engaged through the tender process and had approved the Huria Reserve works proposed for Stage One and included in Contract 22/17 RFT.

- (g) **Notes** that tenders closed on Wednesday 4 May 2022; the tender evaluation method was Lowest Price Conforming with a Measure and Value contract basis, and tenderers must be on the Council pre-approved contractors list to be eligible to submit a tender.
- (h) **Notes** engineer's estimate for the works and that the forecast total expenditure for the works considered in this report was within existing project budgets.
- (i) **Approves** delegation to the Chief Executive to consider the eventual tender evaluation report and approve acceptance of tender, subject to the preferred tender price being no more than 20% (\$63,571.00) of the Engineers Estimate (\$317,855.00).
- (j) **Approves** the Huria Reserve Heritage and Mahinga Kai stage one path development works that are slightly over the Regeneration land boundary and onto the adjoining NCF Reserve.
- (k) **Approves** the scope of works to be completed before approving delegation of spend.
- (l) **Circulates** this report to the Kaiapoi-Tuahiwi Community Board.
- (m) **Notes** that the recommendations in this report will become public, however the report content will remain public excluded due to commercial sensitivity (due to inclusion of the Engineer's Estimate figure).

**CARRIED**

19. **NEXT MEETING**

The next scheduled ordinary meeting of the Council will occur at 1pm on Tuesday 7 June 2022, to be held in the Council Chambers, Rangiora Service Centre, 215 High Street, Rangiora, (subject to precautionary actions due to Covid-19 being active in the community).

The 2022/23 Annual Plan Submission hearings will be held virtually on Wednesday 4 May and Thursday 5 May.

The 2022/23 Annual Plan Deliberation meeting will occur on Tuesday 24 May 2022, commencing at 9am in the Council Chambers.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 3.31PM.

CONFIRMED



Chairperson  
Mayor Dan Gordon

7 June 2022  
Date