WEDNESDAY 15 FEBRUARY

PRESENT:

Mayor D Ayers (Chair), Deputy Mayor K Felstead, Councillors P Allen, N Atkinson, A Blackie, W Doody, D Gordon, J Meyer, S Stewart and P Williams.

IN ATTENDANCE:

J Palmer (Chief Executive), J Millward (Manager Finance and Business Support), G Cleary (Manager, Utilities & Roading), K Simpson (3 Waters Manager), C Roxburgh (Water Asset Manager), K LaValley (Project Delivery Manager), L Ashton (Manager Organisational Development and Human Resources), O Davies (Drainage Asset Manager), P Christensen (Finance Manager), R Hawthorne (Property Manager), M Edgar (Corporate Planner), J Simon (Information and Technology Services Manager), S Nichols (Governance Manager) and A Smith (Committee Advisor).

Meeting adjourned at 9.57am and recommenced at 10.30am.
Meeting adjourned for lunch refreshments at 12.12pm and reconvened at 12.45pm.
Meeting adjourned at 3.05pm and recommenced at 3.20pm.
Meeting adjourned at 4.45pm.

THURSDAY 16 FEBRUARY

PRESENT:

Mayor D Ayers (Chair), Deputy Mayor K Felstead, Councillors P Allen (until 4.08pm), N Atkinson, A Blackie, R Brine, W Doody, D Gordon, J Meyer, S Stewart and P Williams.

IN ATTENDANCE:

J Palmer (Chief Executive), S Markham (Manager Strategy and Engagement), G Cleary (Manager, Utilities & Roading), G Meadows (Policy Manager), C Sargison (Manager Community and Recreation), T Ellis (Development Planning Manager), K Stevenson (Roading Manager), K Waghorn (Solid Waste Asset Manager), C Brown (Community Green Space Manager), W Taylor (Building Unit Manager), M Johnston (Environmental Services Manager), B Wiremu (Emergency Management Advisor), V Caseley (Plan Implementation Manager), M Harris (Customer Services Manager), S Hart (Business and Centres Manager) and A Smith (Committee Advisor).

Meeting adjourned at 10.15am and recommenced at 10.30am.
Meeting adjourned for a staff briefing at 11.26am and reconvened at 11.40am.
Meeting adjourned for lunch refreshments at 1.00pm and reconvened at 1.30pm.
Meeting adjourned at 3.15pm and recommenced at 3.30pm.

1. APOLOGIES

Day One

An apology for absence was received and sustained for Councillor Brine. An apology for early departure was received and sustained from Councillor Felstead, who departed at 12.12pm and returned on day two.
Day Two

There were no apologies

**APPROVAL TO CONSIDER ADDITIONAL AGENDA ITEM**

Moved Mayor Ayers  seconded Deputy Mayor Felstead

**THAT the Council**

(a) **Approve** the consideration of additional public excluded agenda Item 6.3 Mainpower Trust 2017 Trustee Election tabled by J Millward (Manager Finance and Business Support)

**CARRIED**

2. **CONFLICTS OF INTEREST**

No conflicts of interest where registered on 15 February 2017.

**Thursday 16 February** – Agenda Item 5.21 Community Green Space, Community Facilities, Cemeteries, and Community and Recreation Management - Councillors Dan Gordon and Deputy Mayor Kevin Felstead noted a conflict of interest with this item, as both are members of the Oxford Arts Trust, which has funding included in this budget. Councillor Allen also noted a conflict of interest for this agenda item, as he is a member of the Wellbeing North Canterbury Trust, which has funding included in this budget.

3. **OVERVIEW AND FINANCIAL STRATEGY**

3.1 **Overview - J Palmer - Chief Executive.**

J Palmer outlined the process, order of business and reflected on the complexities of the budget review process for the benefit of new Councillors.

J Millward provided a financial overview via a PowerPoint presentation. (Trim 170301019897).

Key aspects highlighted included an overall picture of:

- No significant variations / amendments signaled within the Long Term Plan (LTP)
- Any significant rate movements are contained to targeted rating areas, such as water and drainage works, as previously signaled in the LTP
- Savings from better loan funding terms available, particularly LGFA and WDC credit rating have eased effects
- Deferral of capital work for Earthquake Red Zone work has moved some cost and corresponding funding out; may require some rates smoothing to cushion the effects in the 2018-28 LTP.

J Millward spoke of the average rate movement proposed in the draft 2017/18 Annual Plan before Council today was 3.8%, versus that signalled in the LTP being 3.7%. These figures did not include the impact that staff reports (items 4.1 to 4.3) may have on the overall outcome or Environment Canterbury (ECan) rate movement.

J Millward outlined the variation of increased or decreased rate impacts across various communities and associated implications, highlighting communities of Ohoka and Cust and impacts on large and small farms.
J Millward explained rates projections, movements and cost drivers. Property revaluation and impacts on the various property types was explained in detail. J Millward reflected on the capital works programme. Matters regarding policy and benchmarks relating to debt percentages was discussed.

The timetable of hearings and meetings relating to the Draft Annual Plan was commented on. Council will consider a report at the 7 March meeting releasing the Draft Annual Plan for a month of public consultation, after which submissions will be heard at the beginning of May and financial decisions finalising the 2017/18 budget will occur at the end of May.

Mayor Ayers commented on how anecdotally persons compare Christchurch and Waimakariri rates, producing copies of a rate demand from Christchurch City and Waimakariri with capital values of $360,000 and $195,000 respectively yet the rate demand value was similar. He also reflected on Environment Canterbury rates. Mayor Ayers warned of the effects of uniform charges and the importance of looking at the total package.

Following a question from Councillor Gordon staff confirmed the driver for a rate increase in the Cust area related to water upgrades. J Palmer commented on the population affects between rural and businesses, how funds are distributed and the overall District effect of not collecting additional rates. J Palmer explained the effects of change, the Finance and Rating policy in relation to the LTP and why Waimakariri have more fixed charges than Christchurch City.

Councillor Atkinson enquired if staff had an indication what the rate rise from Environment Canterbury would be. Staff were unable to provide an answer, however the Council had a meeting scheduled the following week with ECan Council and would be able to receive clarification.

J Millward tabled information relating to the IT budget for consideration later in the meeting.

4. REPORTS

4.1 District Regeneration – C Sargison (Manager Community and Recreation)

Mr Sargison spoke to this report, and for the Council to officially receive the Red Zone Recovery Plan. The first meeting of the Regeneration Steering Group will be held on 6 March. Staff are awaiting confirmation of a meeting date with the Department of the Prime Minister's Office and LINZ to work on ownership of the Red Zone land. Mr Sargison highlighted the Implementation Structure, noting discussions will need to be held with Ngai Tahu in regard to mahinga kai, and Te Kohaka o Tuhaitara Trust, with regard to management of the eastern conservation area and western ridge.

Councillor Allen asked if there is any likelihood of sharing of costs for the development of the red zone areas? Mr Sargison said there is discussion to be had with regard to the mixed use business zone but considered it is unlikely that there will be any contributions. Are there any opportunities for there to be cost recovery from business zone? Mr Sargison noted there is a group of business people in Kaiapoi, along with the Board support, looking at the use of the mixed use business land. The Divestment plan is negotiated with LINZ. In confirmation, Mayor Ayers
noted that the $6m for implementation of the Recovery Plan is currently in
the budget, but the $9m of expected funding shortfall is not in the budget,
these are guestimate figures of capital expenditure, which would probably
come up in the next Long Term Plan. It was also confirmed that any road,
sewer, water or stormwater works required are included in the
Earthquake budget.

Councillor Stewart advised that residents of green zone areas in the north
east of Kaiapoi are very concerned with the poor state of their streets. It
was suggested it would be advantageous if Council informed people
when they could expect some work to commence on these. Mr Sargison
said this would be on the agenda for the 6 March meeting of the
Regeneration Steering Group meeting.

Mr Palmer said it is an undertaking of the Council to make as much
progress as it can for roading, water and sewer infrastructure,

Moved Councillor Atkinson seconded Councillor Meyer

THAT the Council

(a) Receives report No. 170202009916

(b) Receives the Waimakariri Red Zone Recovery Plan (December
    2016) (TRIM: 161216130195)

(c) Notes the implementation actions that the Plan requires the
    Council to undertake

(d) Notes the implementation structure to give effect to the actions
    outlined in the Recovery Plan.

(e) Notes that the initial priorities for the regeneration areas are the
    rebuild of Courtenay Drive and associated sewer and stormwater
    infrastructure; and the new roading link between Feldwick Drive
    and Bracebridge Street.

(f) Notes that a report will be prepared for the Regeneration
    Steering Group confirming implementation priorities.

(g) Circulates this report to the Kaiapoi-Tuahiwi Community Board

CARRIED

Councillor Atkinson said this is great to see progress and matters moving
forward. The frustration of residents in the green zone was
acknowledged, regarding the state of the streets. Mayor Ayers
confirmed this work is part of the Red Zone Plan, so it is now a matter of
getting the design work completed and it is a high priority to get the work
completed.

Councillor Stewart noted that the nature of calls from residents regarding
the state of the streets has indicated this is causing a lot of stress for
some of them. It is important for the Council to get this work completed.

4.2 Indoor Court Design and Location – C Sargison (Manager
    Community and Recreation)
Mr Sargison spoke to this report which seeks approval of the preferred location and size of an indoor court facility and also to approve engaging an architect to undertake a concept design for discussion with the community. It was clarified that the budget currently does not include any budget for this indoor court development. The report seeks having a concept plan completed for an indoor court facility. Mr Sargison noted that the process of funding requests from other organisations (Rata Foundation and Lotteries Commission) require at least a concept design brief before application can be made.

There has been discussions with representatives of possible user groups of the proposed Indoor Court Facility. These are users who would be paying rental of the facility, and discussions included estimated rentals they would pay. There is quite a bit of work to do on this before it would come to the Council. It is anticipated this item will be part of the next Long Term Plan.

The population modelling for future was discussed including use of the term “aging population”. This refers to people under 60 years of age and there will still be a high percentage of the districts residents in this age group, who would all be potential users of this facility.

At this time the meeting adjourned for a staff briefing at 11.26am on Thursday 16 February 2017. The meeting resumed at 11.40am.

Mayor Ayers questioned the timing issues, if the Council agreed to this recommendation, would this commit the Council to the next LTP period?. Mr Sargison said these costings are done on today’s rates, noting that any delays will increase the costs of building a facility.

Councillor Meyer questioned have the Council got the timing right with this facility, with everything else that the Council has to consider?

Following a question from Councillor Allen, Mr Sargison said the working party has worked through what it believes is the right spacing required for the community and the need now is to consult with the community. A study was conducted in 2013 which looked at identifying projected needs of indoor court facilities in the district. There was also studies done on pools, hockey facilities, and these have been addressed. Mr Sargison noted that there is also currently being a study being done looking at facilities in the greater Christchurch area.

Councillor Allen asked had there been any study conducted of the economic benefit of such a facility to the district. Mr Sargison noted that there have been studies done on health benefits, but there hasn’t been any study done on the economic benefit to the district. Mr Sargison did refer to a study completed in Australia which found that for every $1 spent in operating such a facility, this would generate $7 in income.

Key users groups of the proposed facility have met with Council staff and discussed the rentals and fees estimated that could be charged to these groups. Some groups have indicated that they prefer to stay where they are, operating in a low cost basis with less potential for increased fees for members. Mr Sargison noted that the new Ashburton indoor facility has had no problem filling their spaces being used by different groups.

There has been an indication that the weighting is in favour of a Rangiora site and Councillor Allen questioned if this was in relation to the North Canterbury Sport and Recreation Trust shifting from their nearby East Belt facility.
Councillor Blackie supports the proposed location, but questions the economics required, with other big projects that the Council will need to consider in the near future, including the $9m shortfall required for the red zone, and the possible repairs and maintenance, and there could be large amounts of money imposed to be spent as a result of the Water Zone committee. Can the Council afford to fund such a facility? Mr Palmer said the Council could afford to fund this and it would be in the bounds of what the Policy limits allow. There is currently $22m in the LTP for an indoor court facility, but current estimates indicate this would need a top up. Community affordability needs to be considered.

Mayor Ayers questioned the design brief, having concept plans drawn up - does this lock in the Council for an architect to draw up detailed design plans?. Mr Sargison said it would be unusual to change designers from the concept plans to the detailed design plans.

Councillor Atkinson questioned, and it was confirmed, that price does not include the price of land. Infrastructure required around such a facility will be required and this information is not known and Councillor Atkinson would like to have this information before making a decision.

Mr Millward informed the Council that there is big projects upcoming, including Solid Waste review and Red Zone Regeneration. Currently the Council is within the borrowing threshold. Messrs Millward and Palmer are comfortable at the moment with this, but confirmed again that there are other significant projects coming up in the LTP. Council is well under the loans that can be raised and the community needs to be considered.

Councillor Brine asked if this recommendation is passed, does this lock the Council in to spend the $22.9m in the LTP. Mr Millward responded that this would not be the case.

Moved Councillor Brine seconded Councillor Gordon

THAT the Council

(a) Receives report No. 170127007516

(b) Approves Coldstream Road, Rangiora as the location for the development on an indoor court facility for the District.

(c) Approves a four court development of approximately 5,943 sq metres for an estimated cost of $26.1million (based on 2017 dollars) as the preferred option for development and as the basis for engagement with the community prior to the preparation of the 2018 LTP.

(d) Approves the inclusion of $100,000 in the 2017/18 Annual Plan for professional services for the preliminary concept design.

(e) Notes that a separate report addresses the potential to work with Kaiapoi High School on the development of a full sized indoor court as part of the redevelopment of Kaiapoi High School.

(f) Notes that the timing of the proposed development will be agreed as part of the 2018 LTP.

(g) Authorises staff engaging Warren and Mahoney to undertake a preliminary concept design.

Councillor Brine referred back to a similar situation several years ago when another major community facility was being debated by the then Council. The Council needs to go out and consult with the community as
part of the LTP. It should not be stopped now, the district needs this facility now and this is the feedback that he is getting from community he talks to. This facility will be inter-generational and the loan will be spread out over the 25 year period. Councillor Brine asks members to look at the growth in the district, and the potential of 3000 students at Rangiora High School in the future.

Councillor Gordon is familiar with the details and needs of the community and believes it is important to get on and confirm a location for an indoor court facility. Timing is important, but it is important to get on and progress this with this recommendation today. The Sport and Recreation Trust have a role to play in this exercise. There is a very real demand for having such a facility in the district. Councillor Gordon acknowledged that this is a very big budget item and that all priorities will need to be considered going forward. This recommendation does not commit the Council to a timeframe and urges members to support the recommendation.

Amendment

Moved Mayor Ayers seconded Councillor Allen

Replace recommendation (g), with recommendation (h)

(h)  Authorises staff to undertake a contestable process to select an architect to undertake the preliminary concept design.

Changes were accepted by mover/seconder of the original motion Councillors Brine and Gordon and agreed by all members.

Councillor Allen believes it is good governance practice for the preliminary concept design project to be put out for tender. Councillor Allen believes the geographical location is the sensible location for the district, though acknowledging the frustrations of Kaiapoi residents for their facilities.

Mayor Ayers supports the recommendation, though this did not commit the Council to any timing for the project. Mayor Ayers has concerns with timing, and other major upcoming projects that the Council needs to consider. These major projects will put pressure on rate payers in the district so the Council needs to be very careful with timing. Mayor Ayers commented on the proximity of our district to Christchurch.

Councillor Doody as Chair of the working party has been impressed with the work of the working party discussion and matters considered as part of the process with the facility. Matters considered by the steering group included making sure the indoor court facility is eco-friendly, and fit for purpose. This facility will provide a great future proofed place for the health and wellbeing of the community. This facility will provide an economic boost to the district as well, with it bringing people into the area for tournaments.

Councillor Atkinson believes the proximity to Christchurch and indoor court facilities available for use there is extremely important. This facility is not big enough for the district and for the location. Councillor Atkinson said this facility was always targeted for Rangiora, noting that there are other parts of the district that are struggling. In this district the Council is trying to centre everything in one place, but there is also Kaiapoi, Pegasus and Ravenswood coming up soon. The location is a concern from the point of view of infrastructure. Councillor Atkinson acknowledged that Health and wellbeing of residents, but the Council will
be needing to have millions and millions of dollars in the future plans for dealing with water quality, which is a much bigger concern. There are also other major projects coming in the near future and work has not finished in Kaiapoi yet with earthquake repairs. Councillor Atkinson is concerned that this proposal is being pushed forward rather than waiting for the LTP. Councillor Atkinson will not support this recommendation, and believes this would be a totally inadequate centre for what will be needed in the future.

Councillor Stewart has concerns with the timing of this project. Councillor Stewart believes the district is incredibly well provided for in structured sport facilities. The underdog in Waimakariri facilities is the less structured facilities i.e. use of walkways and waterways which are well used in the district for health and well-being. The health of the districts water ways is very important – this is not a good inheritance going forward for young people and the health of our waterways needs to be addressed. This is far more important than spending $26million on a building with four courts. Councillor Stewart supports this facility going forward in the future, but not until the population gets to 80,000 and does not believe the current population needs this facility right now. There are several projects that will require prudent control, and does not believe this facility is needed, let alone it being affordable to the ratepayers. Councillor Stewart will support recommendation (e)

Councillor Williams believes the provision of good roading and fresh clean drinking water and being able to swim safely in the lakes and rivers in the district is more important than a new sport facility. Councillor Williams believes this project should be looked at again at a time when the Council can afford it.

Councillor Meyer believes the Council has the timing wrong for such a facility in the district and there are many other projects that have a higher priority.

Deputy Mayor Felstead is in no way committing the Council to building this facility, acknowledging that there needs to be some work done before this proposal goes out to the community for consultation. Deputy Mayor Felstead supports the location at Coldstream Road in Rangiora as the site and supports the other parts of the recommendation as well.

Councillor Brine noted that some of the points raised by members have been looked at in the past. There will be debate with the affordability of such a facility of rate payers, some will be able to, but some wont. This recommendation is for spending $100,000 for professional services in relation to the proposal.

Motion
The motion was then put and taken in parts.

THAT the Council

(a) Receives report No. 170127007516

CARRIED

(b) Approves Coldstream Road, Rangiora as the location for the development on an indoor court facility for the District.

CARRIED

(c) Approves a four court development of approximately 5,943 sq metres for an estimated cost of $26.1million (based on 2017 dollars) as the preferred option for development and as the basis
for engagement with the community prior to the preparation of the 2018 LTP.

CARRIED

(d) Approves the inclusion of $100,000 in the 2017/18 Annual Plan for professional services for the preliminary concept design.

CARRIED

(e) Notes that a separate report addresses the potential to work with Kaiapoi High School on the development of a full sized indoor court as part of the redevelopment of Kaiapoi High School.

CARRIED

(f) Notes that the timing of the proposed development will be agreed as part of the 2018 LTP.

CARRIED

(note original recommendation (h) now becomes recommendation (g))

(g) Authorises staff to undertake a contestable process to select an architect to undertake the preliminary concept design.

CARRIED

The meeting adjourned for refreshments at 1pm on Thursday 16 February and reconvened at 1.35pm.

The Public Excluded part of the meeting was taken at this time.

4.3 Kaiapoi Town Centre Plan 2011 Review Funding – S Hart (Business and Centres Manager) and S Markham (Manager Strategy and Engagement)

Messrs Markham and Hart were present for this report, which seeks approval of the proposed funding arrangements for external costs of review during 2017/18 of the Kaiapoi Town Centre Plan prepared in 2011 (KTC Plan) – in the context of the recently approved Waimakariri Residential Red Zone Recovery Plan.

Councillor Atkinson questioned the costs included for development. Mr Markham said some of the development areas will be different to that originally proposed. Council will need to have a high level knowledge of these areas and marketing.

Moved Councillor Gordon seconded Councillor Meyer

THAT the Council

(a) Receives report No. 170202009507

(b) Approves the external costs of the proposed KTC Plan review in 2017/18 totalling $300,000 being a third (i.e. $100,000) each funded from the Unallocated Kaiapoi Town Centre Budget (subject to ratification by the Kaiapoi Tuahiwi Community Board); the Red Zone Plan Implementation Budget; and the (Future) Divestment Budget.
Notes that a report to the 7 March 2017 Council meeting will seek approval of the overall KTC Plan Review project plan.

CARRIED

5. BUDGETS

Moved: Councillor Atkinson Seconded: Mayor Ayers

That all budgets be moved pro forma, until the review and finalisation at the end of the meeting.

CARRIED

5.1 Water

C Roxburgh spoke to report highlighting three key areas.

Councillor Allen commented on the potential LTP impact in relation to a current Bill before Parliament regarding fluoride. Staff advised they were aware of the Bill.

Councillor Gordon, referring to pg 57 and increased Cust pipeline repairs, enquired if that was the major driver for an 11% rate increase. Staff clarified a water rate impact in relation to projected growth that did not eventuate. In a secondary question Councillor Gordon sought clarification that the matter had been consulted. Staff advised consultation had only occurred through the Annual Plan process. Staff spoke of a new water scheme source and depreciation impacts.

Councillor Gordon enquired if staff had considered smoothing the affect for Cust residents. Staff advised they will review the situation however on the face of it $250 per property is part of the cost of bringing on a new scheme. Staff would comment further later in the meeting.

Councillor Felstead referred to the back-up source for West Eyreton, and enquired if there was a possibility of using Cust as a back-up and whether it had the capacity. Staff advised it was not practical because any mixing of the scheme was not supported by the community when the matter was last consulted. D Gordon advised he was happy to negotiate with the community in relation to the scheme. K Simpson advised staff could bring report to a future Utilities and Roading Committee for consideration.

Councillor Stewart was supportive of bringing groups together to discuss back-up supplies and enquired what was actually needed to be a suitable back-up water supply. Councillor Stewart reflecting on the past history of the Eyreton well and previous advice that indicated plenty of capacity for future connections requested information on the negative back-up supply. K Simpson explained the required number of wells to supply day demand and then a back-up well (plus one) to back-up for failure or maintenance outages. Staff explained the potential to be without supply for several weeks. Summerhill has a back-up well but it is shallow. This well could be an additional back-up well, providing additional resilience and ensuring no situation with an extended period of water restriction or boil water notice.

Councillor Stewart enquired if the old well in Ashley is decommissioned. Staff commented the infrastructure has been decommissioned but the consent is still valid. It could be utilised as an emergency back-up but the infrastructure has not been maintained.
Councillor Stewart enquired when is the debate in relation to the water rate. G Cleary explained the matter was coming before the Utilities and Roading Committee which was reviewing the district wide rate for three waters and the potential to consult with the community. That body of work was scheduled to occur this calendar year in preparation before the Long Term Plan.

J Palmer questioned staff on the Level of Service providing emergency support to schemes opposed to a secondary well to the scheme. K Simpson commented on the duty wells; day to day basis, and then back-up systems for that, and the addition of emergency wells. Staff explained the Rangiora back-up systems which are not currently compliant with the drinking water standards, so those wells would have chlorine added if the back-up wells were used. C Roxburgh explained that not all back-up wells are standard compliant and how quantity of water supply is the primary aim followed by water quality.

Councillor Atkinson spoke of a fourth well in Rangiora catering for growth, querying why a fifth well is required immediately. C Roxburgh spoke of growth being higher than projected and the current structure struggles to meet peak demand at times. The scheme was meant to have three wells plus one back-up well but there have been instances of all four wells running to meet daily peaks therefore a fifth well is required as the back-up well. Councillor Atkinson voiced concern at the sheer volume of water being utilised.

Councillor Blackie sought clarification on the Darnley Square project. C Roxburgh advised the $425,000 was not being spent on the reservoir but works project had changed.

Councillor Williams enquired why the Garrymere scheme was not affordable for a peak line. C Roxburgh advised the community will be consulted; he discussed drinking water standards and options for wells/depth and would seek feedback before implementing any options. G Cleary reflected on upcoming a scheduled Utilities and Roading Committee briefing relating to rates impacts. G Cleary spoke of costs associated with upgrading wells to appropriate drinking water standards, impacts on the LTP and associated discussions ahead of the LTP.

Councillor Williams queried the Rangiora back-up wells. Staff explained chlorine and UV and differences between back-up and emergency back-up wells and their compliance levels with drinking water standards. It was clarified the fourth well was intended to be a spare but it is being required more often to maintain peak flow due to underestimated growth.

Councillor Meyer reflected on three wells in Kaiapoi and enquired if the water capacity was still there. Staff confirmed there are six wells in Kaiapoi and there is currently an excess on the scheme.

Councillor Atkinson sought clarity about the Rangiora back-up wells and Kaiapoi. Staff explained back-up wells are for normal maintenance (such as swapping out wells); emergency wells are for pipeline breaks during an earthquake related situation.

Following the lunch adjournment, C Roxborough spoke on the smoothing out of the Cust water rate, this was forecast to be a 43% increase between now and next financial year, which has been smoothed to 20% and then to 18.5% increase. This would have a moderate impact on the account surplus but this would be recovered the following year. This is an option for the Council to consider. J Palmer noted the outer years could also be influenced by the 3 Waters rating discussion. C
Roxborough advised that under this proposed smoothing, the water rating impact for Cust will be 5% and 7% which would be more acceptable than the previously forecast increase of 11%.

Moved Councillor Gordon seconded Mayor Ayers

THAT the Council

(a) Approves the draft budget for the 2017-18 Annual Plan.
(b) Notes staff will furnish additional information on potential smoothing rating options on the Cust water supply.

CARRIED

Moved D Gordon seconded Councillor Meyer

THAT the Council approve the specified rate for Cust water for the 2017/18 year of $716.

CARRIED

Moved: Councillor Stewart Seconded: Mayor Ayers

(a) Requests staff report to Utilities and Roading Committee to assess back-up water supplies to Cust, Summerhill and West Eyreton supplies.

CARRIED

5.2 Wastewater

K Simpson spoke to the budget outlining commentary information. He outlined that some works have tendered lower than anticipated which lowered overall costs. Oxford and Loburn Lea have increased but no significant one item is the cause. In the 2017/18 year a large list of key projects including finishing the upgrade of plants in Rangiora and Kaiapoi contributed to the budget. K Simpson spoke of modelling work of the Kaiapoi reticulation system and LTP issues for upgrading the Kaiapoi network. Currently staff were undertaking modelling and flow assessments, enabling that information to assist with decisions relating to the LTP year.

Councillor Stewart enquired if there was an update on sea foam testing from the eastern beaches. G Cleary advised several samples had been taken, and reflected on recent discussions with M Bate. It was explained that the foam arrives when a strong easterly wind occurs, but on several occasions when staff went to the beach, having been advised foam was present, the foam had dissipated. NIWA are required to collect the samples. In a secondary question, Councillor Stewart asked if any results were available. G Cleary advised nothing was conclusive yet and explained comparison of samples from the coastline, with a need for a larger sample base.

Councillor Atkinson sought clarification on de-sludging work at Kaiapoi and completion dates. K Simpson explained 2017/18 was scheduled for completion of desludging the ponds and new planting. Budgets in the outer years was for desludging one of the other ponds, explaining how the work programme was staged across the district.
Councillor Felstead enquired of development with the new Tuahiwi scheme, as it did not appear in the budgets before Council. Staff explained there were no particular development contribution work programmed as that was a separate area, however Tuahiwi is part of Eastern Districts Scheme.

Moved Councillor Atkinson seconded Mayor Ayers

THAT the Council

(a) Approves the draft budget for the 2017-18 Annual Plan.

CARRIED

5.3 Drainage

O Davis spoke to the budget explaining increases to the Oxford and Cust schemes. He commented on rating units on a property and the effect on the overall rate.

Mayor Ayers referred to pg 124, enquiring why such a high rate for Loburn Lea residents. O Davis explained the scheme served a small number of properties and has its own stormwater management area which is a general cost spread over a small quantity of properties. G Cleary commented Loburn Lea is modern and has to have a consent for stormwater and high maintenance levels. He explained older areas may not have any maintenance level or stormwater rate. Other than Pegasus the Council did not have other areas with a treatment rate, but Loburn Lea was indicative of what a modern urban scheme could cost. In a secondary question Mayor Ayers commented on mowing and sought clarity on drainage rates. Staff explained operationally Parks and Reserves oversee the mowing work with an internal transfer of funds. Mowing is 40% of the total stormwater maintenance budget.

Mayor Ayers referred to pg 128, Rangiora flood works seeking clarity on differences between a stormwater upgrade and flood works. Staff explained there was little difference, and it was more about access to the pump station and maintaining and upgrading a pump station with grills to minimise blockages.

Mayor Ayers requested information relating to general upgrades scheduled. K Simpson explained three key projects being the upgrade of Northbrook, Tuahiwi and Mandeville areas and the project commencement of investigation and design of Parham Drainage upgrade.

Mayor Ayers enquired of the Cones Road Cycleway. Staff confirmed work would be undertaken in tandem with the roading upgrade. Staff indicated a potential need to purchase additional land.

Councillor Felstead queried the Oxford Rural Scheme and why they cannot offset each other, referencing pgs 124 and 159. Staff advised they will investigate the matter further.

Councillor Atkinson commented on Parham Drain, enquiring how much is about Kaiapoi being the receiver of stormwater. Staff considered matters related to the Silverstream development initially but following further investigation showed it originated from the Kaiapoi urban area. Staff commented on the flood rate imposed across the district and projects funded from the district wide rate.
Councillor Blackie enquired why there were substantial increases for areas other than central rural scheme. O Davis advised the previous year central rural had a significant increase (20%), and when reviewed it was considered no need to be higher for projected works in the near future.

Councillor Gordon referred to pg 132 and sought clarity if it was district wide rate. Staff confirmed the matter was a district wide rate and clarified Mandeville/Ohoka drainage charges. K Simpson spoke of the rational of the area included in the rating area and the ongoing benefits to Mandeville area, particularly affected by growth developments. Staff commented on the upgrade on No.10 Road that was outlined in the LTP.

Councillor Stewart sought clarification on Oxford and Cust Rural scheme (pg 124) with decreased number of rural property verse titles on property and reflected on Lees Valley persons impacted from Plan Change implications, referencing the Land Management Plan and nitrate issues. K Simpson commented on the changes that have occurred. J Palmer referred to pg 127 and an error referencing 500ha rather than 300ha which staff were amending.

Councillor Stewart referenced pg 125, enquiring where staff believe matters are heading and seeking an update on glyphosate levels. O Davis advised of a proposal for the testing agency to present result information to the Waimakariri Water Zone Committee in very near future. Staff confirmed they have data but require the analysis and interpretation from Carrick’s; potentially the information could go to the Utilities & Roading Committee.

Councillor Doody referenced Oxford Urban Drainage (pg 167) seeking clarity on inclusion of a new drain by the new subdivision. Staff confirmed the drain was in the budgets and acknowledged it required maintenance.

Councillor Blackie queried the deferral of $2m in pond areas (pg 148). J Palmer commented on the area north of Island Road with the Silverstream development extension, anticipated land purchase for a stormwater basin and the occurrence in conjunction with any development. There will be a reciprocal development contribution associated with development of the area. G Cleary spoke of the challenges of budgets with projected works and developers actual speed of development.

Councillor Meyer reflected on costings and retention basin in the North West corner of Silverstream and retention basin located on early plans. G Cleary confirmed there is some treatment occurring on the west side, but it is predominately reserve. The area has a storm water management pond however it is not as large as originally proposed on sales plans.
Moved Councillor Atkinson    seconded Councillor Gordon

THAT the Council

(a) Approves the draft budget for the 2017-18 Annual Plan.

(b) Notes additional drainage budget discussions will occurring during a staff briefing at the next Utilities and Roading Committee meeting.

CARRIED

Meeting adjourned for lunch refreshments at 12.12pm and reconvened at 12.45pm on Wednesday 15 February.

Following the lunch break, Mr Millward responded to the query from Deputy Mayor Felstead in the morning session and provided an alternative for the Drainage rate. This is to hold the rate for this financial year and consider it again in the LTP year.

Moved Councillor Atkinson    seconded Councillor Doody

THAT the Drainage Rate be held at the same rate as the 2016/17 year and for it to be considered again in the LTP year.

CARRIED

5.4 Stock Water Races

Messrs Cleary, Simpson and Davies were present, Mr Davies presented the budget, noting the higher expenditure due to additional race maintenance costs, additional depreciation and increased utility rates. A correction was noted in the budget figure on page 170 of the budget, the direct expenditure figure in the Actual Annual Plan column of $402,000 should read $375,000 to align with the figures on page 174.

The maintenance work to be done at Browns Rock Road intake relates to the access track, requiring health and safety upgrades. Options are either to repair the existing track or to create a new track. Mayor Ayers noted this is a Category 2 Heritage site.

Re rural subdivisions, Mr Davies noted that these are a challenge to the council staff with regard to getting access through small properties to do cleaning. Once a subdivision is developed, there are situations where some landowners don’t actually want the stock water race on their property. Council is increasingly being approached about closing water races, particularly in rural residential areas.

Councillor Atkinson questioned the figures included for maintenance of water races, suggesting this appears a bit underfunded. Mr Davies said this is a place holder budget, and there is still some discussion to be had with Waimakariri Irrigation Ltd.

Councillor Stewart also noted there are issues of the expected levels of service and change of land uses with farms being converted to lifestyle blocks. Mr Davies said there is a process to be worked through with landowners to find out what level of service they feel they should be receiving.
Mr Cleary suggested a report could come back to the Utilities and Roading Committee on the matter of levels of service, on a more formal way rather than just a survey.

Councillor Stewart suggested a brochure, video, and Facebook item on how to sustainably care for waterways and drains. It is important that current information is easily available for people to access. Mr Davies said there is a budget called Public Education and staff agree with this suggestion. There have been discussions with the Council communications team on how best to get the message out there, i.e. a brochure, or through website, and social media. It was noted that there is an issue with property owners spraying drain embankments which have caused collapsed drains. Councillor Stewart has requested that there be a report provided to the Utilities and Roading Committee on this issue with drains.

Councillor Doody asked if any drains are widened, who is responsible for the widening at driveways. Mr Davies confirmed that WIL should be constructing drains in a design fit for purpose.

Moved Mayor Ayers    seconded Councillor Stewart

THAT the Council

(a) Approves the draft budget for the 2017-18 Annual Plan.

(b) Requests a report on communication on drains and waterways maintenance and a report on communications to property owners regarding maintenance of drains and water races.

CARRIED

5.5 Utilities and Roading Services Overheads

Mr Cleary presented this budget. Two key changes in recent times, the Utilities officer (Sean de Roo) works 50% on water main renewal programme. The Infrastructure Strategy Manager has been employed and this is extremely busy role. Funds are included in the budget for these two positions. It is noted that there are some savings achieved by not having to engage consultants to do these rolls.

Mr Cleary spoke that in recent years there has been a lot of additional work regarding water quality and environmental issues, and this has stretched current staff resources. Mr Cleary doesn’t believe this is being undertaken at a level that Councillors would like. The staff level representation on the Zone committee has not been at an appropriate level and soon Council will be taking over Lake Pegasus. Along with providing education to the public on water quality, Mr Cleary suggests having an environmental engineer role created to cover these areas would be of benefit. This is not included in the budget. This role would cross different department boundaries and would be a resource for a whole of the council. The person would also have significant contact with the Communications department in regard to communicating with the public on water issues.

Councillor Atkinson asked if staff are well enough resourced in the Water Unit. Mr Cleary noted this comes under the Finance and Business Support department but could respond noting that the Water Unit work is mostly for the 3 Waters Departments. There is also the ability for the Water Unit to do some minor capital works, if there is not a lot of operational works at any particular time. This can be cost effective, but
due to the size and scale of some capital works projects, these cannot be covered by the Water Unit. Mr Palmer noted that the Water Unit has been used a lot more since the earthquakes in capital works projects up to $200,000 projects. Currently there is staff number of 16, and the capability is increasing and Mr Millward noted the team is working well with balancing the operational and capital works projects. There is not the skill level or resources for higher level projects.

Councillor Allen questioned what the benefits are of in-house staff, versus consultants. Mr Cleary noted the make-up of the Utilities and Roading Department with the Project Delivery Unit (PDU) being the largest section in the department. This department effectively works as consultants for the asset management teams. Staff in PDU retain a good understanding of the Councils networks, good understanding of water modelling and have the ability to deal with the base load of the design work. Use of staff in these roles is much more cost effective than engaging consultants. Earthquakes were a good example of having such a strong engineering team in-house – this provided a much better consistency year to year and once again, noted less cost than if using consultants. There has never been a situation where numbers of staff have led to staff being laid off, there is always a lot of work ahead. The PDU department is fully funded by charge out, and there is no funding required from rates.

Mr Palmer noted it makes good sense to have a staff member productively engaged for a full year, and having capabilities in-house is more efficient. It is also important to use consultants for some projects.

Councillor Gordon supports the Council employing an Environmental Engineer and a report coming back to the Utilities and Roading Committee regarding this proposal. Mayor Ayers noted that Mr Geoff Meadows and Rachel McClung currently provide technical support to the Water Zone committee. Councillor Stewart supports this role being considered as well.

Moved Councillor Atkinson Seconded Councillor Blackie

THAT the Council

(a) Approves the draft budget for the 2017 -2018 Annual Plan.

(b) Notes that that the budgets include provision for the Infrastructure Strategy Manger and the Utilities Engineering Officer that had not previously been accounted for in the LTP budgets.

(c) Requests staff report on the possible employment of an environmental engineer within the Utilities and Roading department.

CARRIED

5.6 Project Delivery Unit

Mrs K LaValley spoke to this budget noting that this is a totally income derived department and charge out rates are far less than the current industry standards.

THAT the Council

(a) Approves the draft budget for the 2017 -2018 Annual Plan.
5.7  Earthquake Recovery (3 Waters and Roading)

Mr Cleary and Mrs LaValley presented this report for 3 Waters and Roading costs directly related to the earthquake. Mr Cleary said this budget is basically in line with the LTP budget. The maintenance estimates have been reduced. The works have not been completed, and until such time as it is, it will continue to be included in the budget.

Mr Palmer said the focus is on completing these works as fast as possible and is a priority for the broader regeneration team. Either funding is available through previous insurance payouts, or comes from the 60/40 government funding. It is hoped that land ownership doesn’t get in the way of progress with these matters.

Mr Cleary noted that future earthquake recovery quarterly updates to the Council will include regeneration items.

THAT the Council

(a) Approves the draft budget for the 2017-2018 Annual Plan.

CARRIED

5.8  Governance and Secretarial

Ms Nichols spoke to the budget, noting the by-election funding request, and the higher than anticipated costs of the 2016 election. Other adjustments are related to elected member remuneration, controlled by the Remuneration Authority.

The Governance team is very busy servicing over 250 meetings a year with limited resources being stretched. Administration staff undertake a lot of general advertising work, design work and formatting documents for all departments across the organisation. Staff have identified the need for one additional full-time staff member in the overall team to cover the increased workload, which may result in two part time staff in the two different areas (Governance and Administration).

A new item in the budget is a request for a defibrillator that could be taken to any evening meetings (ie Community Board meetings) or weekend or consultation events.

Mayor Ayers noted the higher risk now of by-elections with a lot more elected members, and suggested that possibly including one by-election a year in the budget and if this funding is not needed, it could be returned to the budget figures.

Councillor Allen questioned the quality of reports that sometimes appear on agendas, commenting on the quality and difficulties in understanding the content of reports. He sought clarification on the process of report checking prior to release. Mr Palmer outlined the process from report inception to publication. Mr Palmer noted Councillor Allen’s comments, acknowledging there is more work that staff can do to be more polished in this regard.

Councillor Allen enquired if there had been any outcome to a review undertaken in 2016 on report writing, which Councillors were asked to contribute with suggestions. Ms Nichols noted the information was still
held and further discussions would occur with the new Council during 2017 before the review was completed.

Councillor Gordon asked if there would be any first aid training available for elected members. It was advised staff undertake various levels of first aid training, including staff attending Board meetings. There is basic training and instructions on how to use the defibrillators. Mr Palmer advised that if any Councillor was interested in attending a basic four hour first aid training, this would be arranged.

Councillor Allen noted that there was a trial undertaken in 2016 for different types of chairs for the Council Chambers. Ms Nichols noted that there was never a consensus reached for a specific chair in the Chambers. There has been $50,000 included in the property unit budget for new chairs and tables in the Council Chambers, and possibly a new projector/screen. Further consultation with Councillors would occur over the coming months.

THAT the Council

(a) Approves the draft budget for the 2017-2018 Annual Plan.

CARRIED

5.9 Property, Forestry, Rural Fire, Housing – Elderly and Camp Ground Budget

Messrs R Hawthorne and J Millward presented this budget.

R Hawthorne highlighted the general maintenance and property budget, noting the increases in a number of budgets take into account the health and safety changes. The camping grounds have issues that the Council is facing. If a budget was for a replacement of an asset, generally a report would be brought back to Council on this.

The elderly persons housing budget has a slightly higher rental than that in the Long Term Plan.

There are challenges with the Rangiora Service Centre and a higher budget requested to cover the cost of an updated heating and ventilation system. A number of compliance and health and safety issues needs to be addressed. It is proposed to look at filling in the void between the ground floor and first floor. A report will come back to Council with details and request for approval to go ahead with this work. It was also noted the requested budget for $50,000 to upgrade audio visual equipment in the Council Chambers and replace furniture. Budget also includes funding for additional staff support to handle increased work flow with general property enquiries.

Regarding fire and forestry services, budget has been allowed towards the Swannanoa Fire Station project.

Councillor Allen asked regarding the proposed small increase in Pensioner housing, and the current tenant’s eligibility for the housing supplement. Mr Hawthorne advised that the new figures in relation to the supplement will be released in the next two weeks approximately. With the proposed small increase, it was advised that the Council would still be playing “catch up” with the costs of the pensioner housing.

Councillor Allen questioned the use of current income from harvesting Council plantations. Mr Hawthorne advised that some of this is assigned
to re-afforestation, but not all of it. The prices currently being received for
trees are high.

Councillor Gordon questioned the current rentals being charged for
pensioner housing. These vary depending on the location of the different
pensioner housing in the district. The average is around $125 per week,
up to the top rental of $195 per week.

Regarding the camping grounds, Mr Hawthorne advised that in most
cases, the buildings on the camp grounds are owned by the Council.
Some of these are not in very good condition, as noted by Councillor
Gordon. Some of these have been assessed by engineers and do not
meet the required standards. Some of these are close to the end of their
working life, and replacement buildings could be located in different areas
on the camp grounds. It is the intention to form a working party to look at
the camping grounds, in particular the physical state of the buildings on
the grounds, the lease arrangements and the current tenures.

Mayor Ayers asked if a fire station was built in Swannanoa, would there
need to be a resource consent and for it to be publicly notified? Mr
Hawthorne advised that there have been differing views expressed by
members of the Swannanoa community. There is a lot of discussion to
be had and it may take some time to reach a decision on this matter.

Councillor Williams questioned the lease arrangements for Council
property, noting that some of the buildings are not in good order (i.e.
camping grounds). It was suggested by Councillor Williams that it is up
to the leasees to keep the buildings in good order and generally
maintained. Mr Hawthorne said there are issues with the age of the
buildings (eg toilet blocks) and there being some structural deficiencies.
Mr Palmer noted that there are questions relating to the level of service to
be addressed and a range of challenges that the Council face. Sums
allowed for in the budget address critical matters, to account for any
possible immediate failures.

Councillor Williams questioned the Council funding a fire station in
Swannanoa, and that he understood insurance Council funds would
cover this. It was explained that this insurance is to cover volunteer fire
brigades in the residential areas through levies, but the rural fire areas
don’t receive this levy. Mr Palmer noted this is one of the anomalies with
the fire service. With the proposed changes in the provision of fire
service, this will be in place before the next budget period of 1 July 2017.
It is needed to keep this figure in the budget, if the new legislation is
delayed and does not come into force on 1 July 2017.

Councillor Atkinson suggested it was important that the working party
looking at the camping grounds is established immediately and that
matters could be progressed before the start of the next summer season
when the camping grounds are at peak usage. Mr Hawthorne confirmed
this matter would be progressed promptly.

Councillor Gordon noted his concern with the state of the facilities at the
Waikuku Beach Camping ground, owned by the Council.

**THAT** the Council

(a) **Approves** the draft budget for the 2017 -2018 Annual Plan.

**CARRIED**
5.10 **Water Unit**

Mr Millward spoke briefly on this budget for the Water Unit.

**THAT** the Council

(a) **Approves** the draft budget for the 2017-2018 Annual Plan.

**CARRIED**

5.11 **District Management**

**THAT** the Council

(a) **Approves** the draft budget for the 2017-2018 Annual Plan.

**CARRIED**

5.12 **Organisation Development Human Resources**

Ms L Ashton presented this new budget area.

It was noted that the budget included for legal fees is not associated with any compensation issues, but is for legal advice required for any employment matters. Mr Palmer said this is typically what has been spent in the past.

Regarding the health checks, it was confirmed that these are provided to all staff and the annual health checks are available for Councillors also.

**THAT** the Council

(a) **Approves** the draft budget for the 2017-2018 Annual Plan.

**CARRIED**

5.13 **Finance**

Mr P Christensen presented this budget with Mr Millward. The Budget is largely unchanged from previous years. One extra staff position has been created in the Finance Department which is the first time there has been an increase in 10 years. This is to cover the changes in the accounting standards.

It was asked if there are any plans to replace the current vehicle fleet with electric cars. Mr Millward said the policy for vehicle replacement is currently being reviewed. Council is looking at this to show it could be included in the budget and advised that a report will come back to Council on this matter. It was noted that the number of re-charging units is increasing around the regions (there are several in the multi-level car park at Northlands Mall). Mr Palmer noted that most of the car and wagon fleet is on a two year cycle, but consideration is being given to extending this out again. The fleet is kept looking new but there is hardly any capital cost, just operating cost with maintenance and the price of petrol.

Councillor Atkinson commented that recent figures have shown that the price of new cars in New Zealand is the highest in the world, and the difference between new and second hand cards is the greatest.
Councillor Doody questioned the cost of charging electric cars? These would need to be charged in the drivers own homes which would entail having a charging station installed there.

Moved Councillor Allen seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the 2017 -2018 Financial Year.

(b) Request a report on the acquisition of electric vehicles as part of the Council vehicle fleet.

CARRIED

Councilors Allen and Atkinson both believe the Council should be investigating the use of electric vehicles as part of the Council vehicle fleet. Councillor Allen noted this Council is well behind some other Councils in this respect. Councillor Atkinson noted that even the local power company has two electric vehicles as part of their fleet.

The meeting adjourned at 4.45pm on Wednesday 15 February and reconvened at 9am on Thursday 16 February 2017.

5.14 Solid Waste

Mr G Cleary and Mrs K Waghorn presented this budget. Mrs Waghorn noted key points from the budget as follows:

- The combined solid waste accounts are projected to be in surplus in the 17/18 financial year: We project a net surplus of $189,200 and a closing balance of $395,000 out of a total $7.7M budget.
  - The kerbside account will have a net deficit of $13,800 but a closing balance of $291,200 from its projected opening balance of $305,000.
    - It is preferred not to run this surplus down in case the levels of service change and incur short-term additional costs, also utilising an opt-in or opt-out service wouldn’t give certainty about income.
    - That said, Council could choose to retrofit RFID tags into the current recycling bins using some of the surplus funding.
  - The disposal account will have a net surplus of $167,100 with a closing deficit balance of $230,500 given its projected opening deficit balance of -$397,500.
    - The disposal account has been in deficit for a few years though it has been able to reduce this deficit owing to annual operational surpluses from gate fee income and a transfer from the kerbside collection account.
    - It is projected that the account will be in credit by 2019/20 from this relatively modest surplus.
  - The waste minimisation account will have a net surplus of $35,900. The closing balance will be close to $334,400 given its projected opening balance of $298,400.
    - This account is mainly funded out of the landfill levy funds from the Ministry for the Environment. These funds
are ring fenced for waste minimisation activities, which come out of the waste management and minimisation plan.

- The account surplus will be used to reduce the loan needed for the planned site upgrade.

- **There are more bins out there than we are rating for.**
  - Bins were delivered to all rated properties in 2011, and we’ve continued to supply bins into new dwellings as the urban areas expand.
  - Council is paying for the number of bins in circulation, not for the number of bins that are collected from each week.
  - A good many bins were never removed from Red Zoned properties in Kaiapoi so they remain on the books. A recent survey has confirmed that some people are using these bins in addition to their own allocated bins.
  - Also the Council rating system has changed since 2011 and the number of rated properties is lower than the LTP forecast rating numbers which was made using the old rating system numbers.
  - These discrepancies have meant that the collection costs are being divided between fewer properties: resulting in a $2 increase in the rates.
  - Staff will look into resolving these discrepancies. The recent bin survey was a start.
  - RFID tags in the bins will help to better manage the bins if they get moved or swapped by residents, or are put out too frequently for collection. Tags installed in new bins would cost $1.50 each which is cost effective; retrofitting RFID tags into around 17,000 bins would cost about $90,000 and take 3 to 6 months. We could pay for this out of the collection account surplus.

- **Services overheads have increased** as they include time spent on solid waste projects by new staff employed since the LTP was prepared: the Utilities Engineering Officer and Infrastructure Services Manager. Operational costs have reduced by $60,000 ($30k in kerbside, $30k in disposal) which offsets that increase in 17/18.

Councilor Williams questioned inclusion in the budget of $100,000 for the installation of four 100mm RPZ Backflow Devices on fire hose reels. It was suggested the devices required could be smaller and less costly. It is intended to have two of these at Southbrook and two at Oxford transfer station. These are required to replace the basic back-flow prevention valves on the fire-hose reels to provide the necessary level of protection for the public water supplies from these high hazard areas. Mr Cleary said that there is a definite need to put boundary devices on these as a protection for the water supply. Before anything is committed to or built, there would be consideration given to which is the best economic solution. Because of the distance into both the sites at Southbrook and Oxford from the boundary it may cost a bit more. It was agreed that: Staff bring design details to the Utilities and Roading Committee

Councilor Atkinson – price per square metre – what is the benchmark for the rates of costs at the transfer stations. Mrs Waghorn said the costs are based on actual costs at the transfer station. There has been an increase in the operational costs (additional hours open in Southbrook) and an increase in maintenance costs needed for equipment.
Councillor Atkinson - Why doesn’t clean fill go to Lyttelton Harbour where it is needed for land reclamation? Mrs Waghorn advised that any clean fill in Waimakariri goes to Sutherlands Pit, as due to transportation costs in getting it from here to Lyttelton, it is uneconomical. General charges here are higher than in Christchurch waste facilities. Mrs Waghorn replied that operational costs are currently higher than Christchurch.

Councillor Allen – questioned why there hasn’t been a levelling off of waste quantities as anticipated. Mrs Waghorn said this is hard to tell the reason for this, but suggested it could be mainly to do with building activity in the district.

RFID Tags – how easy are these to remove? Mrs Waghorn said without damaging the bins these are not easy to remove. Christchurch City Council have just started installing these this year, so not a lot of evidence at this stage. If this was introduced into Waimakariri, bins would be required to have tags to be collected.

Councillor Stewart – noted comments had been heard from members of the public using the Southbrook facility, that staff no longer assist the public with unloading their rubbish. Mrs Waghorn confirmed this was the case now, due to health and safety issues and possible injuries to staff. It was noted there is a lifting device available to unload trailers at the recycling centre.

Councillor Blackie questioned the prices for dumping of computers, printers, and microwave. Mrs Waghorn said these figures are the charges that the Council is charged for handling them and disposing of them.

Councillor Williams questioned the efficiencies of the recycling unit, the costs are higher than Christchurch City and Selwyn District Councils and the most expensive recycling in the region. There is something wrong here, and something is not being run efficiently in the transfer station. Mr Cleary noted the transfer station operation itself is a long term contract, which the Council is locked into, with agreed method of charging costs. Disposal costs at Kate Valley are fixed, it is one of the most difficult operations to predict. The entire running of the transfer station will be coming up for tender in the next two years when there will be time to test the market. Potential kerbside collections going out cost estimates are favourable in the business. Mr Cleary said when comparing with other local authorities, they don’t all charge their costs the same. Some do not charge any of their staff time to the operation of a transfer station, this is carried by the general rate.

Councillor Doody asked about the amount for landfill closures included in the budget and how long these will be going for? Mrs Waghorn said these are consented for 32 years. Groundwater is monitored at four of the five sites that the Council has consent for and the budget covers general maintenance, consultants costs for water testing and reporting back to Council.

Mayors Ayers asked regarding consultation costs, Mrs Waghorn advised there is money in the Waste Minimisation Cost budget to cover this.

**THAT** the Council

(a) **Approves** the draft budget for the 2017 -2018 Annual Plan.

CARRIED
5.15 **Roading**

Messrs Cleary and K Stevenson presented this budget. This budget is an adjustment in deprecation and inflation with no significant changes. Mr Stevenson highlighted the Kaiapoi-Belfast cycleway, which includes the bridge connection, NZTA will be contributing more for this project and Council will align the budget with this. This will not be happening in the 2017/18 year.

Question from Councillor Doody re Lees Valley Roads, Mr Stevenson said there is no upgrade planned to the levels of service for the Lees Valley Roads.

Councillor Felstead – re passenger transport – and bus shelter maintenance – Mr Stevenson confirmed it is planned to construct four new shelters (at a cost of approx. $15,000 per shelter).

Kaiapoi Pa Road upgrade – money is still included in the budget for the upgrade on this. This budget is carried over, and as it has been previously decided that there will not be any upgrade to Pa Road, it is agreed that it this fund should be renamed in the budget.

**THAT** the Council

(a) **Approves** the draft budget for the 2017-2018 Annual Plan.

**CARRIED**

5.16 **District Regeneration Earthquake Recovery (Recreation)**

Messrs C Sargison and C Brown were present. Apologies from D Roxborough, who is in the Woodend Fire Brigade on duty at the Port Hills fires.

**THAT** the Council

(a) **Approves** the draft budget for the 2017-2018 Annual Plan.

**CARRIED**

5.17 **Aquatic Facilities**

Mr Sargison spoke briefly to this budget.

Moved Councillor Gordon seconded Councillor Meyer

**THAT** the Council

(a) **Approves** the draft budget for the 2017-2018 Annual Plan.

(b) **Notes** that any new levels of service / performance measures are to be provided within a separate report provided to the Council.

**CARRIED**

5.18 **Libraries and Museums**
Mr Sargison spoke briefly to this budget.

Councillor Williams questioned the libraries advertising in the local Northern Outlook Community Noticeboard page each week and the cost of this advertising. It was suggested that this could be covered in the Council Web page, or on the Library Facebook page without having to pay for advertising. Mr Sargison advised that this matter is under review.

THAT the Council
(a) Approves the draft budget for the 2017 -2018 Annual Plan.  

CARRIED

5.19 Canterbury Museum

THAT the Council
(a) Approves the draft budget for the 2017 -2018 Annual Plan.  

CARRIED

5.20 Community Team / Community Development

Mr Sargison presented this budget, noting the funding that is sourced from other agencies that supports some of the work of the Community Team.

THAT the Council
(a) Approves the draft budget for the 2017 -2018 Annual Plan.  

CARRIED

5.21 Community Green Space, Community Facilities, Cemeteries, and Community and Recreation Management

Councillors Dan Gordon and Kevin Felstead noted a conflict of interest as being members of the Oxford Arts Trust, funding for which is included in this budget.

Councillor Allen noted a conflict of interest with being a member of the Wellbeing North Canterbury, funding for which is included in this budget.

(These conflicts of interest are also noted at the start of these minutes)

Messrs Sargison and Brown presented this budget. Mr Brown noted in 2017/18 a sports ground assessment is to be undertaken. There is also to be an asbestos assessment undertaken as a requirement on all community buildings. This assessment will be completed in one year but funded over a five year period.

It is planned to extend the car park in Millton Reserve at the Croquet Club and Table Bowls Club facility, as this is also being used by the nearby popular dog park. This will provide better level of service for the different users of the Reserve facilities.

Councillor Allen asked what capacity does Milton Reserve have for any other potential user groups to base their activities? Mr Brown noted that
the biggest issue with the other land in the reserve area is flooding, if the Ashley River broke its banks. The current users are located in higher parts of the reserve. Mr Sargison advised that there is an assessment being undertaken of any available land in the Rangiora area that community groups could use. This report will come to the Community and Recreation Committee.

Mr Sargison also advised that the Community Boards will soon be workshopping any proposed plans for the parks and reserves in their respective areas.

Councillor Atkinson suggested there needs to be a better level of service in the street cleaning and maintenance. Mr Brown noted that a new contract is commencing on 1 March, and it will be up to staff to monitor the contractors. It is anticipated a report will come back to the Community and Recreation Committee once this new contractor has been in operation a month or two.

Councillor Gordon asked if the Green Space team had adequate staff resources to meet the communities expectations. Mr Brown spoke on the mobility programme which has just commenced, and it is planned to have this completed, on the i-pads, in 18 months. The use of this programme on the i-Pads will improve efficiency of staff time.

Mayor Ayers asked if there was a higher level of service required in cricket mowing at Mainpower Oval, that Canterbury Country cricket will pay for this. Mr Brown advised that this is currently the case, Council still does the mowing of the embankment, and in the trees.

Mayor Ayers noted the blue hydrants in the district, some of which have long grass growing around them. Mr Palmer said this matter has been overlooked initially, but is now under active management by staff, with a combination of both concrete pads being poured at some sites and regular mowing undertaken.

Councillor Stewart requested an update on the Kaiapoi Lakes development, the last portion which would complete the whole development. It was advised that there is not currently any funding in this area, but if the Kaiapoi-Tuahiwi Community Board added this in when they do their assessment of their parks, this could be included then.

Councillor Stewart asked for a report to the Kaiapoi-Tuahiwi Community Board meeting on the maintenance of the stop bank from Mafeking bridge. Ecan has a very minimal budget for this maintenance work and the state of the stop bank and that side of the river is very poor, especially compared to the town side of the river that is well maintained by the Council, including Trusselot Park.

Councillor Stewart also noted a “Kaiapoi” town sign at the southern entrance to the town is very old and badly in need of some repair and maintenance. Mr Sargison said this will be included in a report to come to the Kaiapoi–Tuahiwi Community Board.

**THAT** the Council

(a) **Approves** the draft budget for the 2017 -2018 Annual Plan.

**CARRIED**

5.22 Building Unit
W Taylor spoke briefly to this budget and answered questions from members on the Building Act, including the granting of exemptions.

**THAT** the Council

(a) **Approves** the draft budget for the 2017-2018 Annual Plan.

(b) **Notes** that any new levels of service / performance measures are to be provided within a separate report provided to the Council.

**CARRIED**

5.23 **Environmental Services Unit**

M Johnston presented this budget. An update was provided on the benefits of having a parking warden, noting the positive feedback from the public. There was discussion on the Smart parking and other apps available that can indicate where parking is available.

Councillor Blackie questioned how complaints regarding dogs out of business hours are currently handled. It was confirmed that there is an after-hours service to deal with dog complaints.

Abandoned vehicle costs are now just towage costs, as any abandoned vehicles will now be stored at the water unit.

**THAT** the Council

(a) **Approves** the draft budget for the 2017-2018 Annual Plan.

**CARRIED**

5.24 **Civil Defence Emergency Management (CDEM)**

B Wiremu presented this budget. The inclusion of Routine capital expenditure costs are for having an inventory of sandbags in case of flooding. These are replaced every three years, and this will be next year. Radio technology needs to be upgraded and this is routine in that respect.

**THAT** the Council

(a) **Approves** the draft budget for the 2017-2018 Annual Plan.

(b) **Notes** that any new levels of service / performance measures are to be provided within a separate report provided to the Council.

**CARRIED**

5.25 **Plan Implementation Unit**

V Caseley presented this budget. Ministry for the Environment has advised that the RMA Amendment Bill will be passed before the election this year and it is expected that they will still require Councils to monitor resource consents, There may need to be some fee changes in the 2018/19 year.

Regarding a significant reduction in Budget for Private Plan Changes, Mrs Caseley explained that this is not uncommon if there is a District Plan Review being undertaken by Council. Many people take a “wait and
see” approach and wait for the process to be undertaken, sometimes submitting on the Plan Change process.

Mrs Caseley said the legal fees in the Planning Department budget are always debt funded, but there is a placeholder in the department budget for provision of legal advice.

Councillor Gordon asked if the department has sufficient staffing resources. Mr Palmer noted that securing good staff is a challenge and in the compliance area a balance of experience, customer knowledge and legal knowledge is required.

**THAT** the Council

(a) Approves the draft budget for the 2017-2018 Annual Plan.

**CARRIED**

5.26  **Planning and Regulatory Management Overhead**

J Palmer spoke briefly to this budget.

**THAT** the Council

(a) Approves the draft budget for the 2017-2018 Annual Plan.

**CARRIED**

5.27  **Development Planning Unit**

Messrs S Markham and T Ellis presented this budget. Mr Ellis highlighted the resources needed to advance the District Plan review, with three additional staff. The element of uncertainty is the resources that will be required for the National Policy Statement, Resource Management Reform, UDS. Combined with the District Plan review, this makes for a busy unit.

**THAT** the Council

(a) Approves the draft budget for the 2017-2018 Annual Plan.

**CARRIED**

5.28  **Strategy and Engagement / Policy**

This budget covers the Policy and Strategy Unit, The Communications and Engagement Unit and the Business and Centres Manager.

Messrs S Markham and G Meadows presented this budget, covering Policy and Strategy, Communications and Engagement and the Business and Centres area. Two things highlighted by Mr Markham regarding Communications and Engagement - there has not been in place a specific budget for the material on our website and secondly funding for the service provider. The first upgrade to the website went on line today.

An investigation into live streaming Council meetings is being undertaken and the results of this will come back to the Council before confirmation of the Annual Plan.

**Economic Development**
Messrs S Markham and S Hart presented this budget.

Councillor Stewart questioned the wi-fi in the town centres. There was a budget of $28,000 to install it across the five towns and there is an operating cost of $7,050 to provide the service. Mr Palmer noted that it has been a struggle to get wi-fi in the Kaiapoi town centre. The issue isn’t cost, but just organizing the location of the points.

Councillor Stewart noted that there appear to be several different promotion groups in Kaiapoi and asked if this is working well. This mix in Kaiapoi, is this a good use of ratepayer funding? Is this concern of other members? It was agreed that this matter could be workshoped at Council level.

Councillor Williams asked if there was a breakdown on the budget for Enterprise North Canterbury (ENC). Mr Markham said this would come as part of the business plan to the Audit and Risk Committee. Councillor Gordon offered to accompany Councillors Stewart and Williams to the next meeting he goes to where it would be good for them to see the work of ENC. Mr Palmer said ENC representatives will be attending the next Audit and Risk Committee meeting to present their Statement of Intent and this would be a good opportunity to discuss this.

THAT the Council

(a) Approves the draft budget for the 2017-2018 Annual Plan.

CARRIED

5.29 Customer Services

Mr Markham and Ms M Harris presented this budget.

Ms Harris highlighted three points from her commentary:

- Increase in Certificate of title search fees from $10.20 to $15. This is the same amount charged on the LINZ website. The Council pays $5 for each title search.

- Staff hours for Credit Control have been increased from 16 to 22 a week. As the size of the Council has increased, the work in debt monitoring and collection has also increased. Additional hours have been worked over the last couple of years on an ad hoc basis.

- Income from sales of valuation data $13,290 has been removed. In response to the Governments call for freer access to information, the Council no longer charges for bulk supply of valuation data.

THAT the Council

(a) Approves the draft budget for the 2017-2018 Annual Plan.

CARRIED

5.30 Information and Technology Support

Additional background information was tabled at the meeting on Infrastructure as a Service (IaaS) update. (Trim 170217015277). This explains that IaaS refers to the renting of computer hardware
(servers, networking technology, storage, and data centre space) instead of buying and installing it in your server room.

Mrs J Simon and Mr J Millward presented this budget. A small increase in the IT operations budget was noted, which is due to licencing requirements. An increase in the capital budget is for a new phone system which quotes have been sourced and these are higher, due to the inclusion of a call centre and reporting functionality.

Ms Simon highland the Mobility Strategy that is being worked through for staff working in the field. Food and Health and Green Space audits are being done on mobile devices at the moment.

Regarding the Infrastructure as a Service (IaaS), this is a major piece of work which was started this year. This involves moving the Council’s servers to a datacentre in Christchurch and a DR (Disaster Recovery) site on the North Island). Revera has been selected as the preferred vendor. The supplementary information provided comparison of pros and cons of On-Site and LaaS. A Pilot has been undertaken with the Trim system being installed on the data server held in Christchurch with no issues. There is a total of 77 servers to be moved over. Some of these will be consolidated, and these will be migrated in groups of 20.

Mr Palmer noted the issues that the Kaikoura earthquakes raised, with the fibre link to the North Island. There is exposure for this district and having data stored in Christchurch creates less exposure.

Mr Millward noted the technology change, with the organisation growing and the difficulty of sourcing staff capable of managing IT systems. It was noted that some networks are also having software as a Service. Ms Simon added that roles in the IT industry now are very specialised.

Councillor Atkinson supports this, but also sort reassurance of where the Council is putting the back up data. Would it be better for the Council to be looking to Auckland or Australia to store this data? Ms Simon noted that there has been a business continuity plan. With Disaster Recovery, there is the backup, and the costs depends on the options of recovery that are requested. Mr Palmer noted it is not suitable for the Council to have a recovery that takes several days, with the role in the community; there is a need to have fast recovery.

Councillor Gordon asked about Revera – this is a subsidiary of Spark. Mr Palmer noted that the government process is robust at finding facilities that have sufficient capability. The room that the server takes up here at the Rangiora service centre is equivalent to an office space.

Following question from Councillor Stewart, the Mobility Strategy is a three year project. There is some development that needs to occur which will take time for each department. The biggest project this year is to coordinate all the assets this year into the system of the Green Space area.

Councillor Stewart asked why there isn’t the mobility of TechOne system. Mr Millward said TechOne have had these systems but the forms still have to be developed to make them fit for purpose. Staff are finding that they are not suitable for the Council’s current needs.

Councillor Allen noted that in his view greater inter-connectivity raises the risks of greater hacking. Mrs Simon believes this would increase the risk, with more people having access to the Council information.

Moved Councillor Allen  seconded Councillor Gordon
THAT the Council

(a) Approves continuing with the IaaS project

(b) Notes that the pilot project has been a success

(c) Notes approving the resolutions in the council budget papers ratifies this decision

(d) Notes that with the pilot almost complete, has produced no issues, with faster speed and lower costs.

CARRIED

THAT the Council

(a) Approves the draft budget for the 2017-2018 Annual Plan.

CARRIED

The meeting adjourned at 3.05pm and reconvened at 3.15pm on Wednesday 15 February.

6. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Meeting considered public excluded items at 1.35pm on Thursday 16 February 2017.

Section 48, Local Government Official Information and Meetings Act 1987

Moved Mayor Ayers seconded Deputy Mayor Kevin 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>6.1</td>
<td>Report of Kitty Waghorn (Solid Waste Asset Manager)</td>
<td>Future Solid Waste Capacity Improvements</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
<tr>
<td>6.2</td>
<td>Report of Craig Sargison (Manager Community and Recreation)</td>
<td>Kaiapoi High School Indoor Court Provision</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
</tbody>
</table>

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>
| 6.1 and 6.2 | Protection of privacy of natural persons  
To carry out commercial activities without prejudice | A2(a)  
A2(b)ii |

CARRIED

**CLOSED MEETING**

See In Committee minutes 170214013694.

**Resolution to resume in Open Meeting**

Moved Councillor Gordon seconded Councillor Atkinson

THAT the open meeting resumes and the business discussed with the public excluded remains public excluded except the Resolution for Item 6.2 be made public after preliminary discussions have been held with Kaiapoi High School.

CARRIED

**OPEN MEETING**

Moved Councillor Gordon seconded Councillor Blackie

THAT all budgets and amendments moved pro forma be adopted.

CARRIED

There being no further business, the meeting closed at 4.45pm on Thursday 16 February 2017.

CONFIRMED:

________________________

Chairperson

________________________

Date