

**MINUTES OF A MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY, 5 DECEMBER 2023, WHICH COMMENCED AT 1.00PM.**

**PRESENT**

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

**IN ATTENDANCE**

J Millward (Chief Executive), G Cleary (General Manager Utilities and Roding), S Hart (General Manager Strategy, Engagement and Economic Development), C Brown (General Manager Community and Recreation), K Simpson (3 Waters Manager), S Nichols (Governance Manager), J McBride (Roding and Transport Manager), G MacLeod (Greenspace Manager), J Recker (Stormwater and Waterways Manager), B Dollery (Ecologist – Biodiversity) via Teams, K Rabe (Governance Advisor) and T Kunkel (Governance Team Leader).

**1. APOLOGIES**

Moved: Councillor Williams

Seconded: Councillor Ward

Apologies for early departure were received and sustained from Mayor Gordon and Councillor Brine who requested to leave at the meeting at 5.30pm.

**CARRIED**

**2. CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

**3. ACKNOWLEDGEMENTS**

The Mayor acknowledged the Honourable Matt Doocey as the only Member of Parliament from the South Island to be appointed to cabinet, and now holds the following portfolios:

- Minister for Mental Health
- Minister for Tourism and Hospitality
- Minister for Youth.
- Minister for Accident Compensation Corporation (ACC)
- Associate Minister of Health
- Associate Minister for Transport

The Mayor also acknowledged the Christmas displays in towns, which signalled the start of the Christmas season. Also of note were the Christmas trees outside the Council buildings in Kaiapoi and Rangiora, which added a festive ambience to the town centres and attracted many visitors.

**4. CONFIRMATION OF MINUTES**

**4.1 Minutes of a meeting of the Waimakariri District Council held on Tuesday 7 November 2023**

Councillor Redmond noted that Item 7.4 'Adoption of Waimakariri District Community Outcomes', paragraph three, page seven, should be amended to read as follows:

*"Mayor Gordon confirmed that several years ago, it had been considered of value to add these to the Council's goals at that time, however, he wanted to reassure those who expressed concerns that there was **no** linkage or relationship with the United Nations as is being alleged by some in the community."*

Moved: Councillor Williams

Seconded: Councillor Redmond

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the amended Minutes of the Waimakariri District Council meeting held on Tuesday, 7 November 2023.

**CARRIED**

**MATTERS ARISING (From Minutes)**

There were no matters arising from the Minutes.

**5. DEPUTATIONS AND PRESENTATIONS**

**5.1 Te Whatu Ora Health New Zealand.**

Te Whatu Ora Health apologised for being unable to attend the Council meeting due to unforeseen circumstances.

**6. ADJOURNED BUSINESS**

Nil.

**7. REPORTS**

**7.1 Skew Bridge Status Report – J McBride (Roading and Transport Manager) and G Cleary (General Manager Utilities and Roading)**

G Cleary and J McBride were in attendance to provide an outline of the work undertaken on Skew Bridge to date as requested at the Council meeting in October 2023. J McBride provided a brief overview of the information contained in the report.

Councillor Williams noted that the estimated remaining life of Skew Bridge was 17 years and queried who would be responsible for the cost of replacing the bridge at that time. G Cleary replied that staff would continue to lobby Waka Kotahi for funding, and the bridge has again been put forward for inclusion in the 2024/27 Regional Land Transport Plan (RLTP) as a regionally significant project. Also, the project had been included in the 2024/34 Long Term Plan for consideration.

Councillor Ward expressed concern about the disruption the bridge's closure may cause if it was damaged and the pressure this would place on Lineside Road. J McBride acknowledged that the Council considered Skew Bridge critical network infrastructure and a major constraint.

Councillor Redmond questioned the number of vehicles that used the Skew Bridge daily and the options open to the Council if the bridge had to be closed. J McBride replied that approximately 9,000 vehicles used Skewbridge Road daily, stating that diversions could be set up either to Lineside Road or via Mill Road, as had been done when tree felling near Skew Bridge had been carried out recently.

Councillor Cairns queried if the indicative cost of \$11million included realigning Skewbridge Road on either side of the bridge to improve safety and was advised that this would be the total cost for all subsidiary works, which included road alignment.

In response to Councillor Goldsworthy's query regarding the class of vehicle that were able to use the Skew Bridge, G Cleary stated that any vehicle who display a yellow 'HPMV' sticker was prohibited to use the bridge currently.

Councillor Ward queried if it would be possible to retain the use of the current bridge while a new bridge was being constructed, and J McBride replied that would be the optimum solution, however, it may not be feasible.

Moved: Councillor Redmond

Seconded: Mayor Gordon

**THAT** the Council:

- (a) **Receives** Report No. 231123188240.
- (b) **Notes** that Skew Bridge continued to be monitored annually as part of the wider Bridge Inspection Programme and maintenance repairs would be undertaken as required.
- (c) **Notes** that Skew Bridge capacity had been assessed and the bridge was suitable to carry Class 1 vehicles and had been assessed as having approximately 17 years of life remaining.
- (d) **Notes** that improvements had been carried out on the approaches of Skew Bridge in an effort to help improve safety for drivers approaching the bridge.
- (e) **Notes** that replacement of Skew Bridge was a strategic priority and was included in the 2024/34 Long Term Plan to reduce crashes and address safety concerns, allow for increasing growth, better cater for freight movements, and renew this aging infrastructure.
- (f) **Notes** that funding criteria for replacement had not previously been met, and that should this continue then alternate options for funding could be considered at a later date by the Council once the outcome of the 2024/27 National Land Transport Programme was known.
- (g) **Notes** that the current estimate for the cost of the bridge replacement was \$11 million, however, a review of the estimated costs was currently underway.

**CARRIED**

Councillor Redmond supported the motion, acknowledging the critical importance of Skew Bridge, and he noted that the bridge was currently very narrow and quite intimidating to use. He supported the staff's continued lobbying for funding from Waka Kotahi.

Mayor Gordon thanked staff for the clarification and requested that the information be shared with Mr B Bellis, who previously did a presentation to the Council regarding concerns about Skew Bridge.

Mayor Gordon believed that consideration should be given to expediting the replacement of the bridge, given the implied safety issues. However, noted that he was hopeful that the Government would contribute to the cost of the replacement and intended to advocate to the Minister of Transport on this matter in the near future.

Councillor Ward was pleased that this report had been brought to the Council and hoped that consideration would be given to bringing this project forward during the 2024/34 Long Term Plan process.

Councillor Redmond reiterated that this was a critical part of the district's roading network and supported replacing Skew Bridge.

7.2 **Waimakariri Gorge Bridge Deck Replacement – Delegation to Approve Award of a Contract** – J McBride (Roading and Transport Manager) and G Cleary (General Manager Utilities and Roading)

*This matter was dealt with in Public Excluded to enable the Council holding the information to carry out, without prejudice or disadvantage, commercial activities; and negotiations (including commercial and industrial negotiations) as per S(7)(2)(h) and (i) of the Local Government Official Information and Meetings Act 1987.*

7.3 **October 2023 Severe Wind Event – Request for Funding** – J McBride (Roading and Transport Manager), G Cleary (General Manager Utilities and Roading) and G McLeod (Greenspace Manager)

J McBride provided an overview of the October 2023 extreme wind event and sought funding of \$245,000 for the emergency response, immediate recovery works and the removal of the trees / debris, allowing roads to be reopened.

Councillor Williams noted that there seemed to be many fallen trees left on the side of roads and asked who was responsible for removing the debris. J McBride advised that property owners were responsible for removing fallen trees.

In response to a query from Councillor Fulton, J McBride stated it was the Council's responsibility to keep the roading network clear and open for all road users, however, property owners were expected to remove the trees that belonged to them.

Councillor Williams questioned whether it was possible to recover the costs for clearing roads from property owners who were likely to be insured. G Cleary explained that this would be a very onerous administrative process, however, he agreed that staff could investigate the matter further to ascertain if it was economically viable.

Moved: Deputy Mayor Atkinson

Seconded: Councillor Blackie

**THAT** the Council:

- (a) **Receives** Report No. 231121187247.
- (b) **Approves** new budget of \$245,000 for recovery from the severe wind event on the 14 and 15 October 2023, with \$195,000 being for Roading related response (PJ102327.588.2442), and \$50,000 to cover expected costs for asset damage on Greenspace administered land (GL 10.538.809.2514).
- (c) **Notes** that an application for Emergency Event Funding had been submitted to Waka Kotahi, seeking co-funding for the roading related response and recovery costs.
- (d) **Notes** that the current funding rate from Waka Kotahi for Roading related emergency response was 51% and as such (and assuming funding was approved) the Council share of the cost would be \$95,550 (49% share).

**CARRIED**

Deputy Mayor Atkinson noted that weather events were occurring more frequently, and the reality was that the roading network needed to be kept clear and functional to allow emergency services and freight to keep operating during times of crisis. He noted that most residential homes did not carry public liability insurance, and it was therefore unlikely they would be insured against damage caused by fallen trees or blocked roads.

7.4 **Request for Approval in Principle for Riverside Road / Inglis Road Seal Extension and to seek prices to allow setting of a Targeted Rate** – J McBride (Roading and Transport Manager) and G Cleary (General Manager Utilities and Roading)

Staff provided an overview of the report which sought approval, in principle, for the sealing of portions of Riverside and Inglis Roads, on the condition that the adjoining property owners agree to fund the "top-up" required to bring the development share for sealing to 30% contribution, under the Rural Seal Extension Policy.

Councillor Mealings pointed out that the Oxford-Ohoka Community Board was mentioned as part of recommendation (h), however, this portion of Riverside and Inglis Roads were in the Rangiora- Ashely Ward. J McBride acknowledged that this was correct.

In response to a question from Councillor Mealings, J McBride noted that all property owners along this stretch of roads would be expected to pay targeted rates for the resealing. If any of the properties were subdivided later, any new property owners would also incur targeted rating.

Councillor Mealings sought clarity on the options the Council provided to property owners regarding sealing portions of Riverside and Inglis Roads under the Council's Seal Extension Policy. J McBride explained that although residents were provided with three options, the Council had only two options to choose from, i.e. to agree in principle to the resealing or to decline the request as set out in the report.

Councillor Brine noted that mention was made of a number of caveats and queried what these entailed. J McBride pointed out that this mainly related to the calculation of the proposed targeted rates.

Councillor Ward enquired whether the reduced maintenance for gravel roads could offset the cost of the resealing and J McBride replied that maintenance of sealed roads was higher than that of unsealed roads.

In response to a query by Councillor Williams regarding what prompted the proposed sealing of roads, J McBride noted that, in this instance, it had been a request from property owners. However, the Council could consider sealing roads if there was a sufficient increase in traffic using a road to trigger the sealing of a road.

Mayor Gordon asked if staff wished the Council to appoint a hearing panel in the interest of saving time later and J McBride replied that it was too early in the process to determine if a hearing would be required.

Moved: Councillor Ward

Seconded: Councillor Brine

**THAT** the Council:

- (a) **Receives** Report No. 231123188760.
- (b) **Approves** in principle, the sealing of Riverside Road and Inglis Road, from the S-bend on Riverside Road to Inglis Road, and Inglis Road from the bend to the access of no. 52, on the condition that adjoining property owners agreed to fund the "top up" required to bring the development share for sealing to 30% contribution.
- (c) **Notes** that sealing (if approved) would be carried out under the Rural Seal Extension Policy (refer Trim No. 231123188754).
- (d) **Notes** that the previous estimate for the work was \$560,000 excluding GST, however, this needed to be tested with the market to provide more certainty on the costs and to inform setting of a targeted rate.
- (e) **Notes** that a Special Consultative Procedure (SCP) for a targeted rate would be carried out once a firmer price had been received, to allow more certainty around the costs and the targeted rate.

- (f) **Notes** that a report would be brought to the Council in March 2024 seeking approval of the Special Consultative Procedure (SCP) documentation, timeline, and hearings panel.
- (g) **Notes**, that based on current traffic volumes, this road would not currently trigger sealing under the current levels of service.
- (h) **Circulates** this report to the Utilities and Roading Committee and the Rangiora-Ashley Community Board for information.

**CARRIED**

Councillor Ward believed that if the property owners wanted the roads along their properties sealed, the Council should assist them.

Councillor Brine concurred with Councillor Ward and noted that a Special Consultative Procedure and possible hearing would deal with the matter.

**7.5 Climate Change Response Programme – Budget Reallocation (Better Off Funding)**  
 – J Cathcart (Senior Project Engineer) and S Hart (General Manager Strategy, Engagement and Economic Development)

S Hart spoke to the report which sought approval to request the Department of Internal Affairs (DIA) to reallocate \$200,000 of its Better Off Funding within subprojects of the Climate Change Response Project.

Councillor Redmond queried if this was merely a 'ticking a box' exercise or if the DIA would take a different view. S Hart replied that he could not respond on behalf of the Department, however, he believed there was little risk of refusal, and this would be primarily an administrative matter.

Councillor Blackie noted that \$80,000 was a significant amount of money for reviewing the Parking Strategy. S Hart replied that the Parking Strategy was reviewed every two years to ensure the Council was utilising its parking provision for the best possible outcomes for residents and commercial activities and to plan for future needs.

Councillor Fulton enquired if the Council could not review the Parking Strategy in-house. S Hart advised that the Council was under-resourced and that the parking review was more than just an analysis of data. The exercise also included technical and practical requirements for property purchase and town planning.

Councillor Williams questioned the need to review the Parking Strategy. S Hart noted that technology and Central Government reforms, including the provision of cycle lanes, had impacted parking provision. For example, vacant commercial land currently used for parking could be withdrawn. With the Central Government no longer requiring developers to provide parking, it fell to the Council to ensure sufficient parking within the town centres. Any land acquisition for possible parking had to be flagged for discussion during the 2024/34 Long Term Plan process as part of planning for future development and growth of townships within the district.

Moved: Councillor Cairns

Seconded: Councillor Brine

**THAT** the Council:

- (a) **Receives** Report No. 231109180114.
- (b) **Approves** Council staff to submit a change request to Department of Internal Affairs (DIA) for the reallocation of \$200,000 Better Off Funding within the Climate Change Response Programme.
- (c) **Notes** that the \$200,000 Integrated Transport Strategy budget would be decreased to \$80,000 due to a reduction in scope.

- (d) **Notes** that the remaining \$80,000 would be utilised to review the District's Parking Strategy in light of Integrated Transport Strategy directions particularly linked to transport choices and emissions reductions.
- (e) **Notes** that \$120,000 would be reallocated to the Climate Change Risk Assessment subproject to offset the predicted budget shortfall.
- (f) **Notes** that the net budget impact on the Climate Change Response Programme Project would be zero.
- (g) **Notes** that this reallocation within the Better off Funding programme of work removed the need to request additional funding through the Long-Term Plan and had no rating impact.

**CARRIED**

Councillor Cairns noted that the funding being discussed was not Council funding, and the Chief Executive had made it clear that a biennial review of the Town Centre Parking Strategy was necessary to ensure the growth within the district was considered. Councillor Cairns, therefore supported that motion.

Councillor Brine supported the motion and noted that town centre planning was essential for the future and parking availability was a key factor.

Councillor Mealings noted the impact of the Central Government mandated changes and the use of technology such as Smart Parking to provide sufficient parking in the future, hence, her support for the motion.

Mayor Gordon agreed, reflecting that the Council was criticised for not providing sufficient parking while others criticised the Council for using commercial land to provide parking. However, the Council had to plan for future requirements. He believed it was necessary to utilise technology in the future to manage parking effectively.

Councillor Williams supported the motion, however, he raised concerns that cycleways reduced on-street parking and that there should be more consideration given to maintaining a balance between cycle lane provision and parking provision.

Councillor Fulton also supported the motion and commented that if more people cycled, less parking would be required, and that alternative transport should be encouraged wherever possible.

Deputy Mayor Atkinson supported the motion, cautioning against following the United Kingdom's example, where roadways were leased for parking outside people's homes. He also noted that the new Government may reinstate the need for developers to provide parking in the future.

In his right of reply Councillor Cairns noted it was encouraging to see this level of discussion and passion relating to parking, which proved that a strong Parking Strategy was required in the future planning of town centres.

**7.6 Lineside Road Development and Progress Update – B Dollery (Ecologist – Biodiversity)**

C Brown was in attendance while Dr B Dollery attended the meeting via audiovisual link. The report's purpose was to update the Council on the progress of the Lineside Road project, consider an appropriate governance structure, the consultation required, and create a vision and strategy for the land.

Councillor Brine queried if it would be possible to include Community Board members on the Arohatia te Awa Working Group. Mayor Gordon explained that it had been suggested that the Working Group should remain small. Also, as this was a Council project, it was proposed to be kept the project within the Council's control. However, there may be an opportunity in future to include other stakeholders. The Working Group's meetings would be open to the public; therefore, any Community Board members interested could keep up to date with the progress.

Councillor Williams questioned if it would be advantageous to have a database of all unutilised reserve land, including the purpose for which it was acquired and any known timelines for its utilisation. C Brown advised that the Greenspace Team already had that information, which Councillors could access.

Councillor Fulton further enquired what, if any, historic or heritage measures would be taken with the current buildings on the site. B Dollery commented that she was unable to respond until the Working Group had discussed the project in full. However, she believed there was a desire for an educational aspect to the project which could utilise some of the buildings.

Councillor Mealings noted that there had been mention of a Charitable Trust being set up to enable other funding opportunities to be explored. C Brown pointed out that Charitable Trusts often failed as they struggled with effective governance and dealing with required administration. Staff, therefore, believed that until the Working Group had been established, the project should remain within the Council's control.

Councillor Redmond noted that the rent for part of the land was a positive surprise and queried if this would go towards funding the work of the Arohatia te Awa Working Group or if it would be used towards mitigating the original purchase price of the land. C Brown confirmed that the funds would go towards the costs related to the land purchase.

Moved: Mayor Gordon

Seconded: Councillor Blackie

**THAT** the Council:

- (a) **Receives** Report No. 231123188159.
- (b) **Notes** that the property had now been leased for \$82,800 GST inclusive on an annual basis.
- (c) **Approves** the recommendation of the Lineside Road Development Project be governed by the same Working Group as the Arohatia te Awa Project to ensure project cohesiveness.
- (d) **Approves** the adoption of the modified Terms of Reference for the Arohatia te Awa Working Group (Trim 231123188215).
- (e) **Approves** the use of the Arohatia te Awa budget for any planning or operational works required.
- (f) **Notes** that once a governance structure was in place the project could formally progress with engagement, inform the vision, and begin the development design.

**CARRIED**

Mayor Gordon noted that the purchase of this property had been a lifetime opportunity, and the foresight of the Council had been commended by our partners and residents alike. He believed that the best approach was to keep the Working Group small to begin with and see what opportunities arose and what other stakeholders may be interested in the project once it was established. Mayor Gordon stated that there may also be opportunities in future to dispose of some of the land or for land swaps.

Councillor Blackie noted that establishing a Charitable Trust at this point would be counterproductive and time-consuming. He supported the motion and believed that proceeding with the recommended option was better.

Deputy Mayor Atkinson stated that there was Community Board representation on the Working Group as the Councillors were also Community Board members. He also agreed with the staff assessment to keep the Working Group to manageable numbers to ensure that it could work more efficiently and effectively to achieve the desired outcomes.



Councillor Redmond supported the motion and thanked staff for the detailed report, which should mitigate some of the misinformation being spread throughout the community.

Councillor Mealings said she was pleased to see such enthusiasm from the public and believed that the Arohata te Awa Working Group was a good fit for the project.

Councillor Fulton agreed with Councillor Mealings and encouraged staff to investigate longer land leases to offset the purchase price.

Mayor Gordon noted it was a good reminder that Councillors were also Community Board members. However, this did not preclude other groups from becoming involved at the appropriate time. He also noted that M Blackwell had been an avid supporter of this project and hoped that the Council would honour his memory by achieving a lasting legacy with this project. The Mayor also thanked Board member S Stewart for her email in support when the property was purchased.

7.7 **Establishment of Māori Wards** – S Nichols (Governance Manager and Deputy Electoral Officer)

S Nichols provided information on the process for the Council to establish a Māori Ward, if required, before the 2025 local elections. This was a legislative requirement, however, the Waimakariri District had insufficient people on the Māori Roll to trigger the establishment of a Māori Ward. The Rūnanga were aware of this and supported this position.

There were no questions from members.

Moved: Deputy Mayor Atkinson      Seconded: Councillor Blackie

**THAT** the Council:

- (a) **Receives** Report No. 231122188011.
- (b) **Resolves** that no Māori Ward be established for the 2025 Local Government Triennial Elections.
- (c) **Circulates** a copy of this report to the Community Boards for their information.

**CARRIED**

Councillor Blackie noted that the Rūnanga was not interested in having representation on the Council, and he did not support the appointment of non-elected representatives to Standing Committees.

Councillor Remond supported the motion.

Mayor Gordon noted that while the population numbers did not allow for representation at this time, he believed that the Council and Ngai Tūāhuriri had established a good working relationship and had long-standing positive connections.

7.8 **Management Team Delegations Update** – N Robinson (General Manager Finance and Business Support)

J Millward requested the Council to consider approving over expenditure on estimated quotes or tendered works up to a lesser amount of 10% or the value of \$50,000.

In response to technical questions regarding the recommendations, J Millward explained that when a project budget had been established, and projects were subsequently tendered, the tenders received were sometimes slightly higher than initially estimated, however, still within the approved budget. Currently, the Council had to approve the higher tender received after going to market.

The proposed change in the Management Team Delegations was an administrative shortcut during times of high inflation; however, there would still be the requirement for a two-person authorisation process, which would be reported quarterly to the Audit and Risk Committee.

Moved: Councillor Brine

Seconded: Deputy Mayor Atkinson

**THAT** the Council:

- (a) **Receives** Report No. 231122187694.
- (b) **Approves** the updates to S-DM 1047 Management Team Delegations for the Management and/or the Chief Executive to approve over expenditure on an estimate, quoted, or tendered works up to a lesser amount of 10%, or the value of \$50,000.
- (c) **Notes** that a report would be provided to the Audit and Risk Committee on a quarterly basis detailing the cumulative amount of over expenditure, which would not exceed \$500,000 in any one financial year.

**CARRIED**

Councillor Brine supported the motion noting that the Council had exceptional staff who were trusted to work in conjunction with the Council to achieve desired outcomes.

Councillor Redmond agreed with Councillor Brine's assessment and supported the motion.

Mayor Gordon concurred noting that he was comfortable with simplifying the process.

## **8. MATTERS REFERRED**

### **8.1 Exempting the Waimakariri Public Arts Trust from reporting on performance requirements under the Local Government Act 2002 – P Christensen (Finance Manager) and M Garrod (Accountant)**

*(Refer to report 231108179678 that was considered at the Audit and Risk Committee meeting of 14 November 2023)*

Deputy Mayor Atkinson, as the Audit and Risk Committee Chairperson, took the report as read, noting that audits and informal reporting would still be brought before the Audit and Risk Committee in the future.

There were no questions from members.

Moved: Councillor Blackie

Seconded: Deputy Mayor Atkinson

**THAT** the Council:

- (a) **Approves** the exemption for the Waimakariri Public Arts Trust from reporting on performance requirements under the Local Government Act 2002.
- (b) **Notes** the Council may revoke the exemption at any time.
- (c) **Notes** the Council must review an exemption every three years.
- (d) **Notes** that it was recommended that the Trust amended the Trust Deed to remove the requirement of an audit.
- (e) **Notes** that unaudited financial statements signed by the Chairperson and another Trustee would be provided to the Council annually, with a six month progress report.
- (f) **Notes** the 2020/21, 2021/22 and 2022/23 financial years would be audited by Audit New Zealand.

- (g) **Notes** that the Statements of Intent were not prepared for 2020/21, 2021/22 and 2022/23.
- (h) **Recommends** that the Trust's financial statements were to be audited when, in each of the two preceding financial years, the operating expenditure of the Trust was more than \$550,000.

**CARRIED**

Councillor Blackie thanked staff for the work done to achieve the exemption and noted that this would be a trend followed by other small entities. He believed there needed to be less time and money wasted on unnecessary bureaucracy.

Deputy Mayor Atkinson noted that at the time of the discussion during the Committee meeting, the Auditor had been present and had not seemed concerned regarding the proposed exemption.

8.2 **School Road Woodend Drainage Upgrade** – M Henwood (Project Engineer) and J Recker (Stormwater and Waterways Manager)

*(Refer to report 230324141614 that was considered at the Woodend-Sefton Community Board meeting of 4 December 2023.)*

J Recker was in attendance to update the Council on the progress of work done on the School Road drainage and to seek approval for an additional budget to achieve compliance with the Council's one-in-five-year stormwater system. He also spoke to the Woodend-Sefton Community Board's amended recommendation, which requested the Council to consider the setting of a precedent.

Councillor Williams queried how many other properties did not meet the Council's level of service, and J Recker noted that non-compliance was monitored, and service requests investigated with the view of upgrading the system. K Simpson indicated that if all systems were brought up to standard it would be at considerable cost to the Council.

Deputy Mayor Atkinson was concerned that other properties, which were known to flood regularly would be at a disadvantage and that setting a precedent was a real risk. K Simpson responded that some systems had been improved at properties, such as Wesley Street and Baker Park, however, he acknowledged there were other areas in a similar situation.

Deputy Mayor Atkinson cautioned staff that such proposals could create tension between communities. K Simpson stated that staff tried to find practical solutions to problems, which assisted residents but did not create significant funding issues.

Mayor Gordon suggested that this report be left to lie on the table until further information on properties in similar situations had been brought to the Council for consideration and also indicated that this matter should be submitted to the 2024/34 Long Term Plan process for assessment.

Councillor Blackie queried the age of the property and the consenting information to ascertain if the correct consents had been applied for. J Recker confirmed that the consents were in order.

Councillor Cairns questioned the property owner's responsibilities in such a situation and what the owner had done to mitigate flooding. K Simpson replied that the resident had been cooperative and had paid for some mitigating features, however, was now struggling with ill health.

Councillor Redmond enquired if other nearby residents would benefit from the proposed works in School Road and was advised that all the School Road residents would benefit during smaller weather events.

Moved: Deputy Mayor Atkinson      Seconded: Councillor Cairns

**THAT** the Council lay this report on the table until further information on affected properties had been investigated and that this matter be considered as part of the 2024/34 Long Term Plan process for a decision to be made.

**CARRIED**

## **9. HEALTH, SAFETY AND WELLBEING**

### **9.1 Health, Safety and Wellbeing Report November 2023** – J Millward (Chief Executive)

There were no questions from the members.

Moved: Mayor Gordon      Seconded: Deputy Mayor Atkinson

**THAT** the Council

- (a) **Receives** Report No 231121187169.
- (b) **Notes** that there were no notifiable incidents this month. The organisation was, so far as 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 report to the Community Boards for their information.

**CARRIED**

## **10. COMMITTEE MINUTES FOR INFORMATION**

### **10.1 Minutes of a meeting of the Audit and Risk Committee of 14 November 2023**

Moved: Councillor Ward      Seconded: Councillor Cairns

**THAT** the Council

- (a) **Receives** Item 10.1 for information.

**CARRIED**

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

### **11.1 Minutes of the Kaiapoi-Tuahivi Community Board meeting of 16 October 2023**

### **11.2 Minutes of the Oxford-Ohoka Community Board meeting of 8 November 2023**

Moved: Councillor Blackie      Seconded: Councillor Goldsworthy

**THAT** the Council

- (a) **Receives** Item 11.1 and 11.2 for information.

**CARRIED**

## **12. MAYORS DIARY**

### **12.1 Mayor's Diaries 1 October – 31 October and 1 – 30 November 2023**

Moved: Deputy Mayor Atkinson      Seconded: Councillor Ward

**THAT** the Council:

- (a) **Receives** Reports No 231121186842 and 231121186763.

**CARRIED**

### 13. **CORRESPONDENCE**

Nil.

*Item 17 was considered next, however, the Minutes follow the order of the agenda.*

### 14. **COUNCIL PORTFOLIO UPDATES**

#### 14.1 **Iwi Relationships** – Mayor Dan Gordon

Mayor Gordon reported that the Council's relationship with the local iwi was strengthening, and the Rūnanga Liaison meetings had resumed. He noted that Justin Tipa was elected Kaiwhakahaere (Chairperson) of Te Rūnanga o Ngāi Tahu.

#### 14.2 **Greater Christchurch Partnership Update** – Mayor Dan Gordon

Mayor Gordon advised that the next meeting would be held on 8 December 2023, and he would report back in the new year.

Deputy Mayor Atkinson commented that Stage One of the Greater Christchurch Partnership Enquiry assessed the housing shortage in the Greater Christchurch area, which may evolve to include the whole of Canterbury.

#### 14.3 **Government Reforms** – Mayor Dan Gordon

Mayor Gordon noted that the Central Government had stated their position on various proposed government reforms. However, the Council would only react once it was formally notified of the different Ministries' official positions.

In response to questions, Mayor Gordon advised that the Central Government had yet to clarify their position on the chlorination of water supplies.

#### 14.4 **Canterbury Water Management Strategy** – Councillor Tim Fulton

Councillor Fulton reported that the Water Zone Committee had a field trip to the Tūhaitara Coastal Park as part of an assessment of a fish passage application that would connect the Ashley/ Rakahuri and Waimakariri Rivers. The Water Zone Committee would have to consider the area's hydrology and the wetland's interaction with the groundwater when evaluating the application.

Councillor Fulton commented that the Our Future Canterbury – Let's Pick a Path Summit hosted in Rangiora on 20 November 2023 by Environment Canterbury. All aspects of the environment were discussed, however, an in-depth discussion was hampered since the Central Government had yet to state their official position on various environmental matters.

#### 14.5 **Climate Change and Sustainability** – Councillor Niki Mealings

Councillor Mealings highlighted the following:

- Business cases were being prepared for the Canterbury Climate Partnership Plan and she would report back in due course.
- Due diligence was underway for the procurement of the Climate Risk Assessment.
- Staff attended the Self-challenge Symposium Canterbury, which focused on adapting New Zealand to a sustainable food system. One of the findings of the symposium was that opportunities needed to be created for Councils to work with farmers to advance food security.
- The Council had an opportunity to host students from Ara as part of an internship programme created as part of the newly developed Waimakariri Economic Development Strategy.

- Canterbury Biodiversity Champions meeting was held earlier on 5 December 2023, and the panel noted that it was essential that significant indigenous vegetation be protected even if legislation about Significant Natural Areas was repealed.

Mayor Gordon left the meeting at 5.30pm and vacated the Chair in favour of Deputy Mayor Atkinson.

14.6 **International Relationships** – Deputy Mayor Neville Atkinson

Deputy Mayor Atkinson advised that the fundraising for the Waimakariri Passchendaele Advisory Group's visit to Belgium in November 2024 continued.

14.7 **Property and Housing** – Deputy Mayor Neville Atkinson

Deputy Mayor Atkinson reported that he visited Dunedin City Council in conjunction with staff to view how they developed pensioner housing.

15. **QUESTIONS (under standing orders)**

Nil.

16. **URGENT GENERAL BUSINESS (under standing orders)**

Nil.

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

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

Moved: Mayor Gordon                      Seconded: Deputy Mayor Atkinson

In accordance with section 48(1) 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 (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it was moved:

That the public be excluded from the following parts of the proceedings of this meeting:

- 17.1 Confirmation of Council public excluded Minutes of 7 November 2023 meeting
- 17.2 For information - Public Excluded Minutes Audit and Risk Committee meeting 14 November
- 17.3 Southbrook Recovery Park
- 17.4 Contract Award Darnley Square Water Main Upgrade
- 17.5 Woodend Land Acquisition
- 17.6 Proposed Kaiapoi Land Sale
- 17.7 Waimakariri Gorge Bridge Deck Replacement

The general subject of each matter to be considered while the public was 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 were as follows:

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
17.1	Confirmation of Council public excluded minutes of 7 November 2023 meeting	Good reason to withhold exists under section 7	To protect the privacy of natural persons, including that of deceased natural persons (s 7(2)(a) and to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(i)).

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
17.2	For information - Public Excluded Minutes Audit and Risk Committee meeting 14 November	Good reason to withhold exists under section 7	To protect the privacy of natural persons, including that of deceased natural persons (s 7(2)(a) and to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(i)).
<b>REPORTS</b>			
17.3	Southbrook Recovery Park	Good reason to withhold exists under section 7	The recommendations in this report are to be made publicly available but the contents remain public excluded as there is good reason to withhold in accordance with section 7, h of the Local Government Official Information and Meetings Act. "The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities".
17.4	Contract Award Darnley Square Water Main Upgrade	Good reason to withhold exists under section 7	The recommendations in this report be made publically available but the contents remain "Public Excluded" as it would be likely to unreasonably prejudice the commercial position of G&T Construction and Council as per Local Government Official Information and Meetings Act 1987 Section 7 (2)(b)(ii).
17.5	Woodend Land Acquisition	Good reason to withhold exists under section 7	The report, attachments, discussion, and minutes remain public excluded until the various negotiations and transactions are concluded, for reasons of protecting the privacy of natural persons and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege as per LGOIMA Section 7 (2)(a), (g) and (i). After negotiations and transactions are concluded, the recommendations in the report may be made public
17.6	Proposed Kaiapoi Land Sale	Good reason to withhold exists under section 7	The report, attachments, discussion, and minutes remain public excluded until the various negotiations and transactions are concluded, for reasons of protecting the privacy of natural persons and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege as per LGOIMA Section 7(2)(a), (g) and (i). After negotiations and transactions are concluded, the recommendations in the report may be made public.
17.7 (7.2)	Waimakariri Gorge Bridge Deck Replacement – Delegation to Approve Award of a Contract	Good reason to withhold exists under section 7	To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) as per S(7)(2)(h) and (i).

**CARRIED**

**CLOSED MEETING**

**Recommendation to resume Open Meeting**

Moved: Mayor Gordon

Seconded: Councillor Blackie

**THAT** the Council:

- (a) **Resolved** that the open meeting resumes and that the business discussed with the public excluded remained public excluded unless otherwise resolved in the individual resolutions.

**CARRIED**

17.3 **Approval of further budget to complete drainage works at Southbrook Resource Recovery Park**

Moved: Councillor Brine

Seconded: Councillor Williams

**THAT** the Council:

- (a) **Receives** Report No. 231113182375.
- (b) **Approves** an additional \$65,000 to be brought into the Southbrook Minor Improvements budget (PJ 100666.000.5045) for the 2023/24 financial year to fund a stormwater cut-off drain at Southbrook Resource Recovery Park.
- (c) **Notes** that there was a forecast equity balance of \$1,703,181 for the 2023/24 financial year in the Solid Waste Cost Centre 401, which the additional budget would be obtained from, and therefore, there would be no rates impact.
- (d) **Notes** that PJ 100666.000.5045 had a total budget of \$128,000 for the 2023/24 financial year, while the final expenditure against this budget (including allowance for the cut-off drain) is forecast to be \$192,000.
- (e) **Notes** that an allowance of \$90,000 had been made for the proposed cut-off drain.
- (f) **Notes** that the works were planned to be conducted in late January 2024, during the quieter time of year for the green waste drop-off operation.
- (g) **Notes** that while wider upgrades were planned at the site, the cut-off drain would form part of the longer-term plans for the site and provide a short-term solution to the current issues.
- (h) **Resolves** that the recommendations in this report be made publicly available but that the contents of the report, attachments, and discussion remained "Public Excluded" as withholding of the information was necessary to enable the Council holding the information to carry out, without prejudice or disadvantage, commercial activities as per Section 7(h) of the Local Government Official Information and Meetings Act 1987.
- (i) **Circulates** the report to the Rangiora-Ashley Community Board for information.

**CARRIED**



17.4 **Contract 23/31 Darnley Square Trunk Water Main Upgrade – Additional Budget Request and Tender Award Report**

Moved: Councillor Williams

Seconded: Councillor Goldsworthy

**THAT** the Council:

- (a) **Receives** Report No. 231101175018.
- (b) **Authorises** Council staff to award 23/31 Darnley Square Trunk Water Main Upgrade to G&T Construction for a sum of \$509,145.12, excluding GST.
- (c) **Approves** an additional budget of \$184,000 in the 2023/2024 financial year Darnley Square – Growth Budget (101902.000.5105) for the construction of the Darnley Square Trunk Water Main Upgrade. This would give a total budget of \$614,000.
- (d) **Notes** that the additional budget for 2023/2024 would be funded by the Kaiapoi Growth Fund which would be funded by Development Contributions. There would be a rating impact on the Kaiapoi water rate with an approximate increase of \$1.46 or 0.47% per property in 2024/2025 financial year only, which would have a minimal (i.e.: less than 0.001%) impact on the total rate take and the effects would be carried into 2024/34 Long Term Plan.
- (e) **Notes** the forecast budgets include a 10% contingency allowance to cover any unforeseen construction costs.
- (f) **Notes** that in accordance with the Conditions of Tendering, all tenderers would be advised of the name and price of the successful tenderer, and the range and number of tenders received.
- (g) **Notes** that recommendation (c) was required to allow the award of Contract 23/31 Darnley Trunk Water Main Upgrade.
- (h) **Resolves** that the recommendations in this report be made publicly available but that the contents of the report, attachment and discussion remained “Public Excluded” as it would be likely to unreasonably prejudice the commercial position of G&T Construction and the Council as per Section 7 (2)(b)(ii) of the Local Government Official Information and Meetings Act 1987.

**CARRIED**

*The public excluded portion of the meeting commenced at 3.40pm and concluded at 4.45pm.*

**OPEN MEETING**

*The meeting adjourned for a Briefing Session between 4.45pm and reconvened 5.10pm.*


**18. NEXT MEETING**

The Council is scheduled to next meet in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora. at 9am on Tuesday and Wednesday 30 and 31 January 2024 to consider the Draft Long Term Plan Budget.

The first ordinary meeting of the Council is scheduled for **Wednesday** 7 February 2024, commencing at 1pm (noting that Tuesday 6 February is Waitangi Day).

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 5.40PM.

CONFIRMED

  
\_\_\_\_\_  
Chairperson  
Mayor Dan Gordon

7 February 2024  
Date