

**MINUTES OF A MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON TUESDAY 8 NOVEMBER 2022, COMMENCING AT 8.30AM.**

The Mayor opened the meeting at 8.30am and called a brief adjournment to allow time for member accessing the meeting remotely. The meeting resumed at 8.40am.

**PRESENT**

Mayor D Gordon (Chairperson), Deputy Mayor N Atkinson, Councillors A Blackie, R Brine (attended remotely via Zoom, from 8.41am), B Cairns, T Fulton, J Goldsworthy, N Mealings, P Redmond, J Ward and P Williams.

**IN ATTENDANCE**

J Millward (Acting Chief Executive), G Cleary (General Manager Utilities and Rooding), K Simpson (3 Waters Manager), C Roxburgh (Water Asset Manager), S Nichols (Governance Manager) and A Smith (Governance Coordinator).

**1. APOLOGIES**

Moved: Councillor Blackie                      Seconded: Councillor Mealings

**THAT** an apology for lateness be received and sustained from Councillor Brine.

**CARRIED**

**2. CONFLICTS OF INTEREST**

There were no conflicts of interest recorded.

**3. ACKNOWLEDGEMENTS**

There were no acknowledgements.

**4. CONFIRMATION OF MINUTES**

**4.1 Minutes of a meeting of the Waimakariri District Council held on 27 October 2022**

Moved: Councillor Mealings                      Seconded: Councillor Goldsworthy

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of the meeting of the Waimakariri District Council meeting held on 27 October 2022.

**CARRIED**

**MATTERS ARISING (FROM MINUTES)**

## 5. REPORTS

### 5.1. Obligations Regarding Chlorination of Public Water Supplies – G Cleary (General Manager Utilities and Roding), K Simpson (3 Waters Manager), and C Roxburgh (Water Asset Manager)

G Cleary, K Simpson and C Roxburgh were present for consideration of this report. G Cleary introduced the report, noting the importance of this decision for the Council. Over recent times there had been changes to drinking water standards, with the key period for the Council being July 2022 when the latest drinking water standards became available, and provided some certainty at that time. The Council had considered a programme of UV disinfection upgrades throughout the district and staff believe that the Council should proceed at pace in having these UV treatments installed. The Council had always had a history of being compliant with drinking water standards, and was an important obligation to provide a compliant and safe drinking water supply.

The Council was fortunate to host the Chief Executive of Taumata Arowai at a briefing recently. Taumata Arowai staff would be visiting the Cust Water Supply in relation to the Council's chlorine exemption application on 9 November 2022. Staff had a busy programme submitting applications seeking chlorine exemptions in the Council's urban water supplies of Rangiora, Kaiapoi, Woodend-Pegasus, Oxford, Cust and Waikuku Beach.

G Cleary said the report sought a Council decision to either approve the introduction of temporary chlorination in the currently unchlorinated supplies, or to continue to operate its normally unchlorinated supplies while working with Taumata Arowai on an agreed pathway towards compliance.

Councillor Williams asked if the Council could enter into negotiations with the Taumata Arowai prior to investing in the UV treatments to ascertain if the exemptions would be approved. G Cleary responded that this option had been considered by staff, noting that the Council had, over a number years, had a "wait and see" approach. However to have a non-chlorinated drinking water supply, it was essential to have UV treatment and staff would not recommend a 'wait and see' approach at this time. A more comprehensive report would be presented to the Utilities and Roding meeting on 29 November and the Council would have the opportunity to consider prior to allocating funding.

Councillor Cairns sought clarification on Section 31 of the Drinking Water Safety Act, enquiring if there were any alternative water treatment options available, apart from UV treatment or chlorination. G Cleary advised that there were other options which could be used for water treatment, however as the water supplies were of such high quality in the district, these alternative options were not appropriate. G Cleary added that chlorine was the option used almost exclusively in New Zealand and internationally as a residual disinfectant. The community had given a clear indication that they would not support having a chlorinated drinking water supply.

Councillor Redmond asked if there had been further discussions with the Regulator since its visit to the Council. G Cleary advised that they had viewed the staff report and offered some comment and there would be ongoing conversations with Taumata Arowai in the future.

**THAT** the Council:

- (a) **Receives** Report No. 221013178519.
- (b) **Notes** that the Water Services Act (WSA) required a residual disinfectant (chlorine) in all its water supplies from 14 November 2022, both directly via Section 31 of the Water Services Act for all supplies unless an exemption was obtained, but also via the Drinking Water Quality Assurance Rules for any supply that does not have an alternative mechanism to provide bacterial treatment such as UV disinfection.
- (c) **Notes** that there was a process currently underway where all the Council's urban and on-demand supplies had applied for exemptions to having a residual disinfectant (chlorine), and that assessment of these applications was currently underway with Taumata Arowai, but that it was unlikely any of these assessments would be completed by the 14 November 2022 deadline when the Water Standards Act requirements took effect.
- (d) **Notes** that given the ongoing assessment, discussions had been held with Taumata Arowai in relation to the implications of the Water Services Act, and it had been agreed a pragmatic approach could be taken to allow a programme of works towards compliance be agreed and implemented over the coming 12 months, taking into account the residual disinfection (chlorine) exemption application process that was still underway.
- (e) **Instructs** staff to continue to operate its normally unchlorinated supplies as they are now, while working with Taumata Arowai on an agreed pathway towards compliance taking into account the outcome of the residual disinfection exemption application assessments that are underway at present.
- (f) **Approves** the programme towards compliance to be agreed with Taumata Arowai (as referred to above) to include bringing forward all the UV disinfection upgrades on the currently unchlorinated schemes into the 2023/24 financial year, and also the introduction of additional *E. coli* samples over and above existing levels.
- (g) **Notes** that there was infrastructure in place to implement emergency chlorination at short notice in response to any test results or operational issues that were considered by staff to be a potential risk to drinking water safety and that staff would implement chlorination as part of the response to any potential event they deemed necessary.
- (h) **Notes** that whether chlorine was or was not introduced in response to the November 2022 deadline, the Council would still not be fully compliant with the new Drinking Water Quality Assurance Rules, as there were a series of other upgrades (not related to chlorination) that were underway or required in response to the new Rules that were issued in July 2022.
- (i) **Notes** that the risk profile of these supplies had not changed. The law had changed and perceptions and appetite for risk had changed, but the supply risk level had not.

- (j) **Notes** that the Council had taken numerous opportunities to express the views of its communities with respect to chlorination and the community desire for water supplies to be free of chlorine wherever possible, the Mayor and Manager Utilities and Roading submitted on these points to the Government's Select Committee, as part of the Water Services Act consultation period, and attended meetings with the Taumata Arawai Chief Executive to reinforce the community views.
- (k) **Notes** that news stories had been published by the Council throughout the year to raise general community awareness of the need to chlorinate water supplies if exemptions were not gained, and that further targeted communications would take place following the adoption of this report to update the community on the next steps.
- (l) **Circulates** this report to the Community Boards for their information.

### **CARRIED**

In supporting the motion, Mayor Gordon acknowledged that this was a significant decision for the Council, which was well aware of the communities preference for chlorine free water. Mayor Gordon did not see the need, at this time, to introduce chlorination. In bringing forward the UV disinfection, a regular testing regime and retaining the option of emergency chlorination at short notice, he believed the Council would do everything to make sure that the community had safe drinking water supplies. Mayor Gordon was proud of the work done by the Council staff in meeting and maintaining the required standards of drinking water supplies over a number of years. Mayor Gordon believed this was a pragmatic way forward and supported the need for the water regulator Taumata Arawai.

Councillor Williams noted that the community were not in favour of having the water supplies chlorinated. The Waimakariri district had some of the best quality drinking water supplies in the country and Councillor Williams thanked staff for the work undertaken in managing the water supplies.

Councillor Mealings was also in support of the motion, noting the Council's proven track record of compliance with drinking water supply quality and had demonstrated an ability to manage these water supplies.

Councillor Redmond reiterated that the community had been clear that there was no support for chlorine in the water supplies. Following the meeting with the Chief Executive of the Water Regulator, where practical ways forward had been discussed and how Taumata Arawai would work with the Council and in conjunction with the programme that the staff had in place Councillor Redmond believed this would achieve the outcome that the community wanted, ie. having unchlorinated water in urban drinking water supplies.

Councillor Fulton commended staff on the work that had been undertaken to date with the drinking water supplies, noting that water was a treasure and that the Council should be looking to preserve this taonga.

In reply, Mayor Gordon also acknowledged and thanked staff present for the work undertaken in submitting all the water supply exemptions to the Water Authority. This Council had some of the best guardians of its water supplies throughout New Zealand.

5.2. **Appointment of Standing Committee Members and Chairs of Standing Committees of Council – Mayor Gordon**

Mayor Gordon spoke to this report, with the Governance Manager present. Mayor Gordon acknowledged the portfolio system and the sharing of Committee Chair duties on the Standing Committees, throughout the term of Council. Mayor Gordon believed this was a fair system.

There were no questions from members.

Moved: Councillor Atkinson                      Seconded: Councillor Blackie

**THAT** the Council:

- (a)     **Receives** report No. 221025185070.
- (b)     **Notes** under section 41A of the Local Government Act, the Mayor had the power to establish Committees of the Council and to appoint the Chairperson of each Committee and could make the appointment(s) before the other members of the Committee are determined and may appoint him/herself.
- (c)     **Notes** Mayor Gordon was ex-officio on all Committee and sub-committees of the Council pursuant to the Local Government 2002 Act.
- (d)     **Establishes** the Hearings Committee for Hearings, other than RMA Hearings.
- (e)     **Appoints** Councillors Atkinson, Blackie, Brine, Cairns, Fulton, Goldsworthy, Mealings, Redmond, Ward and Williams to the Hearings Committee.
- (f)     **Establishes** the Chief Executive Review Committee.
- (g)     **Appoints** Mayor Gordon, Deputy Mayor Atkinson, Councillor Brine, Councillor Redmond and Councillor Ward to the Chief Executive Review Committee.
- (h)     **Establishes** the Mahi Tahi Joint Development Committee.
- (i)     **Appoints** Mayor Gordon, Deputy Mayor Atkinson and Councillor Mealings to the Mahi Tahi Joint Development Committee.
- (j)     **Appoints** five (5) Councillors Atkinson, Fulton, Goldsworthy, Ward, and Williams to the Audit and Risk Committee.
- (k)     **Appoints** five (5) Councillors Blackie, Brine, Cairns, Mealings and Redmond to the Community and Recreation Committee.
- (l)     **Appoints** five (5) Councillors Atkinson, Blackie, Cairns, Fulton, and Goldsworthy to the District Planning and Regulation Committee.
- (m)     **Appoints five** (5) Councillors Brine, Mealings, Redmond, Ward and Williams to the Utilities and Roading Committee.
- (n)     **Appoints** Councillor Atkinson as the first Chair of the Audit and Risk Committee to 30 April 2024.
- (o)     **Appoints** Councillor Goldsworthy as second Chair of the Audit and Risk Committee from 1 May 2024 to the end of the triennium term in October 2025.

- (p) **Appoints** Councillor Redmond as first Chair of the Community and Recreation Committee to 31 October 2023.
- (q) **Appoints** Councillor Brine as second Chair of the Community and Recreation Committee from 1 November 2023 to 31 October 2024.
- (r) **Appoints** Councillor Cairns as third Chair of the Community and Recreation Committee from 1 November 2024 to the end of the triennium term in October 2025.
- (s) **Appoints** Councillor Blackie as first Chair of the District Planning and Regulation Committee to 30 April 2024.
- (t) **Appoints** Councillor Fulton as second Chair of the District Planning and Regulation Committee from 1 May 2024 to the end of the triennium term in October 2025.
- (u) **Appoints** Councillor Mealings as first Chair of the Utilities and Roading Committee to 31 October 2023.
- (v) **Appoints** Councillor Williams as second Chair of the Utilities and Roading Committee from 1 November 2023 to 31 October 2024.
- (w) **Appoints** Councillor Ward as third Chair of the Utilities and Roading Committee from 1 November 2024 to the end of the triennium term in October 2025.

**CARRIED**

### 5.3. Appointment to Joint Regional Committees – Mayor Gordon

Mayor Gordon presented this report, with the Governance Manager present. The recommendation to appoint D Ayers to the Canterbury Museum Trust Board was highlighted and that Hurunui District Council also supported this appointment. D Ayers was Chairperson of this Trust during the previous term of the Council.

There were no questions.

Moved: Councillor Mealings

Seconded: Councillor Ward

**THAT** the Council:

- (a) **Receives** report No. 221010175210.
- (b) **Appoints** Councillor Brine to the Canterbury Waste Joint Committee.
- (c) **Appoints** Councillor Brine to the Canterbury Regional Landfill Joint Committee.
- (d) **Appoints** Mayor Gordon as the Council's representative on the Canterbury Civil Defence Emergency Management Group (CDEM Group).
- (e) **Appoints** Mayor Gordon, and Councillors Neville Atkinson and Niki Mealings to the Greater Christchurch Partnership (GCP).
- (f) **Appoints** Mayor Gordon to the Greater Christchurch Public Transport Joint Committee.
- (g) **Appoints** Mayor Gordon to the Canterbury Regional Land Transport Committee.

- (h) **Appoints** Councillor Fulton the Waimakariri Water Zone Committee.
- (i) **Appoints** Councillor Blackie as a Trustee to the Te Kohaka o Tuhaitara Trust.
- (j) **Appoints** Mayor Gordon as a Trustee to Enterprise North Canterbury.
- (k) **Appoints** Mr David Ayers to the Canterbury Museum Trust Board.
- (l) **Notes** appointments and Chairs to Standing Committees was subject to a separate report. (Trim 221025185070).
- (m) **Notes** appointments to the District Licencing Committee consist of Commissioners Neville Atkinson (Chair), Jim Gerard (Deputy Chair), Wendy Doody, Philip Redmond and Paul Williams until review in mid-2024.
- (n) **Notes** all other appointments cease at the end of the 2022-25 Local Body Triennial term, being 11 October 2025, unless appointed to a Council Controlled Organisation (CCO) or specifically altered by the Council.

**CARRIED**

#### 5.4. Appointment of Portfolio Holders – Mayor Gordon

Mayor Gordon presented this report, noting two new portfolios that had been established for the term, being Government Reform and Property and Housing portfolios. There may be further updates to the portfolios for the Council to consider at subsequent meetings.

There were no questions.

Moved: Councillor Blackie

Seconded: Councillor Cairns

**THAT** the Council:

- (a) **Receives** report No. 221025185171.
- (b) **Establishes** Portfolios for Councillors and **notes** the generic Portfolio Holder Role Description.
- (c) **Appoints** Mayor Gordon as Portfolio Holder of Iwi Relationships.
- (d) **Appoints** Mayor Gordon as Portfolio Holder of Government Reform.
- (e) **Appoints** Mayor Gordon as Portfolio Holder of Greater Christchurch Partnership.
- (f) **Appoints** Mayor Gordon as Portfolio Holder of Transport.
- (g) **Appoints** Deputy Mayor Atkinson as Portfolio Holder of Property and Housing.
- (h) **Appoints** Deputy Mayor Atkinson as Portfolio Holder of International Relationships.
- (i) **Appoints** Councillor Blackie as Portfolio Holder of Arts and Culture.
- (j) **Appoints** Councillor Mealings as Portfolio Holder of Climate Change and Sustainability.

- (k) **Appoints** Councillor Brine as Portfolio Holder of Solid Waste.
- (l) **Appoints** Councillor Ward as Portfolio Holder of Audit, Risk, Annual/Long Term Plans.
- (m) **Appoints** Councillor Ward as Portfolio Holder of Communications and Customer Service.
- (n) **Appoints** Councillor Blackie as Portfolio Holder of Greenspace (Parks, Reserves and Sports Grounds).
- (o) **Appoints** Councillor Brine as Portfolio Holder of Community Facilities (including Aquatic Centres, Multi-use Sports Stadium, Libraries/Service Centres, Town Halls, and Museums).
- (p) **Appoints** Councillor Cairns as Portfolio Holder of Community Development and Wellbeing.
- (q) **Appoints** Councillor Cairns as Portfolio Holder of Business, Promotion and Town Centres.
- (r) **Appoints** Councillor Fulton as Portfolio Holder of District Planning.
- (s) **Appoints** Councillor Goldsworthy as Portfolio Holder of Civil Defence and Regulation.
- (t) **Appoints** Councillor Redmond as Portfolio Holder of Roading.
- (u) **Appoints** Councillor Williams as Portfolio Holder of Drainage and Stockwater and Three Waters (Drinking Water, Sewer and Stormwater).
- (v) **Notes** that a further report would be considered by the Council with additional portfolios and detailed portfolio descriptions which link with the proposed Council Charter.
- (w) **Notes** that appointments and portfolios may be reviewed in November 2023 by the Council or at the discretion of the Mayor.

**CARRIED**

#### **5.5. Councillor Remuneration 2022/23 – S Nichols (Governance Manager)**

S Nichols presented this report, noting the independent Remuneration Authority sets the remuneration for elected members. For the period from the recent election, (mid-October), the Authority set a schedule of a pool of funds to be shared to the Councillors and Deputy Mayor for this new term of Council. There had been an increase of \$52,000 from the previous pool of funds. With all Councillors and Deputy Mayor holding Portfolios and Committee Chair responsibilities, this would be distributed evenly. Subsequent to the report being written, further information was circulated to members, providing information on two potential calculations to consider, or alternatively, members could come up with their own formula to disperse the funds. The previous Council allowed for additional funds for the Deputy Mayor role, recognising the extra duties of this role, as well as Chairperson duties and Portfolio duties.



S Nichols highlighted the two options suggested for the split of the pool of funds, with the first option being 12% of the pool going to the Deputy Mayor and the remaining 88% split evenly between the nine Councillors. The second option, recommended and approved from the previous Council was that the additional \$52,000 be split evenly eleven ways and the additional split amount allocated to the Deputy Mayor to recognise his additional duties.

Following a question from Councillor Redmond, it was confirmed by S Nichols that the calculation of the distribution of the pool of funds for this term of Council was endorsed by the Council in July 2022, which was based on the second option (as above).

Moved: Mayor Gordon

Seconded: Councillor Blackie

**THAT** the Council:

- (a) **Receives** Report No. 221026186065.
- (b) **Notes** the remuneration was set by the Remuneration Authority in the Local Government Members (2022/23) Determination (schedule 2) for the Mayor (at \$146,838), and Community Board members from the day after the date of the official election result being declared 13 October 2022 to 30 June 2023.
- (c) **Notes** the base remuneration for Councillors with no portfolios or chairing responsibilities was \$42,143.
- (d) **Notes** the remuneration pool set by the Remuneration Authority post election to 30 June 2023 was \$555,247.
- (e) **Endorses** the remuneration for nine councillors, who all hold portfolios and chairing responsibilities was \$53,986 to 30 June 2023.
- (f) **Endorses** the remuneration for the Deputy Mayor being \$69,373.

**CARRIED**

Councillor Atkinson abstained

Mayor Gordon supported the motion, acknowledging the shared duties of Portfolio holders and shared Committee Chair duties with all councillors work acknowledged. The Deputy Mayor position took on additional responsibilities for the Council which also needed to be acknowledged.

Councillor Blackie noted the support provided to the Mayor, by the current Deputy Mayor and believed this is an excellent arrangement.

In support of the motion, Councillor Brine also paid tribute to the work of the previous Deputy Mayor Kevin Felstead in that role, acknowledging the often unseen additional duties undertaken.

Councillor Mealings also acknowledged the work of the Deputy Mayor and his support for the Mayor.

Mayor Gordon in reply, also acknowledged the work of the previous Deputy Mayor Kevin Felstead. Appreciation for the work and support of current Deputy Mayor Neville Atkinson was extended by Mayor Gordon.

**6. HEALTH, SAFETY AND WELLBEING**

**6.1 Health, Safety and Wellbeing Report October 2022 – J Millward (Acting Chief Executive)**

J Millward spoke to this report, with five incidents for the past month. The next staff Health and Safety Committee meeting was to be held on 3 December 2022 and that all staff training was up to date.

There were no questions from members.

Moved: Councillor Goldsworthy

Seconded: Councillor Fulton

**THAT** the Council:

- (a) **Receives** Report No 221020183380.
- (b) **Notes** that there were no notifiable incidents this month. The organisation was, so far as was reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) as required by the Health and Safety at work Act 2015.
- (c) **Circulates** this information to Community Boards for their information.

**CARRIED**

**7. QUESTIONS**

There were no questions.

**8. URGENT GENERAL BUSINESS**

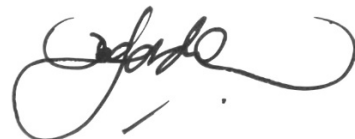
There was no urgent general business.

**9. NEXT MEETING**

The next meeting of the Council is scheduled to be held at 1pm on Tuesday 6 December 2022 in the Council Chamber, 215 High Street, Rangiora.

There being no further business, the meeting closed at 9.21am.

CONFIRMED



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Chairperson  
Mayor Dan Gordon

6 December 2022  
Date