

## WAIMAKARIRI DISTRICT COUNCIL

### MINUTES OF A MEETING OF THE UTILITIES AND ROADING COMMITTEE HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON TUESDAY, 9 DECEMBER 2025 AT 9 AM.

#### PRESENT:

Deputy Mayor Redmond (Chairperson), Councillors T Bartle, T Fulton, N Mealings, and J Ward.

#### IN ATTENDANCE:

Councillors B Cairns, J Goldsworthy and B McLaren.

G Cleary (General Manager Utilities and Roading), K Simpson (Three Waters Manager), J McBride (Roading and Transport Manager), C Fahey (Water and Wastewater Asset Manager), J Recker (Stormwater and Waterways Manager), C Freeman (Asset Management Engineer – Water and Wastewater), K Waghorn (Solid Waste Asset Manager), M Liu (Infrastructure Resilience Manager), M Henwood (Project Engineer) and K Rabe (Governance Adviser).

#### **1 APOLOGIES**

Moved: Deputy Mayor Redmond      Seconded: Councillor Fulton

**THAT** the Utilities and Roading Committee

- (a) **Received** and **sustained** requests for leaves of absence from Mayor D Gordon and Councillor W Doody, and an apology for early departure from Councillor McLaren, who left at 10.23am.

**CARRIED**

#### **2 CONFLICTS OF INTEREST**

No conflicts of interest were declared.

#### **3 CONFIRMATION OF MINUTES**

##### **3.1 Minutes of the meeting of the Utilities and Roading Committee held on Tuesday, 25 November 2025.**

Moved: Councillor Ward      Seconded: Councillor Bartle

**THAT** the Utilities and Roading Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the Utilities and Roading Committee held on 25 November 2025 as a true and accurate record.

**CARRIED**

##### **3.2 Matters Arising (From Minutes)**

There were no matters arising from the minutes.

3.3 **Notes of a Workshop of the Utilities and Roothing Committee held on Tuesday, 25 November 2025**

Moved: Councillor Bartle

Seconded: Councillor Mealings

**THAT** the Utilities and Roothing Committee:

- (b) **Receives** the circulated notes of the Workshop of the Utilities and Roothing Committee held on 25 November 2025.

**CARRIED**

**4 DEPUTATION/PRESENTATIONS**

There were no deputations or presentations.

**5 REPORTS**

- 5.1 **Extension of Wastewater Services in Old North Road, Kaiapoi** – K Simpson (3 Waters Manager), C Fahey (Water and Wastewater Asset Manager) and C Freeman (Asset Management Engineer, Water and Wastewater)

C Freeman presented the report, which sought a decision on the extension of wastewater services on Old North Road, Kaiapoi. Staff recommended that the Committee decline the extension and continue with the current approach outlined in the report.

Deputy Mayor Redmond noted that four residents had expressed interest and queried why other residents had not. C Freeman advised that the high cost had been a deterrent, as had the fact that other residents had working septic tanks or had recently upgraded theirs.

Deputy Mayor Redmond then asked whether any recent requests for an extension of wastewater services had been received, and C Freeman replied that none had been received.

In response to Councillor Fulton's query regarding prospective growth in the area, C Freeman noted that there had been no change to zoning in the area. Therefore, no population growth was expected.

Councillor Fulton questioned whether septic tanks were the recommended solution, given that the area was considered a floodplain. C Freeman observed that consent was required to install a septic system, and the conditions of the consent were that the system must meet New Zealand standards and be watertight.

Councillor Mealings asked what the requirements would be if a current septic tank had to be replaced or upgraded, and C Freeman replied that the same principle applied; the system would need to meet New Zealand standards and be watertight.

Deputy Mayor Redmond queried whether all the current septic tanks in the area were compliant. C Freeman responded that this was an Environment Canterbury responsibility and that it was working on a process to monitor septic tanks throughout the district to ensure compliance.

Moved: Councillor Mealings

Seconded: Councillor Bartle

**THAT** the Utilities and Roading Committee:

- (a) **Receives** Report No. 240126011587.
- (b) **Declines** the request to extend wastewater services in Old North Road, Kaiapoi, as there is currently not adequate interest from the un-serviced properties in Old North Road to warrant extension of the Kaiapoi wastewater scheme due to the high costs associated with connecting on a 'user pays upfront' basis.
- (c) **Notes** that Staff will continue with the current approach for extension of wastewater services, which is to:
  - i. Continue to use the existing Application for Connection to Water Supply or Wastewater Schemes Policy, as this is still the most cost-effective way to manage new wastewater connection requests for Council.
  - ii. Engage with Council on alternative funding and payment approaches on a case-by-case basis, where there is sufficient property density and landowner interest to demonstrate it will be affordable for the properties to connect.
- (d) **Notes** the current funding and payment approach for wastewater service extension requests is 'user pays upfront' whereby the requesting user(s) must fund all costs associated with connecting into the Council wastewater network. This is cost-neutral for Council and existing ratepayers; payment must be made in full and upfront before works commence.
- (e) **Notes** that the alternative funding and payment approaches introduce financial risks for the Council associated with bad debts and interest costs, and therefore should only be considered where there is sufficient property density and landowner interest, which will minimise this risk.

**CARRIED**

Councillor Mealings noted that declining the extension was the correct decision given the prohibitive cost. It was not the Council's role to dictate the best option for residents, nor was it the Council's responsibility to fund a system that most residents did not want or would not use.

Councillor Bartle expressed appreciation to staff for the comprehensive report and observed that the decision to decline the extension was clear and uncomplicated.

Councillor Fulton raised concerns about septic tanks that were repaired after the earthquakes rather than replaced, and whether they remain compliant.

## 5.2 **Rural Recycling Facility Options** – K Waghorn (Solid Waste Asset Manager)

K Waghorn presented the report, seeking approval to conduct further investigations and to design a public rural recycling drop-off facility located near the entrance to the Oxford transfer station.

Councillor Fulton asked if there had been any consultation with residents on the proposed drop-off facility at Oxford. K Waghorn replied that no consultation had occurred; however, she hoped to have this consultation included in the Annual Plan process.

Moved: Deputy Mayor Redmond      Seconded: Councillor Mealings

**THAT** the Utilities and Roothing Committee:

- (a) **Receives** Report No. 251125224633.
- (b) **Approves** staff undertaking further investigations and design for the location of a rural recycling drop-off facility on the closed landfill site in front of the Oxford transfer station at 46 High Street, Oxford, to be funded out of a total \$67,510 budget allowance in the Waste Minimisation Account from “Rural Recycling Facilities” (\$42,800) and “Oxford TS Weighbridge” (\$24,350) budgets.
- (c) **Notes** that staff will report on the outcomes of this work to the Solid and Hazardous Waste Working Party or the Utilities and Roothing Committee and would seek endorsement of the concept plan at that time.
- (d) **Circulates** Report 251125224633 to the Rangiora-Ashley and Oxford-Ohoka Community Boards for their information.

**CARRIED**

Councillor Mealings supported the motion, thanking K Waghorn for her thoroughness in identifying and vetting sites for the new drop-off facility.

Councillor Fulton supported the consultation being carried out as part of the Council’s 2026/27 Annual Plan process.

Councillor Ward noted that the matter had also been discussed at the Rangiora-Ashley Community Board.

5.3 **October 2025 Severe Wind and High River Event** – G Cleary (General Manager Utilities and Roothing), K Simpson (3 Waters Manager), J McBride (Roothing and Transport Manager) and M Liu (Infrastructure Resilience Manager)

M Liu presented the report, which provided an overview of the extreme wind and high river event in October 2025 and covered emergency response expenditure, recovery works, and the removal of trees and debris, enabling roads to be reopened. She noted the roading event response was less than \$100,000 and therefore did not meet the criteria for the New Zealand Transport Agency’s (NZTA) Emergency Fund consideration.

Deputy Mayor Redmond asked whether, if the roading response exceeded \$100,000, only the portion over \$100,000 would be granted. J McBride replied that if the threshold had been met, the Council would have received 51% of the spend until the designated maximum was reached.

Councillor Fulton questioned whether, by being proactive, efficient, and receiving assistance from local farmers during the clean-up, the Council had jeopardised its access to emergency funding. G Cleary responded that reaching the trigger point would have meant the event would have cost the Council more than it was likely to receive.

Moved: Councillor Ward

Seconded: Councillor Mealings

**THAT** the Utilities and Roothing Committee:

- (a) **Receives** Report No. 251117217307.
- (b) **Notes** unbudgeted expenditure of \$85,000 for recovery from the severe wind and high river event on 23<sup>rd</sup> and 24<sup>th</sup> of October 2025, with \$45,000 being for Roothing related response (PJ102327.588.2442), and \$40,000 for Water Services.
- (c) **Notes** that the cost for the Roothing Event response is less than \$100,000, and as such does not meet the criteria for NZTA Emergency funding consideration.
- (d) **Notes** that for the Roothing response, the budgets related to weather-related responses are likely to be overspent, resulting in a \$45,000 overspend of the Roothing Environmental Maintenance budget for the 2025/26 financial year. Water Services costs are expected to be managed within existing budgets.

**CARRIED**

Councillor Ward expressed satisfaction that the decision to employ the Resilience Team had proven successful. She commended the Waimakariri District's response and highlighted the efficient and effective use of resources.

Councillor Mealings concurred and believed this model would prove to be the best practice. She thought it was essential to promote neighbour helping neighbour to mitigate the drain on resources that were better served elsewhere.

5.4 **May 2025 Flood Recovery Progress Update and Project Update on Infrastructure Resilience Fund for 2024/25 and 2025/26** – G Cleary (General Manager Utilities and Roothing) and M Liu (Infrastructure Resilience Manager)

M Liu presented the report, which provided an update on the May 2025 Flood Recovery Work Programme and on the Infrastructure Resilience Fund for 2024/25 and 2025/26.

Deputy Mayor Redmond asked if the nine projects listed in the report were in order of priority. M Liu replied that those projects were backlogged from the 2022/23 work programme and were being cleared.

Councillor Mealings noted that Mill Road, Ohoka, was included in the nine projects already identified and queried what option was being proposed. G Cleary advised that this was a complex issue and that several options were being considered, integrated with other works in the area. Until the consequences of the other works had been recorded and monitored to assess their effects on Mill Road, no definitive option could be finalised.

Councillor Fulton asked whether staff believed flood resilience in Ohoka had improved, given the remedial work to increase pipe sizes; however, more hard surfaces increased run-off. G Cleary explained that the Code of Practice now governed how drainage was managed; however, given climate change and shifting weather patterns, a simple answer was challenging to provide.

Moved: Councillor Fulton

Seconded: Councillor Bartle

**THAT** the Utilities and Roothing Committee:

- (a) **Receives** Report No. 251124223567.
- (b) **Notes** that 76 out of 80 maintenance checks have been completed, with the remaining four under review.

- (c) **Notes** that out of 51 investigations: eight have been completed, seven are under preliminary review, and 21 are in the detailed investigation phase, 21 maintenance/minor works are to be programmed, two improvement works have been proposed, and 14 customer advice actions are in progress.
- (d) **Notes** that of the 24/25 projects, seven projects have been completed, and two are in construction.
- (e) **Notes** that of the 25/26 projects, one project is under construction, three projects are in the optioneering/investigation phase, and five are in the design phase.
- (f) **Circulates** this report to all Community Boards for information.

**CARRIED**

Councillor Fulton noted that he was impressed by the scope of the work and the challenges faced, and pleased with the outcomes achieved.

Councillor Bartle was interested in the breakdown of the work being undertaken and the flow-on effect for the future.

5.5 **Water Services Network Environmental Performance Measures 2024/25** – C Fahey (Water and Wastewater Asset Manager), D Paz Lobon (3 Waters Asset Analyst) and C Freeman (Asset Management Engineer, Water and Wastewater)

C Fahey presented the Network Environmental Performance Measures for the 2024/25 year.

In response to Deputy Mayor Redmond's query regarding the Infrastructure Leakage Index (ILI), C Fahey explained that the ILI bands for all supplies and networks help identify where water leakage was likely to occur. From the ILI perspective, anything less than four was considered moderate, and anything greater than four was considered conserved. One identified supply was the Mandeville open site, which would require further analysis to understand why the leakage indicator was high; it was at 6.2. The other supplies were mostly sitting at two.

Deputy Mayor Redmond then asked what readings were required to obtain a chlorine exemption. C Fahey noted that the Government wanted networks to be pristine, so it was using percentages rather than the ILI gauge. The European standard used was below 10%, a high benchmark for networks.

Councillor Fulton noted that he was aware that Waimakariri Irrigation Limited were installing a telemetry system to measure water leakage along its channels and pipe network. Councillor Fulton asked whether there was sufficient justification to consider a similar system and whether it would be compatible with current systems. C Fahey agreed that the focus was shifting to leakages and that there was a new requirement to monitor pressure; however, there were other improvements that could be made in some areas to understand better how the networks work.

Councillor Fulton requested that staff arrange a site visit to the water and wastewater sites, and G Cleary agreed, noting that a bus tour would be arranged in the new year and that staff could include the water and wastewater sites.

Council Bartle queried how the Council fits in comparison to other councils in the country. Fahey replied that the format and content of the reporting were still being finalised; however, she believed the Council was performing well. K Simpson agreed to circulate the published National Report once it was available.

Councillor Goldsworthy questioned whether staff believed that reporting would become

easier once the content was standardised, or whether the Government would continue to raise the bar. C Fahey did not believe that reporting would become easier; however, they were still awaiting relevant information on the required steps.

Moved: Councillor Fulton

Seconded: Councillor Bartle

**THAT** the Utilities and Roading Committee:

- (a) **Receives** report TRIM No. 251106211322.
- (b) **Notes** that the Waimakariri District Council performs relatively well in the key areas of focus identified in the 2024-25 NEPM.
- (c) **Notes** that the areas where the Waimakariri District Council performs well are:
  - (i) Environmental and public health are protected – Drinking water and wastewater resource consents are generally compliant and kept up to date.
  - (ii) Services are reliable – Drinking water and wastewater services are consistently delivered with very few interruptions.
  - (iii) Services are resilient – There is a good understanding of the Council's drinking water and wastewater assets.
- (d) **Notes** that the following areas for improvement have been identified and will be progressed from existing budgets, and where necessary, additional budgets sought via the Annual Plan / Long Term Plan process:
  - (i) Include the Firefighting Water Supplies Code of Practice (SNZ PAS 4509:2008), specifically Appendix G, in the Council's fire hydrant test procedure.
  - (ii) Include Mandeville – Fernside, Waikuku Beach and Rangiora in the targeted water conservation program.
  - (iii) Ensure maintenance practices and contractor processes are adhered to, to reduce the number of wastewater overflows.
  - (iv) Increase the length of wastewater mains being inspected by CCTV each year.
  - (v) Undertake further work to understand better wastewater process emissions in preparation for future reporting requirements.
- (e) **Notes** that the NEPM provides numerous performance metrics which can be used for comparative purposes on specific matters nationwide.

**CARRIED**

Councillor Fulton noted that reporting would become more onerous and congratulated the team on the work achieved, given the complex changes underway.

## **6** **PORTFOLIO UPDATES**

### **6.1** **Roading** – Deputy Mayor Philip Redmond

- Focus areas for staff:
  - Resealing was underway in Pines Beach and Kaiapoi.
  - Asphalt works were underway in Oxford on Main Street, after which the Council's contractor would be moving to the Johns/Plaskett Roads intersection, and all work would be undertaken as night works.
  - Boundary Road, Fernside pavement repairs, and Domain Road, Waikuku Beach pavement rehabilitation were both completed.
  - Minor pavement repairs and mowing were now the focus leading into Christmas.

- Roading Capital Projects:
  - The Woodend to Ravenswood / Pegasus footpath construction was nearly complete, with footpath sections being asphalted last week.
  - Townsend Culvert Renewal Contract had been awarded to Ongrade Ltd and would commence on 5 January 2026. Townsend Road, Rangiora, would be closed while this work was completed. Detours would be in place.
- Other Items:
  - The Council's contractor had started installing a new watermain on Charles Street, Rangiora and would be moving south onto Percival Street. In 2026, they would install a new sewer main along Percival Street north of the Southbrook/South Belt intersection. This work would have significant traffic impacts. Staff were working with the contractor through the planning stages. Public information would be released next year ahead of any work starting. Staff would begin visiting businesses in the area and in Southbrook over the next two weeks to provide advance notice.
  - Decommissioning of the Kippenberger Avenue Underpass was underway.
- Events:
  - Oxford Santa Parade would be on 14 December 2025
  - The Canterbury Half Marathon in Pegasus would also be on 14 December 2025.

Councillor Ward queried whether the work on the Townsend Road culvert and the work in Percival Street would be staggered to minimise disruption. G Cleary confirmed that the staff had considered this, and although the work had been staggered, there would still be disruptions.

Councillor Ward also asked whether the works could be carried out at night, when traffic is low. G Cleary said some work would be carried out at night; however, most of the project would be completed during the day. There were visibility issues when working in trenches at night, and light and noise disruption to neighbouring residents.

6.2 **Drainage, Stockwater and Three Waters (Drinking Water, Sewer and Stormwater)** – Councillor Tim Fulton

- Drinking Water
  - High demand had already been experienced on the Rangiora and Pegasus water supplies. The Summer Water Conservation Campaign was about to commence, including advertising in newspapers, radio, and digital channels (e.g., Stuff, Metservice, and other sites), as well as digital retail screens (e.g., local gyms). This campaign would run from 22 December to 15 March 2026.
  - The proposed changes to the Drinking Water Quality Assurance Rules were currently out for consultation. This was a technical submission related to a change in the reporting timeframe to align with the reporting year and to update rules for supplies serving more than 500 people. Consultation closed on 19 December 2025; staff would respond to the consultation with a submission on behalf of the Council.
- Wastewater
  - There was a dry weather overflow from the Rangiora Wastewater Treatment Plant last month. This incident occurred unexpectedly during planned maintenance to divert wastewater through a bypass line. The overflow was quickly stopped, testing of the South Brook was undertaken, and Environment Canterbury was notified. Signage was installed on the lower Cam River at Smith Street as a precaution. Testing indicated that E. coli levels returned to normal dry-weather levels within about three days of the incident. The debrief

identified several areas for improvement, including improving asset records and documenting bypass procedures, to prevent similar incidents in the future.

- The national Wastewater Standards were released on 17 November 2025, which set out new requirements, limits and conditions for wastewater activities. The standards covered discharges from wastewater treatment plants to land and water, and the disposal of biosolids, which came into force on 19th December 2025; overflows and bypasses, which came into force in three years on 19 December 2028. Staff were currently reviewing the implications of these new standards for the wastewater networks.
- Drainage / Stockwater
  - Works to prevent backflow from the Cam River at 96 Topito Road, Tuahiwi, had recently been completed. Works to reduce overflow from the Cam River at 250 Revells Road, Flaxton, were about to commence.
  - Applications for members on the Drainage Advisory Groups closed on 5 February 2026.

#### 6.3 **Solid Waste** – Councillor Niki Mealings

- The changes to collection times for Christmas Day and New Year's Day would be advertised on the Council's website.
- Southbrook and Oxford Transfer Stations would be closed on Christmas Day, Boxing Day, New Year's Day and 2 January 2026.
- Increase in organics and recycling kerbside collections in October; however, they dropped in November.

#### 6.4 **Transport** – Mayor Dan Gordon

Mayor Gordon was not present; therefore, no update was provided.

## 7 **REPORT REFERRED FROM THE OXFORD-OHOKA COMMUNITY BOARD**

### 7.1 **Oxford Agricultural and Pastoral (A&P) Showgrounds Stormwater Improvements** – M Henwood (Project Engineer) and J Recker (Stormwater and Waterways Manager)

*(Refer to report Trim no. 250930185420 to the Oxford-Ohoka Community Board Meeting of 3 December 2025).*

J Recker presented the report requesting approval to proceed with the construction of the Oxford Agricultural and Pastoral (A&P) Showgrounds stormwater improvement project before going to market.

Councillor Fulton requested information on the issues which were raised at the Oxford-Ohoka Community Board meeting. J Recker replied that a concern was raised regarding potential downstream impacts, specifically on Church Street and Burnett Street. He explained that the main flow would pass through the 450mm pipe; when it reached Burnett Street, it would flow north into the old gravel pit at the corner of Burnett and Church Streets. J Recker noted that water would be attenuated within the A&P showgrounds during heavy rainfall events, with soak pits proposed to utilise the discharge to the ground.

Moved: Councillor Fulton

Seconded: Councillor Ward

**THAT** the Utilities and Recreation Committee:

- (a) **Approves** the proposed solution to construct a bund along the northern and eastern boundaries of Oxford Agricultural and Pastoral (A&P) Showgrounds, along with swales improvements. This includes piping the 1-in-5-year flow through 53 and 53A Burnett Street from Oxford A&P Showgrounds to Burnett Street.
- (b) **Notes** that the secondary flow path will be altered to convey stormwater into Pearson Park during storm events larger than a 1-in-5-year event. Stormwater modelling indicates no additional impacts from diverting the flow into Pearson Park.
- (c) **Notes** that this project is intended to mitigate flooding issues experienced during larger storm events by residents downstream of Oxford A&P Showgrounds, including at 189 High Street.
- (d) **Notes** that this is the second stage of a two-stage improvement process, following the previously approved and constructed upgrades at Church Street Reserve. This was signalled as part of that approval process.
- (e) **Notes** that this project is estimated to cost \$562,000 to be funded from the Burnett Street Capacity Upgrades (P.J. 102397.000.5123) capital budget, which has an allowance of \$680,600 which is allowed for in the 2026/27 financial year, and that this is proposed to be publicly tendered.

**CARRIED**

Councillor Fulton stated that he had been involved in some of the meetings with user groups and would like to commend staff for addressing the concerns raised and for taking the time to develop the final solution.

## **8 QUESTIONS UNDER STANDING ORDERS**

Nil.

## **9 URGENT GENERAL BUSINESS**

Nil.

## **10 NEXT MEETING**

The next meeting of the Utilities and Roading Committee was scheduled for Tuesday, 10 February 2026, at 9am in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 10.30AM.

**CONFIRMED**



\_\_\_\_\_  
**Chairperson**  
9 December 2025

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**Date**

**Workshop**

*Please refer to Trim 251210235515*

- *Parking and Traffic Bylaw 2026*
- *Requests for Rural Seal Extensions*