PRESENT:

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

IN ATTENDANCE:

J Palmer (Chief Executive), J Millward (Manager, Finance & Business Support), S Markham (Manager Strategy & Engagement), K Stevenson (Roading Manager), G Reburn (Parks & Recreation Operations Team Leader), S Collin (Infrastructure Strategy Manager), S Hart (Business & Centres Manager), B Rice (Senior Transport Engineer), R Hawthorne (Property Manager), B Bray (Senior Policy Planner), S Milosavljveic (Policy Planner), L Beckingsale (Policy Analyst), R McClung (Senior Policy Analyst), L Hurley (Planning Technician), M Edgar (Corporate Planner), and S Nichols (Governance Manager).

The meeting adjourned for refreshments at 3.01pm and recommenced at 3.17pm.

A number of public were present in the gallery with an interest in item 10.2.

1 APOLOGIES

Nil.

2 CONFLICTS OF INTEREST

Nil.

3 ACKNOWLEDGEMENTS

Nil.

4 CONFIRMATION OF MINUTES

4.1 Minutes of a meeting of the Waimakariri District Council held on Tuesday 7 February 2017

Moved: Councillor Atkinson Seconded: Councillor Meyer

THAT the Council:

(a) Confirms as a true and correct record the minutes of a meeting of the Waimakariri District Council held on Tuesday 7 February 2017.

CARRIED

4.2 Minutes of the public excluded portion of a meeting of the Waimakariri District Council held on Tuesday 7 February 2017

(referred to blue Public Excluded papers)
4.3 **Minutes of a meeting of the Waimakariri District Council held on Wednesday 15 and Thursday 16 February 2017**

Moved: Councillor Gordon Seconded: Councillor Williams

**THAT** the Council:

(a) **Confirms** as a true and correct record the minutes of a meeting of the Waimakariri District Council held on 15 and 16 February 2017.

**CARRIED**

4.4 **Minutes of the public excluded portion of a meeting of the Waimakariri District Council held on 15 and 16 February 2017**

*(referred to blue Public Excluded papers)*

5 **DEPUTATIONS AND PRESENTATIONS**

Nil.

6 **ADJOURNED BUSINESS**

Nil.

7 **REGENERATION REPORTS**

Nil.

*Item 10.2 as a matter referred from a Community Board was taken at this time, out of order from the agenda.*

10.2 **Proposed Application from Christchurch Ready Mix Concrete for a Quarry in Isaacs Road**

*(refer to Notice of Motion to the Oxford-Ohoka Community Board meeting of 9 February 2017)*

It was noted that Councillor Doody sat back from the table and did not take part in this item when presented at the Oxford-Ohoka Community Board meeting and Councillor Felstead was an apology for that Community Board meeting.

Councillor Allen enquired of the Chief Executive, if a consent application had been received from Ready Mix Ltd. J Palmer stated that an application had not been received and was unsure if and when an application would be applied for.

Councillor Stewart enquired of a legal opinion relating to the application potentially being a notified consent. J Palmer reflected on a briefing to the Council about issues relating to notification and the Resource Management Act (RMA). The Chief Executive advice to Council was to receive the recommendation from the Community Board and note if/when an application is received it would be processed in line with the RMA. Currently the Council has no application to assess to enable the Council to form a view.

Councillor Atkinson queried pre-determination and whether it would it exclude the Council from a future decision. J Palmer commented on what could be construed as pre-determination and that to be determined by the courts.
THAT the Council:

(a) Receives the recommendation from the Oxford-Ohoka Community Board and;

(b) Notes that when, and if, an application is received it will be processed in accordance with the provisions of the Resource Management Act.

CARRIED

Councillor Allen appreciated the concerns people have raised but stated that in the absence of the application there is no comment he could make.

Mayor Ayers cautioned Councillors pre-determination and consequences of being precluded from speaking or voting on the matter.

8 REPORTS

8.1 Adoption of Draft Annual Plan 2017/18 and Consultation document for public consultation – M Edgar (Corporate Planner)

M Edgar spoke to the report and clarified the consultation period.

Councillor Felstead referred to Easter Sunday Trading Hours, enquiring if there was enough emphasis on the subject and whether there will be more advertising to increase awareness. M Edgar spoke of specific advertising on this topic and utilising social media channels, in conjunction with the consultation document and separate community engagement.

Councillor Doody commented that not all the public receive the local newspapers and enquired if there was consideration for localised newsletters. M Edgar acknowledged the request.

Councillor Stewart, referring to the summary document, sought assurance that the environmental landscape aspects which were a joint initiative between Environment Canterbury (Ecan) and this Council regarding waterway health is included in the mix. G Meadows commented there is the intention to have a separate brochure relating to waterway health; however, it may not be available at the time of the Annual Plan consultation occurs and will need to report back to the Council on the matter. Councillor Stewart confirmed she would appreciate an update.

Councillor Atkinson commented on past diagrams of rates costs for each Council area (ie parks, rubbish) per week, noting it had been removed from the consultation document. Staff advised it was not possible to include it in the current document due to print timeframes, however it could be placed on the web and copies made available for circulation. In a secondary question Councillor Atkinson questioned why it was removed. Staff noted his comments and acknowledged the information could be included for the Long Term Plan document.

Mayor Ayers, referring to Easter Sunday Trading commented many submissions may be received relating to that issue alone. He asked if staff would consider a separate hearing for that matter. M Edgar advised an additional hearing could be considered. Staff commented on the two stage process for developing any Easter trading law amendments becoming effective in 2018 with an additional level of public engagement.
Mayor Ayers asked if the Easter Sunday Trading Policy could develop policy for trading in specific areas ie Hanmer. Staff confirmed this is possible. S Markham advised that as the Council was dealing with legislation and it requires a two-step process where the Council could potentially face the issues relating to pre-determination.

Moved: Councillor Allen Seconded: Councillor Gordon

**THAT** the Council:

(a) **Receives** report No. 170223017607 - *Adoption of the Draft Annual Plan 2017/18 and Consultation Document*;

(b) **Adopts** for consultation the Draft Annual Plan 2017/18 and Consultation Document, attached to this report, for public consultation as per the Special Consultative Procedure commencing Friday 10 March 2017;

(c) **Authorises** the Chief Executive and the Manager Finance and Business Support to make necessary minor edits and corrections to the Draft Annual Plan 2017/18 and Consultation Document prior to printing;

(d) **Notes** the consultation period will be from Friday 10 March 2017 and close Tuesday 11 April 2017;

(e) **Notes** the overall rate increase of 3.8% (inflation and growth adjusted) compared with a 3.7% increase as projected and signalled in the Long Term Plan 2015-2025.

**CARRIED**

Councillor Allen, commented on the two-step process relating to Sunday Trading and accepted the advice provided.

Mayor Ayers stated it was strange to have a policy to maintain the status quo, and thanked staff for work undertaken to date.

Councillor Doody commented on the stunning photos included in the consultation document.

Councillor Allen reiterated his request for the infographic flyer to be available for distribution, as it assists the public understanding how rates are spent.

8.2 **Alternative 3 Waters Rating Structures – S Collin (Infrastructure Strategy Manager)**

S Collin spoke of the Council challenges relating to rates for water schemes and drainage rating equity in some areas across the district. This was an opportunity to look at those alternative rating structures and re-assess the process.

Councillor Gordon and Blackie indicated an interest in the working party.

Councillor Doody spoke of a fair distribution of representation across the district wards.
THAT the Council:

(a) **Receives** report No. 170223017410.

(b) **Approves** the formation of a 3 Waters Rating Working Party to consider the issues and options relating to the equity of current 3 Waters rating structures and the challenge presented by forecast increasing rates for some schemes.

(c) **Appoints** Councillor Felstead, as the Portfolio holder for Finance and the LTP, to the chair of the 3 Waters Rating Working Party.

(d) **Appoints** Councillor Williams, as the Portfolio holder for Utilities as a member of the 3 Waters Rating Working Party.

(e) **Appoints** Councillor Stewart, as the Portfolio holder for Drainage and Stockwater as a member of the 3 Waters Rating Working Party.

(f) **Notes** that the Mayor, is an ex officio member of the 3 Waters Rating Working Party.

(g) **Appoints** two further Councillors being Councillors Blackie and Gordon as members of the 3 Waters Rating Working Party, to make up a total of 6 members.

(h) **Adopts** the draft Terms of Reference shown in Attachment (i) of the report as the 3 Waters Rating Working Party Terms of Reference.

**CARRIED**

Councillor Atkinson stated this work is important for our district and ensuring the Council make informed decisions for the future.

Councillor Allen stated this is a challenging topic to achieve fair equity across the district. If the working party can determine a set of principles to achieve a more equitable outcome that is great he said. Councillor Allen commented on the time commitment, and complimented staff outlining such information in the report as it assists with assessing availability.

Councillor Gordon, stated this is a significant issue going forward for the 3 Waters unit affecting district wide rating and community interests. The rating impact is significant for some rural communities he said and was looking forward to being involved.

Councillor Felstead stated it would be a challenging workshop, and encouraged all councillors to attend.

Mayor Ayers commented on the task at hand would be challenging. Waste water, drinking water and drainage all present different problems and may require different solutions he stated. A lot of public consultation will be required and it is important that the public are included in the decision processes. Mayor Ayers stated this could be a significant change to the way this Council has operated for the past 25 years.
8.3 **Kaiapoi Town Centre Plan 2011 Review – S Markham (Manager Strategy and Engagement) and S Hart (Business and Centres Manager)**

S Hart spoke to the report advising that Maahanui Kurataiao Ltd (MKT) would be involved in the team and project.

Councillor Stewart queried the review processes, the different groups involved and circulation of information. S Markham advised that the Terms of Reference were yet to be determined and would be discussed at an upcoming meeting.

Moved:  Councillor Atkinson Seconded:  Councillor Gordon

**THAT** the Council:

  (a) **Receives** report No. 170217015090

  (b) **Notes** that the Council approved the proposed budget at their 16 February 2017 meeting (Report No. 170202009507)

  (c) **Notes** the attached KTC Plan monitoring report

  (d) **Notes** that Governance oversight of the project from this point forward until the KTC Plan Review has been prepared will be provided by the Regeneration Steering Group

  (e) **Notes** that an overall project Communications and Engagement Plan will be provided to the Regeneration Steering Group for approval

  (f) **Notes** the project structure for the KTC Plan Review provides for a high level of coordination with the Regeneration Steering Group.

  (g) **Approves** the proposed KTC Plan Review Project Plan, including the proposed process, timing, governance and management of the project.

  (h) **Circulates** this report to the Kaiapoi – Tuahiwi Community Board.

  (i) **Notes** a workshop will be held with the Kaiapoi – Tuahiwi community Board at an early stage to review in detail the results recorded in the KTC Plan Monitoring report.

**CARRIED**

Councillor Atkinson commented on the wait for the Regeneration Plan (WRRZRP) and the upcoming Kaiapoi Town Centre Review, acknowledging the foresight of the Council in preparations for the next stage; reflecting on past plans, town centres discussions, and what has been achieved over the past five years. Councillor Atkinson congratulated the community for their involvement and desire to move positively forward. Many aspects from the original town centre plan have been achieved despite the earthquake and now the next phase for Kaiapoi begins he stated.

Councillor Gordon remarked the Review would be welcomed by business, reflecting on conversations with business people expressing their interest, wanting to be engaged and involved, as well as wider communities. This is a positive move forward and the Council need to keep the momentum rolling said Councillor Gordon.
Mayor Ayers stated it was appropriate to be reviewing the Town Centre Plan at this time; acknowledging the old plan had served well; commenting on the recovery plan and zoned land butting onto the Kaiapoi Town Centre. Mayor Ayers spoke of community impacts and referenced the Town Centre Plan and the Regeneration Plan working in parallel to each other.

In his right of reply, Councillor Atkinson stated this is a giant step for Kaiapoi moving forward, and would assist with removing the ‘red zone’ connotations; further aiding recovery.

8.4 Walking and Cycling Strategy and Implementation Plan – K Stevenson (Roading Manager), G Reburn (Parks and Recreation Operations Team Leader and L Beckingsale (Policy Analyst)

L Beckingsale highlighted key aspects of the strategy.

Mayor Ayers commented on recent political noise of a Picton to Christchurch cycleway as an example of the unexpected asset following the Kaikoura earthquake, however work in Marlborough and Hurunui would occur before it reached the Waimakariri area. Staff commented the Waimakariri could be considered one of the least challenging areas to connect a cycleway and looked forward to any discussions with neighbouring councils.

Councillor Allen sought clarification on staff recommendations and options presented. K Stevenson outlined the differences between the three options and enhanced programmes with a higher level of investment with each option.

Councillor Allen enquired in terms of assessment of possibilities how it compares against other councils of similar size. Staff advised it was hard to determine as no situation was the same with councils providing different levels of investment. An investment of $250,000 is approximately 0.5% of rates.

Councillor Allen noted a Christchurch City cycle to schools programme, and enquired of NZTA support through a subsidy would be similar if the Council decided to support such activity. Staff advised a NZTA subsidy of 51% is available which includes educational activities.

Councillor Stewart enquired if the strategy included retrofitting of utility areas such as Southbrook storm water ponds, believing it to be a lost opportunity to have a walkway in area. Staff advised that where there is development such as a new subdivision then an integrated path is considered, however Southbrook is a different scenario. The storm water treatment area had been developed long before the business development. The north ponds did include an integrated walkway, and other areas for consideration would come down to priorities of the Council.

Councillor Doody stated a preference for option 3 being kept as a potential option to review at a later date. K Stevenson suggested staff undertake more work on that option and bring back details to the Council. Staff noted option 3 would be an additional bid for the Long Term Plan.

Councillor Williams enquired on data of usage from cycleways in other towns. K Stevenson commented on various cycleways in Christchurch, including the Prebbleton to Lincoln cycleway which has exceeded usage expectations. Palmerston North have developed a number of cycleways and early anecdotal feedback has again exceeded usage expectations.
Councillor Williams enquired of age brackets that could be more likely to use walking and cycling areas. Staff advised they did not hold such demographic information, but in a later survey that could be captured.

Councillor Gordon queried the Ashley Bridge to Fawcetts Road cycleway. Staff confirmed construction work would occur during 2017.

Moved: Councillor Allen  Seconded: Councillor Doody

THAT the Council:

(a) **Receives** report No. 170109000823.

(b) **Adopts** the 2017/22 Walking and Cycling Strategy (TRIM No:160907092274).

(c) **Approves** the Draft 2017-22 Walking and Cycling Strategy Action Plan (Doc 170202009613) as the basis for developing the 2018 – 28 Long Term Plan.

(d) **Supports** Option 2 and 3 as detailed , as detailed in Section 3 of this report as a basis for implementing the strategy.

(e) **Notes** that the implementation of the action plan depends on the level of funding the Council considers to be appropriate and affordable and this will be developed through the 2018-28 LTP process in which the Council can prioritise this work against other priorities.

(f) **Requests** staff investigate and report back to Council in time for inclusion in the draft 2018/28 Long Term Plan a recommended programme and funding plan for implementing the Walking and Cycling Strategy.

(g) **Circulates** this report to all Community Boards.

CARRIED

Councillor Allen commented that in his opinion, option 2 was a minimum level of service with a preference for option 3; anecdotal feedback indicates a strong demand within the district. He remarked on the urban cycleway funding requirement for ongoing promotion of the programme so the motion demonstrates that aspect. Commenting on other Council investment into cycleways and his personal observation of the increasing usage of the Rakarhuri trail Councillor Allen remarked it is consistent with developments that are occurring around the country.

Councillor Doody commented on the positive enhancement of cycleways to the district and reflected on various walking trails, which would further develop over time as a legacy.

Mayor Ayers spoke from the perspective of a recreational pedestrian and supported Councillor Stewart’s suggestion of walkways around waterways to observe the wildlife etc. He remarked that NZTA are actively considering a cycleway clip-on for motorway bridges (SH1, but not old Waimakariri Bridge) and linkages with surrounding suburbs. There were numerous possibilities of linking walkways, reflecting on the walkway around new developments such as The Oaks to enhance the environment. Mayor Ayers was supportive of the motion.
Councillor Atkinson commented on a recent survey undertaken by the Te Kohoka o Tuheitara Trust and the steadily increasing volume of recreational cyclists and walkers through the Coastal Park area.

Councillor Stewart remarked she was keen to see a database of facilities developed and promoted, believing a review at some sites and consideration of retro-fitting at other sites would be at limited cost for greater enhancement of Waimakariri walkway trials. Councillor Stewart reflected on observations of usage at sites such as the Kaiapoi stopbank. Councillor Stewart was supportive of greater connectivity in the future, with ongoing staff investigation for new linkages and promotion through the website.

Councillor Blackie remarked that Enterprise North Canterbury (ENC) were in the process of updating maps and including walkways. It was noted that staff liaise with ENC to share walkway and cycleway information.

Councillor Doody spoke of the Ashley Gorge walkway opening on Saturday 11 March, being a community driven project.

Mayor Ayers commented on the River Road footpath and the Woodend walkway; both being examples of low Council budget and high community involvement and usage.

Councillor Allen commented that a collection of data is important, with an understanding of what the levels of usage is. He was supportive of the motion, acknowledging it as a positive step forward and agreeing with colleagues comments on a continuation of linking various walkways.

8.5 **Rangiora to Kaiapoi and Rangiora to Woodend Cycleways – B Rice (Senior Transport Engineer)**

B Rice outlined the options for consideration, commenting on cycle crossings. K Stevenson circulated large drawings of the proposals.

(Rangiora to Kaiapoi)
Councillor Atkinson spoke of an ongoing maintenance programme. K Stevenson advised all cycleways now have maintenance plans in the budget programme and these will be further reviewed for July 2018 onwards.

Councillor Gordon queried a design with kerb and channel work at the top end of Lineside Road improving Rangiora Town entranceways. Staff provided clarification on town centre development, other projects and budget apportionment.

Mayor Ayers enquired if discussions had occurred with KiwiRail. Staff advised they had initially spoken about the proposal and easements; however, detailed arrangements would need to be worked through.

Mayor Ayers enquired if vehicles undertaking track maintenance would be an issue. Staff advised it was unlikely to cause an issue to the cycleway.

(Woodend-Rangiora)
B Rice spoke to tabled plans and confirmed staff were in discussions with MainPower on their land and access. Feedback from MainPower was supportive. A safety audit has occurred and the speed of vehicles at crossing points was identified as a risk. Further investigations will address those issues, along with minor modifications to the designs. Funding apportionment was explained with the Cycleways Programme and the National Land Transport Fund contributing to the Council $1,075m share of
a total of $2.7m for the projects. Overall there was anticipated a $37,000 overspend.

Councillor Atkinson remarked on various safety reports and queried views and input from the Access NZ group regarding mobility scooter usage. Staff advised the Access NZ group were part of the working group developing the overall plans and had constructive input to cycle/walkway width issues, being 2.5m wide.

Councillor Gordon referred to an area by the Woodend School, reflecting on a presentation by school children to the Road Safety Committee, and enquiring what consideration was being given to signage and speed. Staff advised there was recently improved signage and were currently investigating the road markings to ascertain any potential changes. There will be further review during the next stage of the project and there will be further development in the future.

Councillor Williams commented on anecdotal comments about having drinking fountains on cycleways. Staff advised there would be opportunity at a later stage to discuss what facilities could be added to the cycle/walkways in the future, such as seating.

Councillor Allen queried access from Woodend to Pegasus. Staff advised a new splitter road would have cycleway provision. Staff outlined crossing points that the cycleway from Woodend to Woodend Beach would have including from School Road then off-road to the beach.

Moved: Councillor Gordon Seconded: Councillor Blackie

THAT the Council:

(a) Receives report No. 170223017400.

(b) Approves the scheme designs for the Rangiora to Kaiapoi and Rangiora to Woodend cycleways, as attached to this report.

(c) Approves the commencement of detailed design and tender documentation for both the Rangiora to Kaiapoi and Rangiora to Woodend cycleways with a view to commencing construction in spring 2017. The design to be in accordance with the scheme designs attached to this report.

(d) Delegate authority to CEO and Property Manager to:

i. Conclude negotiations, and enter a contract, for an appropriate lease to enable the cycleway to be constructed partially within the KiwiRail designation between the Lineside Road rail crossing and Mill Road, noting that KiwiRail has approved the cycleway in principle.

ii. Conclude negotiations, and enter a contract, with the property owner to acquire the strip of land required for the Rangiora to Kaiapoi cycleway adjacent to the railway north of Mill Road, noting that the property owner is willing to sell the land and an acceptable price has been verbally accepted.

iii. Conclude negotiations, and enter a contract, with Mainpower to enable the Rangiora to Woodend cycleway to be constructed on land currently owned by
Mainpower on the corner of Tuahiwi Road and Rangiora Woodend Road noting that Mainpower has indicated a willingness to allow the cycleway to be constructed on this land.

iv. Conclude negotiations, and enter a contract, with Mainpower to enable the Rangiora to Woodend cycleway to be constructed on land currently owned by Mainpower on Rangiora Woodend Road opposite Gressons Road, noting that Mainpower have indicated support for an easement over this property.

(e) Notes that reviews of speed limits on Lineside Road at the Rangiora end, Kippenberger Avenue, and Rangiora Woodend Road are currently under way or about to commence.

(f) Notes that the estimated Council share of cost exceeds the budget by $30,000 (3.6%). However, it is expected, based on recent tenders, that the tender price is likely to be less than the estimate.

(g) Circulates this report to the Community Boards.

CARRIED

Councillor Gordon thanked staff for the presentation and past workshops, noting it was exciting times and the community was looking forward to increasing usage of cycleways through the District. This was a good outcome that has been enhanced by central government funding.

Councillor Blackie commented that Woodend-Sefton Community Board discussed the matter in detail and were pleased and excited with the concept.

Mayor Ayers stated it was an exciting development, with two cycleways to the beaches and another cycleway becoming reality connecting two key towns.

Councillor Allen was supportive of the motion and was looking forward to the cycleways opening.

8.6 Request for approval for the Footpath Operation of NZ Post Electric Delivery Vehicles in Rangiora and Kaiapoi – K Stevenson (Roading Manager)

K Stevenson took report as read and advising that the Community Boards had provided feedback on the speed of 20kpm. NZ Post were considering 10kph, although this was not enforceable; it was reflective of moving at a safe speed for the conditions ie pedestrians.

Councillor Allen referred to clause 3.7 and queried 20kph being considered a safe speed when considering high fences, hedges and vehicles exiting properties. K Stevenson advised NZ Post had identified the risks around driveways and matters were covered in the safety risk assessment. The 20kph was considered the maximum speed when safe to do so. The process has been developed from trials that have occurred in other cities.

Councillor Allen commented that some areas do not have a footpath on both sides of the road, querying if the NZ Post vehicles then go on the road. Staff advised it is a requirement that NZ Post do not drive on grass berms and only use the roadway or footpath.
Councillor Blackie sought clarity on the delivery vehicles operating in a retail business area. Staff advised they would not operate in the central business area.

Councillor Williams commented on tree pruning due to the height of the NZ Post vehicles, and queried if there will be consultation with the Council and property owners for gaining appropriate access. K Stevenson outlined current processes and it would be property owner’s responsibility to have a clear area over footpaths. In a supplementary question, Councillor Williams asked if additional problems were anticipated. Staff advised that NZ Post had assessed the routes and not identified tree clearance as a new issue. There would likely be an increase of attention drawn to trees that require trimming on a more regular occurrence.

Councillor Doody enquired what is the height of vehicles. Staff were unable to confirm but suggested it was likely to be lower than a person on a cycle.

Moved: Councillor Atkinson     Seconded: Councillor Blackie

THAT the Council:

(a) Receives report No 170207010670.

(b) Approves the use by NZ Post of four wheeled electric Paxster vehicles on footpaths within the residential areas of Rangiora and Kaiapoi and in accordance with the NZ Post Request for Approval Document (Doc 170227018690).

(c) Notes that the areas in which the vehicles are specifically excluded in Rangiora and Kaiapoi include the town centre areas and outside schools between 8:30am and 9:15am and between 2:00pm and 4:00pm.

(d) Notes that the vehicles will not be used in any area where there is reason to expect that there will be high footpath usage at the time of the vehicle passing the area. These areas include:
   - Outside retirement villages and rest homes,
   - the hospital, and other medical facilities,
   - Outside schools (other than the exclusion times), preschools, and any other learning institutions,
   - Outside any retail business outside of the town centre exclusion areas which would be trading during delivery working hours.

(e) Circulates this report to the Community Boards.

Councillor Atkinson believed NZ Post would manage the speed issue well under Health and Safety requirements, and anticipated minimal issues.

Mayor Ayers commented on the speed that cycles and skateboards travel. Due to societal changes, posties are operating differently than in the past, which will be interesting to observe, going forward Mayor Ayers said. He remarked that the better the postal system operates, the better for everyone rather than lose the service.

The meeting adjourned for refreshments at 3.01pm and recommenced at 3.17pm.
Affordable Community Housing Activity – R Hawthorne, Property Manager

R Hawthorne spoke to the report highlighting key aspects. Ten families had been involved in the community housing with four families purchasing their own home, although six families did not pursue home ownership for various reasons. The Terms of Reference is currently being drafted however the working party will be a contributor. Staff commented on the section 17a Review.

Mayor Ayers suggested Councillors Atkinson, Allen and Doody be considered for the working party.

Councillor Atkinson queried why suspend rents and the scheme. R Hawthorne advised it was to enable tenants to remain under current terms, however currently three properties are vacant. It could be five years before the Council could implement any new scheme so the proposal was a staged process.

Councillor Atkinson queried if 40% success is considered a good outcome. R Hawthorne remarked it had opened the door to possibilities but a better result had been anticipated, which staff believe can occur going forward.

Councillor Atkinson queried if past tenants struggled, how would they cope in an open market rental situation. R Hawthorne commented on the current vacant three houses, impacts on changes to the review and a year ahead. It was reiterate that there were no proposed changes to the current four tenants.

Councillor Allen queried the services being reviewed under Section 17a and the impact on the working party. Staff advised work would be undertaken in tandem, outlining the purpose of Section 17a review.

Councillor Allen asked if the process required a Special Consultative Procedure. J Palmer stated it would depend on the outcome of the review. Other social and elderly housing needs and challenges for the Council were discussed. Pending the scope of the task following the initial review, potentially a full review would lead to a Special Consultative Procedure and significant community engagement processes. The Council would be kept informed of progress and any changes to policy and process would be for the Council to consider.

Councillor Williams enquired if the working party would consider fair rent and funds put into a savings fund for the term as an option. Staff responded that there were potential issues with such a process.

Councillor Doody enquired if the Council had been approached following the Kaikoura earthquakes for housing. Staff advised initially there were several enquiries but the Council was limited in the help it could offer, and at present there is not a request for assistance.

Councillor Atkinson reflected on the beginning of the scheme, enquiring if there is any legal implication for changing the rules from when $1.5m was gifted. Staff spoke of the agreement and the ability to make changes, however out of courtesy for the generous contribution staff would liaise with the funding group.
Moved: Councillor Brine  Seconded: Councillor Allen

THAT the Council:

(a) Receives report No. 170127007427

(b) Approves the temporary suspension of the normal tenant selection criteria and subsidised rent arrangements and substitutes these with an open market rent based on normal commercial considerations for a fixed term expiring in March 2018.

(c) Approves the establishment of a Working Party to support the Section 17 review of both the Affordable & Pensioner Housing Activities and the development / amendment of formal Council Policy associated with the Non-commercial Housing Activities Council is engaged in. To that effect the following Councillors are appointed to the working party:

i. Councillor Allen

ii. Councillor Doody

iii. Councillor Atkinson

(d) Requests the Working Party to submit a Terms of Reference for the Council's consideration.

CARRIED

Councillor Brine acknowledged matters required reviewing. He was pleased the scheme was successful for some families and accepted there were multiple reasons why it was not successful for others. Councillor Brine stated he was not in favour of providing a banking service but awaited feedback from working party. Councillor Brine indicated a desire to see the initial intent of assisting people to the next stage of home ownership being kept.

Councillor Allen was supportive of the motion, suggestion a potential to widen the scope with pensioner housing, particularly if developing a formal policy. He considered 40% of people moving into their own homes as a success.

Mayor Ayers stated success for the scheme was never defined, indicating his support for the motion. Mayor Ayers urged caution of a review of pensioner housing and the perception/message that could be interrupted by current tenants. Mayor Ayers stated he will take a close interest in the way the Terms of Reference is framed.

Councillor Atkinson reflected on the motion, acknowledging the need for a review and make improvements going forward. He was cautious of messages and information conveyed to current tenants. Councillor Atkinson reflected on the start of the original scheme and terminology used relating to affordable housing. There are many schemes but this was about people working, playing and staying in the district he stated and the opportunity for lower income earners to step onto the property ladder.

8.8 Waimakariri District Plan Review – Terms of Reference for the District Planning and Regulation Committee – C Wood (Senior Policy Planner)

S Milosavljevic highlighted key aspects of the report.

Councillor Allen referred to para 4.1of the report, querying the Runanga level of engagement and how matters could be resolved at an early stage. Staff acknowledged a clear plan was yet to be formed and there was a need to engage seriously with Manawhenua, which was a topic for discussion at the upcoming Hui. Further consideration relating to the levels of engagement,
and information sharing with additional membership will follow. J Palmer spoke of recent discussions on independent members being appointed to standing committees, acknowledging this situation is different as the Te Ngai Tu Ahuriri Runanga are a key stakeholder. The Council recognise four key areas where participation and involvement with Manawhenua is very important; MR873 enhanced residential activity, District Plan, regeneration/co-governance and fresh water matters. The Hui is an important commencement for such discussions.

Councillor Allen enquired who develops the options in a genuine partnership and how is the process going to be developed. J Palmer responded that it commences next week at the Hui, anticipated to be followed by a mandate from the executive of the Runanga to initiate that conversation, as their input is vital.

Councillor Gordon referred to activity in rural community business activity PC41, seeking clarity on what stage the current process is at. B Bray advised the matter had gone into a hiatus, with final decisions yet to be made. The Council were aware of a number of issues that had arisen and whether to initiate a Plan Change in front of the District Plan Review balancing needs of each aspect. A report will be prepared for consideration by the Council at a later date. J Palmer spoke of the challenges for staff to bring the appropriate report to the Council. Another workshop would occur with the District Planning & Regulation Committee prior to a report being presented.

Moved: Councillor Gordon Seconded: Councillor Williams

THAT the Council:

(a) Receives report No.170223017565.

(b) Approves the Terms of Reference for the District Planning and Regulation Committee for the District Plan Review.

CARRIED

Councillor Gordon stated this is an important exercise and would appreciate seeing the secondary report sooner than later, but accepted the community has an expectation to look at. He commented on the complexity in relation to the District Plan Review and commended the work of staff that is currently being undertaken.

Councillor Atkinson reflected on past requests to make the timelines realistic so the project is undertaken properly and thoroughly, and balance the related work that must occur. Councillor Atkinson stressed the importance of realistic timeframes and outcomes.

Councillor Allen explained his questioning of consultation with Runanga and wider issues, which fundamentally lay with the Council. He commented on the good relationship with Te Ngai Tu Ahuriri Runangi and the importance of that with every Council process. Councillor Allen remarked on the discussions of particular importance that would be held at next weeks annual Hui.

Mayor Ayers spoke of the connection for feeding information through MKT and the resourcing they need to be involved in particular ongoing processes.
8.9 **S-CP 4160 Purchasing (including Tendering) Policy – J Millward (Manager Finance and Business Support) and L Beckingsale (Policy Analyst)**

L Beckingsale spoke on the purpose of the report and the desire to undertake an electronic trial of tenders. The next steps for review and policy amendments were outlined, with a further report then due to the Council for consideration.

Councillor Allen referred to pg 318; suppliers disqualified from tender and queried how does the Council know if a councillor had been approached by a supplier. J Palmer commented on officers attention with Councillors potentially commenting on being lobbied. Expectations are clear in the tender documents. J Palmer could not recall any instances whereby Councillors were lobbied. In a supplementary question Councillor Allen sought clarity on it being the responsibility of Councillors to declare such matters, and an example of wheel bins does it come in under this area. J Palmer said yes it is lobbying, as Councillors are making a policy decision on the level of service, then if it went to a tender situation and lobbying occurred then it would fall within this policy. Councillor Allen stated he was not suggesting anyone had been lobbied. Mayor Ayers said it is extremely rare in our community for such unacceptable behaviour to occur.

Councillor Allen questioned the fairness of the policy to suppliers, reflecting on procurement. J Palmer referred to pg 320 of the report and a general discussion of clarification followed.

Moved: Councillor Felstead Seconded: Councillor Meyer

**THAT**
The Council:

(a) **Receives** report No. 170214013816.

(b) **Adopts** the Purchasing (Including Tendering) Policy

(c) **Notes** a quality procedure document will be prepared to set out the process for opening electronic tender documents.

(d) **Notes** that on receipt of the ‘best practice’ templates from the Regional Working Party the updated policy will be reviewed to ensure best practice compliance is achieved.

**CARRIED**

8.10 **Review of the Commercial Charity Bylaw 2010 – L Hurley (Planning Technician) and R McClung (Senior Policy Analyst)**

R McClung outlined the purpose of the report and need for the bylaw.

Councillor Brine remarked on begging as an isolated issue to Rangiora and queried if begging could be adopted under this bylaw for enforcement. Staff advise that situation was for the person themselves therefore outside the scope of this bylaw. It was suggested the community team may be able to assist people in such situations. J Palmer advised begging was an issue across the country which was difficult to manage, however if the Council requested information, further research could be undertaken.

Councillor Allen queried busking being included in the policy with staff clarifying such instances where a licence has been issued.
Councillor Gordon enquired of any instances where enforcement was required. Staff advised of the very rare occasion when enforcement was required, however majority of charity collectors and operators are compliant and courteous. Staff outlined processes then ensure only one charity collection occurs in the district on any given day as fairness to both the community and charities.

Moved: Mayor Ayers  Seconded: Councillor Allen

**THAT** the Council:

(a) **Receives** report No 170217015278.

(b) **Accepts** that a bylaw is still the most appropriate mechanism to regulate and monitor Commercial Charity collectors in the Waimakariri District and that the existing Bylaw which was adopted in 2010 is the most appropriate form of bylaw and that it does not give rise to any implications under the New Zealand Bill of rights Act 1990.

(c) **Accepts** that the proposed Bylaw meets the non-notification tests of Section 160(3)(B)(ii) and Section 82 of the Local Government Act 2002 and therefore does not require notification pursuant to a Special Consultative Procedure.

(d) **Adopts** the proposed Waimakariri District Council Commercial Charity Bylaw 2017 with minor amendments as shown in Attachment 1 (170217015290).

(e) **Notes** that the Bylaw will come into effect at 4pm on Monday 13 March 2017, to allow time for the public notification process following Council Adoption of the proposed Bylaw.

(f) **Revoles** the Commercial Charity Bylaw 2010 on Monday 13 March at 4pm, which is the date at which the revised 2017 Bylaw comes into effect.

**CARRIED**

Mayor Ayers commented on how the bylaw came about and the reason for the mechanism.

Councillor Allen spoke of rare occasions when people had employed aggressive tactics and intimidation and this was an appropriate mechanism to enforce appropriate behaviour.

It was noted this Bylaw was circulated to the Community Boards.

### 8.11 Ashley Rural Water Advisory Group – S Collin (Infrastructure Strategy Manager)

S Collin spoke briefly to the report.

Moved: Councillor Meyer  Seconded: Councillor Williams

**THAT** the Council:

(a) **Receives** report No. 170216014487.
(b) **Approves** the appointment of Rangiora-Ashley Community Board Member Chris Prickett as its representative on the Ashley Rural Water Advisory Group, to represent the interests of water supply customers in both the Rangiora-Ashley and Woodend-Sefton communities.

(c) **Requests** that the appointed representative reports back to both Community Boards on the activities of the Ashley Rural Water Advisory Group, no less than once per annum.

**CARRIED**

Councillor Williams advised he had attended the last Ashley Rural Water Advisory Group meeting.

9 **MATTERS REFERRED FROM COMMITTEES**

Nil.

10 **MATTERS REFERRED FROM COMMUNITY BOARD**

10.1 **Proposal that the Rangiora-Kaiapoi cycle/walkway be made a centennial memorial to the Battle of Passchendaele – K Stevenson (Roading Manager)**

(reminded to report no. 170124006312 to the Rangiora-Ashley Community Board meeting of 8 February 2017)

Moved: Councillor Gordon Seconded: Councillor Atkinson

**THAT** the Council:

(a) **Receives** report No 170124006312

(b) ** Approves** the Rangiora - Kaiapoi cycle/walkway being made a centennial memorial to the Battle of Passchendaele.

(c) **Approves** the Rangiora - Kaiapoi cycle/walkway being formally named the “Passchendaele Memorial Cycle/Walkway”.

(d) **Notes** that Paisley Road will remain legal road with no name change.

(e) **Circulates** this report to the Utilities and Roading Committee.

**CARRIED**

Councillor Gordon stated the matter had been through both Kaiapoi-Tuahiwi and Rangiora-Ashley Community Board’s. He considered it fitting with the Passchendaele Battle anniversary in October 2017 and being a main link between the two key towns. The RSA were supportive of the proposal.

Councillor Atkinson agreed with Councillor Gordon’s comments.

Mayor Ayers stated the proposed walkway/cycleway is primarily off-road.

**Note item 10.2 was taken at the beginning of the meeting.**
11 HEALTH AND SAFETY

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

J Palmer spoke to the report, reflecting of the incidents and accidents, including an excavator operator that received an electric shock, which was appropriately reported and learned from.

Councillor Blackie sought clarification on the level of reporting incidents. J Palmer spoke of encouraging staff to report health and safety related issues as it could potentially become the commencement of an issue that is potentially work place related for the future.

Moved: Councillor Atkinson    Seconded: Councillor Blackie

THAT the Council:

(a) Receives report no. 170222017316.

CARRIED

Councillor Atkinson noted air conditioning units were considered a potential threat.

12 COMMITTEE/WORKING PARTY/Joint COMMITTEE MINUTES FOR INFORMATION

12.1 Minutes of a meeting of the Community and Recreation Committee held on Tuesday 14 February 2017

12.2 Minutes of a meeting of the Audit and Risk Committee held on Tuesday 14 February 2017

12.3 Minutes of a meeting of the Waimakariri Water Zone Committee held on Monday 13 February 2017

Moved: Councillor Doody    Seconded: Councillor Brine

THAT the information in Items 12.1 to 12.3 be received.

CARRIED

13 COMMUNITY BOARD MINUTES FOR INFORMATION

13.1 Minutes of a meeting of the Rangiora-Ashley Community Board held on Wednesday 8 February 2017

13.2 Minutes of a meeting of the Oxford-Ohoka Community Board held on Thursday 9 February 2017

13.3 Minutes of a meeting of the Woodend-Sefton Community Board held on Monday 13 February 2017

Moved: Mayor Ayers    Seconded: Councillor Atkinson

THAT the information in Items 13.1 to 13.3 be received.

CARRIED
Councillor Gordon commented on an item before the Rangiora-Ashley Community Board the following evening relating to a proposed Cones Road walkway which had generated public interest.

Councillor Doody thanked the Community Boards for supporting the recent request by the Justice of the Peace for funding.

Councillor Meyer commented on the new Woodend-Sefton Board chair being Shona Powell, who would chair the March meeting the following week.

Councillor Blackie advised that Woodend-Sefton Board member Andrew Thompson had been selected onto the Northern Pegasus Bay Bylaw Panel for its next phase.

14 CORRESPONDENCE

Nil.

15 MAYOR’S DIARY FROM 31 JANUARY – 27 FEBRUARY 2017

Moved: Councillor Felstead Seconded: Councillor Allen

THAT the Council:

(a) Receives report no.170222017040.

CARRIED

Mayor Ayers commented on Environment Canterbury and public situations when councillors are District Councillors and should not be considered ward councillors.

Mayor Ayers thanked the Deputy Mayor for attending several events in his absence.

Councillor Doody commented on the successful opening of the hockey turf facility in Rangiora. Mayor Ayers commented on the Black Sticks playing USA later in March at the facility.

16 COUNCIL PORTFOLIO UPDATES

16.1 Iwi Relationships

Mayor Ayers spoke of the annual Hui next week, being hosted by the Tuahiwi Marae.

Further explanation was provided about the Tui programme mentioned in the Mayoral diary.

16.2 Canterbury Water Management Strategy

Councillor Stewart provided an overview of the last meeting and was hopeful of issues being worked through at the following weeks meeting.

Councillor Stewart advised alternative pathways for dealing with contamination in waterways was under discussion with the community during March.
16.3 **International Relationships**

Councillor Felstead reflected on attending Japanese Day on 5 March.

Councillor Felstead advised a visit from sister-city Enshi was imminent at the end of March, and would be part of a wider Hubei providence delegation. A further Chinese delegation was anticipated at the end of April in association with ARA Institute of Canterbury and an art exhibition.

17 **QUESTIONS**

Nil.

18 **URGENT GENERAL BUSINESS**

Nil.

19 **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

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

Moved: Councillor Atkinson Seconded: Mayor Ayers

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>19.1</td>
<td>Minutes of the public excluded portion of Council meeting 7 February 2017</td>
<td>Confirmation of minutes</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
<tr>
<td>19.2</td>
<td>Minutes of the public excluded portion of Council meeting of 15-16 February 2017</td>
<td>Confirmation of minutes</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
<tr>
<td>19.3</td>
<td>Report of Ken Stevenson (Roading Manager)</td>
<td>Barkers Road seal extension – targeted rate and include sealing in the Road Maintenance Contract</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
<tr>
<td>19.4</td>
<td>Report of Colin Roxburgh (Water Asset Manager), Gary Boot (Senior Engineering Advisor) and Paul Reed</td>
<td>Contract 16/49 Kaiapoi East Water Reticulation – EQ Rebuild Tender Report</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>
<tbody>
<tr>
<td>19.1 to 19.6</td>
<td>Protection of privacy of natural persons, To carry out commercial activities without prejudice</td>
<td>A2(a), A2(b)i, i</td>
</tr>
</tbody>
</table>

CARRIED

**CLOSED MEETING**

The public were excluded from the meeting from 5.03pm until 5.33pm.

**NEXT MEETING**

The next scheduled meeting of the Council commences at 1.00pm on Tuesday 4 April 2017 in the Council Chambers.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.34pm.

CONFIRMED:

________________________
Chairperson

________________________
Date