Council Agenda

Tuesday 4 July 2017

Commencing at 1.00pm

Waimakariri District Council Chambers
215 High Street
Rangiora

Members:
Mayor David Ayers
Deputy Mayor Kevin Felstead
Councillor Peter Allen
Councillor Neville Atkinson
Councillor Al Blackie
Councillor Robbie Brine
Councillor Wendy Doody
Councillor Dan Gordon
Councillor John Meyer
Councillor Sandra Stewart
Councillor Paul Williams
The Mayor and Councillors

WAIMAKARIRI DISTRICT COUNCIL

A meeting of the WAIMAKARIRI DISTRICT COUNCIL will be held in the COUNCIL CHAMBERS, 215 HIGH STREET, RANGIORA on TUESDAY 4 JULY 2017 at 1.00PM.

Sarah Nichols
GOVERNANCE MANAGER

Recommendations in reports are not to be construed as Council policy until adopted by the Council

BUSINESS

1. APOLOGIES

2. CONFLICTS OF INTEREST

Conflicts of interest (if any) to be reported for minuting.

3. CONFIRMATION OF MINUTES

3.1 Minutes of a meeting of the Waimakariri District Council held on Tuesday 6 June 2017

RECOMMENDATION

THAT the Council:

(a) Confirms as a true and correct record the circulated minutes of a meeting of the Waimakariri District Council held on Tuesday 6 June 2017.

NOTE: These minutes will be circulated separately

3.2 Minutes of a meeting of the Waimakariri District Council held on Tuesday 20 June 2017

RECOMMENDATION

THAT the Council:

(a) Confirms as a true and correct record the circulated minutes of a meeting of the Waimakariri District Council held on Tuesday 20 June 2017.

3.3 Minutes of the public excluded portion of a meeting of the Waimakariri District Council held on Tuesday 6 June 2017

(see blue Public Excluded Agenda papers)

3.4 Minutes of the public excluded portion of a meeting of the Waimakariri District Council held on Tuesday 20 June 2017

(see blue Public Excluded Agenda papers)
4. DEPUTATIONS AND PRESENTATIONS

5. ADJOURNED BUSINESS
Nil.

6. REGENERATION REPORTS
Nil.

7. REPORTS

7.1 Barkers Road (Loburn) Sealing Statement of Proposal for Special Consultative Procedure for Targeted Rate – K Stevenson (Roading Manager)

**RECOMMENDATION**

THAT the Council:

(a) Receives report No 170522051735.

(b) Approves the Statement of Proposal for a Targeted Rate for Barkers Road (Loburn) property owners for their contribution for sealing Barkers Road adjacent to their properties (Doc 170220015597).

(c) Appoints Councillors Meyer (Chair) and .......... and ........ to the Barkers Road Sealing Targeted Rate Hearing Panel.

(d) Circulates this report to the Utilities and Roading Committee and the Rangiora-Ashley Community Board.

(e) Notes that any future subdivided properties will be required to contribute to the outstanding balance at that time.

(f) Notes the Hearing is scheduled for 22 August 2017.

7.2 Waimakariri District Rural Fire assets and functions transfer to FENZ – J Millward (Manager Finance and Business Support)

**RECOMMENDATION**

THAT the Council:

(a) Receives report No 170619062744.

(b) Acknowledges that any Rural fire assets are transferred to Fire Emergency New Zealand (FENZ) for Rural Fire functions and responsibilities as legislated under the Fire Emergency New Zealand Act 2017;

(c) Notes the principles established for the transfer of assets to FENZ. That is, the transfer of assets to FENZ is on the basis that FENZ will assume responsibility for any debt outstanding and any future maintenance associated with the assets;

(d) Acknowledges the Waimakariri District Principal Rural Fire Officer, Tim Sheppard, the Volunteer Rural Fire Forces and Volunteers for their dedicated service and efforts with the Rural Fire functions;

(e) Circulates this reports to the Community Boards for information.
7.3 **Carryover of the Community Boards’ Discretionary Fund from 2016/17 to 2017/2018 – E Cordwell (Governance Advisor)**

*RECOMMENDATION*

**THAT** the Council:

(a) **Receives** report No. 170620062842.

(b) **Approves** the carryovers of:

- $633.25 for the Oxford-Ohoka Community Board
- $3,054.04 for the Rangiora-Ashley Community Board and
- $200.00 for Woodend-Sefton Community Board

(c) **Notes** sufficient funding exists from the 2017/18 financial year without causing an increase in rates.

7.4 **Draft Submission to the Canterbury Regional Transport Committee on the proposal to vary the Regional Land Transport Plan – G Meadows (Policy Manager)**

*RECOMMENDATION*

**THAT** the Council:

(a) **Receives** report no. 170620063196.

(b) **Approves** the submission to the Regional Land Transport Committee (TRIM 170620063194);

(c) **Approves** the distribution of the submission to Community Boards for their information.


*RECOMMENDATION*

**THAT** the Council:

(a) **Receives** report No. 170621063690.

(b) **Notes** the project plan to review: “Towards an Inclusive Environment” - the Waimakariri Disability Strategy 2011.

(c) **Nominates** Councillor _______________ to represent the Council on the Reference Group for this review.

8. **MATTER REFERRED FROM DISTRICT PLANNING AND REGULATION COMMITTEE MEETING OF 20 JUNE 2017**

8.1 **Amendments To Contestable Fund Allocation – Matthew Bacon (Team Leader Resource Consents)** *(Refer to TRIM No. 170531055320)*

*RECOMMENDATION*

**THAT** the Council:

(a) **Receives** report No 170531055320.

(b) **Amends** the operational guidelines for the Contestable Fund to operate as a discretionary fund utilising the funding criteria set out in Appendix 1.
9. MATTER REFERRED FROM WOODEND-SEFTON COMMUNITY BOARD MEETING OF 12 JUNE 2017

9.1 Pegasus to Waikuku Beach Link – K Stevenson (Roading Manager)
(Refer to TRIM No. 170526054014)

RECOMMENDATION

THAT the Council:

(a) Reallocates the 2017/18 budget allocation for Kaiapoi Pa Road to the upgrading of the existing Te Kōhaka O Tūhaitara Trust walkway/cycleway between Reserve Road in Waikuku Beach and Tiritiri Moana Drive in Pegasus and the upgrading of the existing path in Tiritiri Moana Drive.

10. MATTER REFERRED FROM KAIAPOI-TUAHIWI COMMUNITY BOARD MEETING OF 19 JUNE 2017

10.1 The future of the Silver Birch Street trees in McDougall Place, Kaiapoi – G Barnard (Parks Community Assets Officer)
(Refer to TRIM No. 170531055473)

RECOMMENDATION

THAT the Council:

(a) Develops a district wide policy for the planting and removal of Silver Birch trees on Council owned land.

11. HEALTH AND SAFETY

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

RECOMMENDATION

THAT the Council:

(a) Receives report No. 170627065799.

12. COMMITTEE/WORKING PARTY/JOINT COMMITTEE MINUTES FOR INFORMATION

12.1 Minutes of a meeting of the District Planning and Regulation Committee held on Tuesday 20 June 2017

12.2 Minutes of a meeting of the Utilities and Roading Committee held on Tuesday 20 June 2017

RECOMMENDATION

THAT the information in Items 12.2 be received.
13. COMMUNITY BOARD MINUTES FOR INFORMATION

13.1 Minutes of a meeting of the Oxford-Ohoka Community Board held on 4 May 2017

13.2 Minutes of a meeting of the Woodend-Sefton Community Board held on 8 May 2017

13.3 Minutes of a meeting of the Oxford-Ohoka Community Board held on 8 June 2017

13.4 Minutes of a meeting of the Rangiora-Ashley Road and Reserve Naming Committee held on 13 June 2017

13.5 Minutes of a meeting of the Rangiora-Ashley Community Board held on 14 June 2017

13.6 Minutes of a meeting of the Kaiapoi-Tuahiwi Community Board held on 19 June 2017

RECOMMENDATION
THAT the information in Items 13.1 to 13.6 be received.

14. CORRESPONDENCE

15. MAYOR’S DIARY

15.1 Mayor’s Diary 31 May to 26 June 2017

RECOMMENDATION
THAT the Council:
(a) Receives report no. 170626065458.

16. COUNCIL PORTFOLIO UPDATES

16.1 Iwi Relationships
16.2 Canterbury Water Management Strategy
16.3 International Relationships

17. QUESTIONS
(under Standing Orders)

18. URGENT GENERAL BUSINESS
(under Standing Orders)
19. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987

**RECOMMENDATION**

**THAT** the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

<table>
<thead>
<tr>
<th>Item No</th>
<th>Minutes/Report of:</th>
<th>General subject of each matter to be considered</th>
<th>Reason for passing this resolution in relation to each matter</th>
<th>Ground(s) under section 48(1) for the passing of this resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>19.1</td>
<td>Minutes of the public excluded portion of Council meeting of 6 June 2017</td>
<td>Confirmation of minutes</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
<tr>
<td>19.2</td>
<td>Minutes of the public excluded portion of Council meeting of 20 June 2017</td>
<td>Confirmation of minutes</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
<tr>
<td>19.3</td>
<td>Report of Craig Sargison (Manager Community and Recreation)</td>
<td>Variation to Lease terms – Rangiora Town Hall</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
<tr>
<td>19.4</td>
<td>Report of Craig Sargison (Manager Community and Recreation)</td>
<td>Regeneration Area Lease</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
<tr>
<td>19.5</td>
<td>Report of Rob Hawthorne (Property Manager)</td>
<td>Silverstream Boulevard / Adderley Terrace Land Acquisitions, Kaiapoi</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
<tr>
<td>19.6</td>
<td>Report of Gary Boot (Senior Engineering Advisor), Ken Stevenson (Roading Manager) and Kalley Simpson (3 Waters Manager)</td>
<td>Request for Approval to Continue to Engage Consultants to Carry Out Earthquake Infrastructure Recovery Works</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
<tr>
<td>19.7</td>
<td>Report of Jim Palmer (Chief Executive)</td>
<td>Reappointment of Waimakariri Irrigation Limited (WIL) Director</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
</tbody>
</table>

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:
<table>
<thead>
<tr>
<th>Item No</th>
<th>Reason for protection of interests</th>
<th>Ref NZS 9202:2003 Appendix A</th>
</tr>
</thead>
<tbody>
<tr>
<td>19.1 – 19.7</td>
<td>Protection of privacy of natural persons To carry out commercial activities without prejudice</td>
<td>A2(a) A2(b)ii</td>
</tr>
</tbody>
</table>

**CLOSED MEETING**

*See Public Excluded Agenda (blue papers)*

**OPEN MEETING**

**20. NEXT MEETING**

The next scheduled meeting of the Council is on Tuesday 1 August 2017 commencing at 1.00pm.

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**Briefing (Public Excluded)**

At the conclusion of the Council’s meeting, a staff briefing will be held in relation to Town Centre Developments. The agenda for the briefing will be circulated separately.
MINUTES OF THE MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN
THE COUNCIL CHAMBERS, 215 HIGH STREET, RANGIORA ON TUESDAY 20 JUNE
2017 AT 3.18PM.

PRESENT:

Mayor D Ayers (Chair), Deputy Mayor K Felstead, Councillors P Allen, N Atkinson,

IN ATTENDANCE:

J Palmer (Chief Executive), J Millward (Manager, Finance & Business Support), G Cleary
(Manager, Utilities & Roading), C Sargison (Manager, Community & Recreation), M Harris
(Customer Service Manager), and S Nichols (Governance Manager).

1. APOLOGIES

Nil.

2. CONFLICTS OF INTEREST

Nil.

3. CONFIRMATION OF MINUTES

3.1 Minutes of a meeting of the Waimakariri District Council held on Tuesday
30 May 2017

Moved: Councillor Felstead Seconded: Councillor Allen

THAT the Council:

(a) Confirms as a true and correct record the minutes of a meeting of the
Waimakariri District Council held on Tuesday 30 May 2017.

CARRIED

4. MATTERS ARISING FROM THE MINUTES

Nil.

5. REPORTS

5.1 Adoption of the 2017/2018 Annual Plan- Jim Palmer (Chief Executive)

J Palmer spoke to the report, reflecting on the process over the past six
months, and the incorporation of decisions of the Council. The outcome was
an average rate increase of 3.95%, being less than that consulted on through
the Draft Annual Plan.

Moved: Councillor Allen Seconded: Councillor Felstead

THAT the Council:

(a) Receives report N° 170612059261.
(b) Adopts the 2017/2018 Annual Plan (document no. 170523052186);
(c) Authorises the Chief Executive and the Manager Finance and Business
Support to make necessary minor edits and corrections to the Annual
Plan 2017/2018 prior to printing.

CARRIED
Councillor Allen commented on the thorough discussions held over the past few months.

5.2 Rates Resolution 2017/18 – Maree Harris (Customer Service Manager)

M Harris spoke to the report outlining the formal resolution required to set the rates. The new format was outlined, as was the auditing mechanisms. M Harris advised of an amendment from the agenda paper to the Pegasus Water Restricted Supply Rate reducing from $167.70 to the amended rate of $167.60.

Councillor Allen referred to recommendation (e), enquiring what portion of ratepayers would pay their rates as one total payment. Staff were unable to advise the percentage however would advise by memo.

Councillor Allen enquired many residents seek rates rebates. Staff advised approximately 1,800 people sought the rates rebates.

In a supplementary question Councillor Allen enquired of the demographics of people seeking rebates. Staff advised they would supply the information to councillors via a memo.

Moved: Councillor Felstead Seconded: Councillor Atkinson

THAT the Council:

(a) Receives report No. 170609058766.
(b) Resolves to set and assess the following rates under the Local Government (Rating) Act 2002 and in accordance with the relevant provisions of the Long Term Plan 2015/25 and Funding Impact Statement for the 2017/18 year, on rating units in the Waimakariri District for the financial year commencing on 1 July 2017 and ending on 30 June 2018.

Rates are inclusive of the Goods and Services Tax (GST).

All section references are to the Local Government (Rating) Act 2002.

1. GENERAL RATES

(a) a general rate set under Section 13 as a rate in the dollar on the rateable capital value for all rateable land; and
(b) a uniform annual general charge set under Section 15 as a fixed amount per rateable rating unit.

| Uniform annual general charge per rateable rating unit | $120.00 |
| General rate in the dollar on rateable capital value   | 0.000385 |

2. ROADING RATES

Targeted rates set under Section 16 and 18 comprising a fixed amount per rateable rating unit in the District; and a rate in the dollar on the rateable capital value for all rateable land in the District.

| Fixed amount on each rateable rating unit | $96.89   |
| Roading rate in the dollar on rateable capital value | 0.000626 |
3. THONGCASTER ROAD & BROWNS ROCK ROAD SEAL EXTENSION LOAN RATE

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fixed amount per rateable rating unit in the Thongcaster Road &amp; Browns Rock</td>
<td>$354.39</td>
</tr>
<tr>
<td>Road Seal Extension rating area where a lump sum contribution has not</td>
<td></td>
</tr>
<tr>
<td>previously been paid.</td>
<td></td>
</tr>
</tbody>
</table>

The boundary of the Thongcaster Road & Browns Rock Road Seal Extension rating area is shown on Rating Policy Map 47.

4. EARTHQUAKE RECOVERY RATE

A targeted rate set under Sections 16 and 18 as a fixed amount per rateable rating unit in the District.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fixed amount per rateable rating</td>
<td>$43.73</td>
</tr>
<tr>
<td>unit</td>
<td></td>
</tr>
</tbody>
</table>

5. COMMUNITY PARKS AND RESERVES, BUILDINGS AND GRANTS RATES

Targeted rates set under Sections 16-18 on a differential basis according to where the land is situated and the use to which the land is put, and targeted to each rateable rating unit or separately used or inhabited part of a rateable rating unit as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fixed amount per separately used or inhabited part of a rateable rating</td>
<td>$468.70</td>
</tr>
<tr>
<td>unit in the Town Residential category</td>
<td></td>
</tr>
<tr>
<td>Fixed amount per rateable rating unit in the Town Commercial category</td>
<td>$468.70</td>
</tr>
<tr>
<td>Fixed amount per rateable rating unit in the Town Vacant category</td>
<td>$58.70</td>
</tr>
<tr>
<td>Fixed amount per separately used or inhabited part of a rateable rating</td>
<td>$410.00</td>
</tr>
<tr>
<td>unit in the Rural Residential category</td>
<td></td>
</tr>
<tr>
<td>Fixed amount per rateable rating unit in the Rural Commercial category</td>
<td>$410.00</td>
</tr>
</tbody>
</table>

Town boundaries for Rangiora, Kaiapoi, Woodend, Oxford and Pegasus are shown on the Rating Policy Maps 1-4.

A full explanation of the differential categories is contained in the Funding Impact Statement.

6. PEGASUS SERVICES RATE

Targeted rate set under Sections 16-18 as a fixed amount per rateable rating unit situated in the Pegasus Town boundary.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fixed amount per rateable rating</td>
<td>$63.59</td>
</tr>
<tr>
<td>unit</td>
<td></td>
</tr>
</tbody>
</table>

The town boundary for Pegasus is shown on Rating Policy Map 1.

7. COMMUNITY LIBRARY AND MUSEUMS RATE

A targeted rate set under Sections 16-18 as a fixed amount per rateable rating unit in the District that is used for business purposes; and each separately used or inhabited part of a rateable rating unit in the District that is used for residential purposes.
8. COMMUNITY SWIMMING POOLS RATE

A targeted rate set under Sections 16-18 as a fixed amount per rateable rating unit in the District that is used for business purposes; and per separately used or inhabited part of a rateable rating unit in the District that is used for residential purposes.

<table>
<thead>
<tr>
<th>Rate Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fixed charge per rateable rating unit used for business purposes</td>
<td>$152.53</td>
</tr>
<tr>
<td>Fixed charge per separately used or inhabited part of a rateable rating unit used for residential purposes</td>
<td>$152.53</td>
</tr>
</tbody>
</table>

9. CANTERBURY MUSEUM OPERATIONAL LEVY RATE

A targeted rate set under Sections 16-18 as a fixed amount per rateable rating unit in the District that is used for business purposes; and per separately used or inhabited part of a rateable rating unit in the District that is used for residential purposes.

<table>
<thead>
<tr>
<th>Rate Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fixed charge per rateable rating unit used for business purposes</td>
<td>$27.30</td>
</tr>
<tr>
<td>Fixed charge per separately used or inhabited part of a rateable rating unit used for residential purposes</td>
<td>$27.30</td>
</tr>
</tbody>
</table>

10. CANTERBURY MUSEUM REDEVELOPMENT LEVY RATE

A targeted rate set under Sections 16-18 as a fixed amount per rateable rating unit in the District that is used for business purposes; and per separately used or inhabited part of a rateable rating unit in the District that is used for residential purposes.

<table>
<thead>
<tr>
<th>Rate Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fixed charge per rateable rating unit used for business purposes</td>
<td>$3.90</td>
</tr>
<tr>
<td>Fixed charge per separately used or inhabited part of a rateable rating unit used for residential purposes</td>
<td>$3.90</td>
</tr>
</tbody>
</table>

11. ANIMAL CONTROL (STOCK) RATE

A targeted rate set under Sections 16-18 as a rate in the dollar on the rateable capital value on rating units situated in the Residential 4A, Residential 4B and rural zones in the Waimakariri District Council District Plan.

<table>
<thead>
<tr>
<th>Rate Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rate in the dollar on rateable capital value</td>
<td>0.000007</td>
</tr>
</tbody>
</table>

12. COMMUNITY BOARD RATES

Targeted rates set Under Sections 16-18 as a fixed amount per rateable rating unit plus a rate in the dollar on the rateable capital value according to where the land is situated. Community Board boundaries are those in place at 1 July 2017 and are illustrated on Rating Policy Map 11.
<table>
<thead>
<tr>
<th>Rate Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fixed amount per rateable rating unit situated in the Kaiapoi-Tuahiwi Community</td>
<td>$17.28</td>
</tr>
<tr>
<td>Board area</td>
<td></td>
</tr>
<tr>
<td>Rate in the dollar on rateable capital value on each rating unit situated in</td>
<td>0.000009</td>
</tr>
<tr>
<td>the Kaiapoi-Tuahiwi Community Board area</td>
<td></td>
</tr>
<tr>
<td>Fixed amount per rateable rating unit situated in the Rangiora-Ashley Community</td>
<td>$17.16</td>
</tr>
<tr>
<td>Board area</td>
<td></td>
</tr>
<tr>
<td>Rate in the dollar on rateable capital value on each rating unit situated in the</td>
<td>0.000007</td>
</tr>
<tr>
<td>Rangiora-Ashley Community Board area</td>
<td></td>
</tr>
<tr>
<td>Fixed amount per rateable rating unit situated in the Woodend-Sefton Community</td>
<td>$25.02</td>
</tr>
<tr>
<td>Board area</td>
<td></td>
</tr>
<tr>
<td>Rate in the dollar on rateable capital value on each rating unit situated in the</td>
<td>0.000013</td>
</tr>
<tr>
<td>Woodend-Sefton Community Board area</td>
<td></td>
</tr>
<tr>
<td>Fixed amount per rateable rating unit situated in the Oxford-Ohoka Community</td>
<td>$23.31</td>
</tr>
<tr>
<td>Board area</td>
<td></td>
</tr>
<tr>
<td>Rate in the dollar on rateable capital value on each rating unit situated in the</td>
<td>0.000006</td>
</tr>
<tr>
<td>Oxford-Ohoka Community Board area</td>
<td></td>
</tr>
</tbody>
</table>

13. **RANGIORA CENTRAL BUSINESS DISTRICTS AREA MAINTENANCE AND STREET WORKS RATE**

A targeted rate set under Sections 16-18 as a rate in the dollar on rateable capital value on rating units situated in the Rangiora Central Business District rating area that are used for business purposes.

| Rate in the dollar on rateable capital value | 0.0001352 |

The boundary of the Rangiora CBD rating area is shown on Rating Policy Map 12.

14. **KAIAPOI CENTRAL BUSINESS DISTRICTS AREA MAINTENANCE AND STREET WORKS**

A targeted rate set under Sections 16-18 as a rate in the dollar on rateable capital value on rating units in the Kaiapoi Central Business District rating area that are used for business purposes.

| Rate in the dollar on rateable capital value | 0.0002321 |

The boundary of the Kaiapoi CBD rating area is shown on Rating Policy Map 13.

15. **PROMOTION AND ECONOMIC DEVELOPMENT RATE**

A targeted rate set under Sections 16-18 as a rate in the dollar on rateable capital value on each rating unit that is used primarily for business purposes.

| Rate in the dollar on rateable capital value | 0.00028 |

16. **URBAN STORMWATER DRAINAGE RATES**

Targeted rates set under Sections 16-18 as a rate in the dollar on the rateable land value on each rating unit situated in the Rangiora, Oxford, Pegasus and Coastal Urban (Woodend, Waikuku and Pines/Kairaki) urban drainage rating areas.
Targeted rate set under Sections 16-18 as a rate in the dollar on the rateable land value on each rating unit situated in the Kaiapoi urban drainage rating area on a differential basis according to where the land is situated.

A targeted rate set under Sections 16-18 as a fixed amount per rating unit on the properties in Alexander Lane that benefit directly from the private stormwater pump, to be charged in addition to the Kaiapoi urban drainage rate.

<table>
<thead>
<tr>
<th>Rate Description</th>
<th>Rate (in the dollar)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rate in the dollar on rateable land value in the Kaiapoi urban drainage rating area excluding the Island Road rural extension</td>
<td>0.002069</td>
</tr>
<tr>
<td>Rate in the dollar on rateable land value in the Kaiapoi urban drainage rating area Island Road rural extension</td>
<td>0.001035</td>
</tr>
<tr>
<td>Fixed amount per rating unit in the Alexander Lane Drainage Rating area</td>
<td>$120.00</td>
</tr>
<tr>
<td>Rate in the dollar on rateable land value in Rangiora urban drainage rating area</td>
<td>0.0010677</td>
</tr>
<tr>
<td>Rate in the dollar on rateable land value in Coastal Urban (Woodend, Waikuku and Pines/Kairaki) urban drainage rating areas</td>
<td>0.0010745</td>
</tr>
<tr>
<td>Rate in the dollar on rateable land value in the Oxford urban drainage rating area</td>
<td>0.0009280</td>
</tr>
<tr>
<td>Rate in the dollar on rateable land value in the Pegasus urban drainage rating area</td>
<td>0.0013359</td>
</tr>
</tbody>
</table>

Rangiora Urban Drainage Rating Area is shown on Rating Policy Map 14
Kaiapoi Urban Drainage Rating Area, including the Island Road extension is shown on Rating Policy Map 15
Pegasus Urban Drainage Rating Area is shown on Rating Policy Map 16
Coastal Urban Drainage Rating Area is shown on Rating Policy Maps 17 (Waikuku and Waikuku Beach), 18 (The Pines Beach and Kairaki) and 19 (Woodend)
Oxford Urban Drainage Rating Area is shown on Rating Policy Map 21
Alexander Lane Drainage Rating Area is shown on Rating Policy Map 22

17. KERBSIDE REFUSE AND RECYCLING COLLECTION

A targeted rate set under Sections 16-18 as a fixed amount per separately used or inhabited part of a rating unit within the Kerbside Collection Contract areas to which the refuse and recycling service is available.

A targeted rate set under Sections 16-18 as a fixed amount on each rating unit or separately used or inhabited part of a rating unit in the Ohoka Recycling Area.

<table>
<thead>
<tr>
<th>Fixed Charge Description</th>
<th>Charge Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fixed charge per separately used or inhabited parts of a rating unit to which the Kerbside Refuse and Recycling Collection service is available</td>
<td>$86.00</td>
</tr>
<tr>
<td>Fixed charge per separately used or inhabited parts of a rating unit in the Ohoka Recycling Area</td>
<td>$76.00</td>
</tr>
</tbody>
</table>

Kerbside Collection contract areas are shown on Rating Policy Maps 34-44.
18. WATER RATES

Targeted rates set under Sections 16-18 on a differential basis according to the provision or availability of the service. A fixed amount per separately used or inhabited part of a rating unit that is provided with an unrestricted connection to the Cust, Rangiora, Kaiapoi, Waikuku Beach, Woodend-Tuahiwi, Oxford Township or Pegasus water supplies. A fixed amount (40% of the rate for an unrestricted connection) for each unit of water supplied is set on rating units provided with a restricted connection to the above named water supplies.

A fixed amount per rating unit connected to the Summerhill, West Eyreton, Poyntzs Road, Garrymere and Ohoka restricted water supplies together with a fixed amount for each unit of water supplied.

A fixed amount per unit of water supplied from Oxford Rural No. 1, Oxford Rural No. 2 and Mandeville (including the Fernside extension) water supplies.

(1 unit of water = 1,000 litres/day)

Targeted loan rates set under Sections 16-18 on a differential basis according to the provision or availability of a service, on rating units in the Tuahiwi residential area that are serviced by the Woodend Tuahiwi Water Supply, where a lump sum contribution has not been paid. Loan rates are set as a fixed amount on each rating unit that is connected to the Woodend-Tuahiwi Water Supply, with a reduced amount payable on rating units that are not connected (pipeline share). The lower differential reflects the cost of installing the main pipeline and does not include the cost of property connections.

Targeted loan rate set as a fixed amount per rating unit in the rural land adjacent to the Tuahiwi residential area that have a restricted connection to the Woodend-Tuahiwi Water supply, where a lump sum contribution has not been paid.

Targeted loan rate set as a fixed amount per unit of water in the Fernside Water Loan area.

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cust</td>
<td>$719.30</td>
</tr>
<tr>
<td>Cust – restricted supply per unit of water</td>
<td>$287.72</td>
</tr>
<tr>
<td>Summerhill – per unit of water</td>
<td>$104.60</td>
</tr>
<tr>
<td>Summerhill – per rating unit</td>
<td>$935.40</td>
</tr>
<tr>
<td>Fernside Loan Rate per unit of water</td>
<td>$96.80</td>
</tr>
<tr>
<td>Rangiora</td>
<td>$325.30</td>
</tr>
<tr>
<td>Rangiora – restricted supply per unit of water</td>
<td>$130.12</td>
</tr>
<tr>
<td>Kaiapoi</td>
<td>$176.60</td>
</tr>
<tr>
<td>Kaiapoi – restricted supply per unit of water</td>
<td>$70.64</td>
</tr>
<tr>
<td>Waikuku Beach</td>
<td>$311.60</td>
</tr>
<tr>
<td>Waikuku Beach – restricted supply per unit of water</td>
<td>$124.64</td>
</tr>
<tr>
<td>Woodend-Tuahiwi</td>
<td>$463.00</td>
</tr>
<tr>
<td>Woodend-Tuahiwi – restricted supply per unit of water</td>
<td>$185.20</td>
</tr>
<tr>
<td>West Eyreton — per unit of water</td>
<td>$68.00</td>
</tr>
<tr>
<td>West Eyreton — per rating unit</td>
<td>$734.20</td>
</tr>
<tr>
<td>Oxford Township</td>
<td>$455.90</td>
</tr>
<tr>
<td>Oxford Township — restricted supply</td>
<td>$182.36</td>
</tr>
<tr>
<td>Oxford Rural Water No 1 per unit of water</td>
<td>$396.70</td>
</tr>
<tr>
<td>Oxford Rural Water No 2 per unit of water</td>
<td>$307.20</td>
</tr>
</tbody>
</table>
Mandeville – per unit of water $194.00
Ohoka – per unit of water $20.62
Ohoka – per rating unit $1,061.18
Pegasus $419.00
Pegasus – restricted supply $167.60
Poyntz’s Road – per unit of water $30.00
Poyntz’s Road – per rating unit $513.00
Garrymere – per unit of water $31.25
Garrymere – per rating unit $1,209.58
Tuahiwi residential area water connection loan rate $667.11
Tuahiwi residential area water pipeline loan rate $489.22
Tuahiwi rural water loan rate $778.30

Tuahiwi residential area (water supply) is shown on Rating Policy Map 45
Tuahiwi rural restricted water supply area is shown on Rating Policy Map 46
Fernside Water Loan area is shown on Rating Policy Map 49
Mandeville Water Supply area (including Fernside extension) is shown on Rating Policy Map 50

19. SEWER RATES

A targeted rate under Sections 16-18 per water closet or urinal within a rating unit connected to the Eastern Districts Sewer in Rangiora, Waikuku Beach, Woodend, Woodend Beach, Pines Kairaki, Tuahiwi, Kaiapoi, Pegasus, Swannanoa, Mandeville, Ohoka Meadows and Ohoka Utilities. A differential rating system exists based on the number of water closets or urinals contained in the rating unit or separately used or inhabited parts of the rating unit.

A targeted rate set under Sections 16-18 as a fixed charge per rating unit in the Oxford, Fernside and Loburn Lea sewer rating areas.

Targeted loan rates set under Sections 16-18 as a fixed amount per rating unit and as a rate in the dollar on rateable land value per rating unit in the Oxford sewer rating area where a lump sum contribution has not been paid.

Targeted loan rates set under Sections 16-18 as a fixed amount per rating unit and as a rate per hectare of land area in each rating unit located in the Southbrook Services (Sewer) Extension Stage 1 area where a lump sum contribution was not been paid.

Targeted loan rates set under Sections 16-18 as a fixed amount per rating unit located in the Ohoka Utilities Connection Loan rating area.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eastern Districts (Rangiora, Waikuku Beach, Woodend, Woodend Beach, Pines Kairaki, Tuahiwi, Kaiapoi, Pegasus, Swannanoa, Mandeville, Ohoka Meadows and Ohoka Utilities) (&gt;0-4 pans 100%) per WC or urinal.</td>
<td>$466.70</td>
</tr>
<tr>
<td>Eastern Districts (5-8 pans 90%) per WC or urinal</td>
<td>$420.03</td>
</tr>
<tr>
<td>Eastern Districts (9-12 pans 75%) per WC or urinal</td>
<td>$350.03</td>
</tr>
<tr>
<td>Eastern Districts (13-16 pans 65%) per WC or urinal</td>
<td>$303.36</td>
</tr>
<tr>
<td>Eastern Districts (16+ pans 50%) per WC or urinal</td>
<td>$233.35</td>
</tr>
<tr>
<td>Eastern Districts – Rating units containing more than 4 pans where the multiple pans are used for</td>
<td>$466.70</td>
</tr>
</tbody>
</table>
the purposes of separately used or inhabited parts of the rating unit, e.g. flats or shops

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ohoka Utilities Connection Loan Rate</td>
<td>$396.13</td>
</tr>
<tr>
<td>Fernside fixed amount per rating unit</td>
<td>$2,044.80</td>
</tr>
<tr>
<td>Loburn Lea fixed amount per rating unit</td>
<td>$1,806.60</td>
</tr>
<tr>
<td>Southbrook Services (Sewer) Extension Stage 1</td>
<td></td>
</tr>
<tr>
<td>loan rate fixed amount per rating unit</td>
<td>$746.10</td>
</tr>
<tr>
<td>Southbrook Services (Sewer) Extension Stage 1</td>
<td></td>
</tr>
<tr>
<td>loan rate rate per hectare of land area</td>
<td>$4,889.20</td>
</tr>
<tr>
<td>Oxford operating rate fixed amount per rating unit</td>
<td>$844.80</td>
</tr>
<tr>
<td>Oxford fixed loan rate fixed amount per rating unit</td>
<td>$216.05</td>
</tr>
<tr>
<td>Oxford variable loan rate in the dollar on rateable land value</td>
<td>0.0006197</td>
</tr>
</tbody>
</table>

Oxford sewer rating boundary is shown on Rating Policy Map 32
Fernside sewer rating boundary is shown on Rating Policy Map 30
Loburn Lea sewer rating boundary is shown on Rating Policy Map 31
Southbrook Services (Sewer) Stage 1 Extension boundary is shown on Rating Policy Map 33
Ohoka Utilities Connection Loan rating area is shown on Rating Policy Map 48

20. WATER RACE RATES

Targeted rates set under Sections 16-18 as a fixed amount per rateable rating unit where the Waimakariri water race system is available assessed on a differential basis according to the area of land within each rating unit; together with a targeted rate per hectare of land area.

Small holdings for which special arrangements have been made to pipe water from this scheme are charged the special fixed charge only.

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fixed amount per rating unit (properties of over .4046 ha land area)</td>
<td>$98.00</td>
</tr>
<tr>
<td>Fixed amount per rating unit (properties less than or equal to .4046 ha)</td>
<td>$93.00</td>
</tr>
<tr>
<td>Special fixed amount per rating unit for piped supply</td>
<td>$98.00</td>
</tr>
<tr>
<td>Area Rate (per hectare)</td>
<td>$6.14</td>
</tr>
</tbody>
</table>

21. RURAL LAND DRAINAGE RATES

Targeted rates for rural land drainage set under Sections 16-18 on all rating units situated within the separate rural drainage targeted rating areas:

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waimakariri Coastal Rural</td>
<td>20% collected as a fixed amount per rating unit and 80% by a rate per hectare of land</td>
</tr>
<tr>
<td>Cust</td>
<td>Rate per hectare of land</td>
</tr>
<tr>
<td>Clarksville</td>
<td>50% collected as a fixed amount per rating unit and 50% as a rate per hectare of land area</td>
</tr>
<tr>
<td>Oxford, Ohoka &amp; Waimakariri Central Rural</td>
<td>20% collected as a fixed amount per rating unit and 80% as a rate in the dollar on the rateable land value</td>
</tr>
<tr>
<td>Loburn Lea</td>
<td>Rate in the dollar on rateable land value</td>
</tr>
<tr>
<td>Area</td>
<td>Fixed Amount per Rating Unit</td>
</tr>
<tr>
<td>---------------------------</td>
<td>------------------------------</td>
</tr>
<tr>
<td>Ohoka</td>
<td>$47.00</td>
</tr>
<tr>
<td>Oxford</td>
<td>$21.00</td>
</tr>
<tr>
<td>Clarkville</td>
<td>$126.00</td>
</tr>
<tr>
<td>Waimakariri Coastal Rural</td>
<td>$40.00</td>
</tr>
<tr>
<td>Waimakariri Central Rural</td>
<td>$29.00</td>
</tr>
<tr>
<td>Cust</td>
<td>$6.72</td>
</tr>
<tr>
<td>Loburn Lea</td>
<td></td>
</tr>
</tbody>
</table>

Ohoka Rural Drainage rating area is shown on Rating Policy Map 23
Oxford Rural Drainage rating area is shown on Rating Policy Map 28 (West) and Rating Policy Map 29 (East)
Clarkville Rural Drainage rating area is shown on Rating Policy Map 24
Waimakariri Coastal Rural Drainage rating area is shown on Rating Policy Map 27
Waimakariri Central Rural Drainage rating area is shown on Rating Policy Map 26
Cust Rural Drainage rating area is shown on Rating Policy Map 25
Loburn Lea Rural Residential Drainage Rating Area is shown on Rating Policy Map 20

(c) **Resolves** that rates are due and payable by four equal instalments on the dates listed below and resolves pursuant to Sections 57 and 58 that a penalty amounting to 10% of the amount unpaid will be added to any amount of the current instalment remaining unpaid seven days after the due date of that instalment.

<table>
<thead>
<tr>
<th>Instalment</th>
<th>Due Date</th>
<th>Penalty Charge Applies</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>20 August 2017</td>
<td>27 August 2017</td>
</tr>
<tr>
<td>2</td>
<td>20 November 2017</td>
<td>27 November 2017</td>
</tr>
<tr>
<td>3</td>
<td>20 February 2018</td>
<td>27 February 2018</td>
</tr>
<tr>
<td>4</td>
<td>20 May 2018</td>
<td>27 May 2018</td>
</tr>
</tbody>
</table>

(e) **Resolves** pursuant to Sections 57 and 58 a penalty charge amounting to 10% of the amount of unpaid rates (including previously applied penalties) from previous financial years, remaining unpaid at 1 July 2017 will be added on 3 July 2017 and a further penalty charge of 10% will be added on 3 January 2018 to amounts still remaining unpaid as at 1 January 2018.

(f) **Resolves** pursuant to Section 55, a discount amounting to 4% of the general rate, uniform annual general charge, roading rates, community parks and reserves, buildings and grants rate, community library & museums rate, community swimming pools rate, Canterbury Museum operational levy rate and Canterbury Museum redevelopment levy rate, will be allowed if the total year’s rates and charges assessed, including those rates collected on behalf of the Canterbury Regional Council are paid in full by 27 August 2017.
(g) **Resolves** that rates shall be payable by cash, cheque or eftpos (debit card) at any of the following places during office opening hours:

Rangiora Service Centre, 215 High Street, Rangiora
Kaiapoi Service Centre, 176 Williams Street, Kaiapoi
Oxford Service Centre, 34 Main Street, Oxford

Or by using on-line banking, e-payments, direct credit or direct debit facilities established by the Council.

(h) **Resolves** to set the following Lump Sum Contributions for the early repayment of loans.

1. **OXFORD SEWER LOAN REPAYMENT LUMP SUM CONTRIBUTIONS**

Lump sum contributions under Section 117B towards the early repayment of the Oxford Sewer Loans on all rating units in the Oxford sewer rating area where an election has been made to pay a lump sum contribution in accordance with Section 117H and the Capital Project Funding Plan.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fixed Lump Sum Contribution fixed amount per rating unit</td>
<td>$277.62</td>
</tr>
<tr>
<td>Variable Lump Sum Contribution rate in the dollar on rateable land value</td>
<td>0.003234</td>
</tr>
</tbody>
</table>

Oxford sewer rating boundary is shown on Rating Policy Map 32

2. **SOUTHBROOK SERVICES (SEWER) EXTENSION STAGE 1 LUMP SUM CONTRIBUTIONS**

Lump sum contributions towards the early repayment of the Southbrook Services Extension Loans on all rating units in the Southbrook Services (Sewer) Extension Stage 1 rating area where an election has been made to pay a lump sum contribution in accordance with Section 117H and the Capital Project Funding Plan.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fixed Lump Sum Contribution fixed amount per rating unit</td>
<td>$4,730.02</td>
</tr>
<tr>
<td>Variable Lump Sum Contribution rate per hectare of land area</td>
<td>$30,997.76</td>
</tr>
</tbody>
</table>

Southbrook Services (Sewer) Stage 1 Extension boundary is shown on Rating Policy Map 33

**CARRIED**

Councillor Felstead queried if rates can be paid at the new Service Centre in Oxford, which staff advising the anticipated opening date of the new building would be late August. The Pearson Park Pavilion building would continue to operate as the Service Centre until such time as the new building was operational.
6. **QUESTIONS (UNDER STANDING ORDERS)**

Nil.

7. **URGENT GENERAL BUSINESS**

Nil.

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

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

Moved: Councillor Atkinson  
Seconded: Mayor Ayers

**THAT** the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

<table>
<thead>
<tr>
<th>Item No</th>
<th>Minutes/Report of:</th>
<th>General subject of each matter to be considered</th>
<th>Reason for passing this resolution in relation to each matter</th>
<th>Ground(s) under section 48(1) for the passing of this resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.1</td>
<td>Minutes of the public excluded portion of Council meeting of 30 May 2017</td>
<td>Confirmation of minutes</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
<tr>
<td>8.2</td>
<td>Report of Craig Sargison (Manager Community and Recreation)</td>
<td>Procurement Method for Wharf Side Civil Works and Kaiapoi Library Riverside Construction Contracts</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
<tr>
<td>8.3</td>
<td>Report of Jim Palmer (Chief Executive)</td>
<td>Reappointment of Trustee to Enterprise North Canterbury Board</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
</tbody>
</table>

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

<table>
<thead>
<tr>
<th>Item No</th>
<th>Reason for protection of interests</th>
<th>Ref NZS 9202:2003 Appendix A</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.1 – 8.3</td>
<td>Protection of privacy of natural persons To carry out commercial activities without prejudice</td>
<td>A2(a) A2(b)ii</td>
</tr>
</tbody>
</table>
The public excluded portion of the meeting occurred from 3.26pm to 3.37pm.

9. **NEXT MEETING**

The next scheduled meeting of the Council is on Tuesday 4 July 2017 commencing at 1.00pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 3.38PM.

CONFIRMED

________________________
Chairperson

________________________
Date
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO: RDG-32-62/170522051735
REPORT TO: Council
DATE OF MEETING: 4 July 2017
FROM: Ken Stevenson – Roading Manager
SUBJECT: Barkers Road (Loburn) Sealing Statement of Proposal for Special Consultative Procedure for Targeted Rate

SIGNED BY: [Signature]

1. SUMMARY

1.1. The purpose of this report is to seek Council approval of the Statement of Proposal for the Special Consultative Procedure (SCP) for the targeted rate for the sealing of Barkers Road (Loburn) and to seek appointment of three Councillors to the Hearing Panel.

1.2. It is recommended that Councillor Meyer as the Roading Portfolio Holder be appointed the chair of the Hearing Panel with the other two members decided at the Council meeting.

1.3. The proposed timeline for the SCP is as follows
   - Submissions – open on Friday 7 July 2017 and close on Monday 7 August 2017
   - Hearings and deliberations – Tuesday 22 August 2017
   - Council decision – Tuesday 5 September 2017

1.4. Subject to the outcome of the SCP the sealing of Barkers Road will be undertaken in October/November 2017.

Attachments:
   i. Statement of Proposal (Doc 170220015597).

2. RECOMMENDATION

THAT the Council:
   (a) Receives report No 170522051735.
   (b) Approves the attached Statement of Proposal for a Targeted Rate for Barkers Road (Loburn) property owners for their contribution for sealing Barkers Road adjacent to their properties (Doc 170220015597)
   (c) Appoints Councillors Meyer (Chair) and ……… and ……….. to the Barkers Road Sealing Targeted Rate Hearing Panel
   (d) Circulates this report to the Utilities and Roading Committee and the Rangiora Ashley Board
   (e) Notes that any future subdivided properties will be required to contribute to the outstanding balance at that time.
3. ISSUES AND OPTIONS

3.1. In November 2016 the Utilities and Roading Committee approved the sealing of Barkers Road on the condition the property owners pay a contribution to top up the financial contributions to reach the 30% trigger as provided by the Rural Seal Extension Policy. The Committee also approved in principle the option of a targeted rate as an option for property owners to pay their contribution.

3.2. On 7 March 2017 the Council approved the commencement of the SCP for the targeted rate.

3.3. The attached Statement of Proposal for the SCP details the properties to be included in the targeted rate area, the targeted rate amount, the sections of road to be sealed and the proposed timeline.

3.4. The proposal gives property owners the option of paying their share by a lump sum payment rather than a targeted rate on their property.

3.5. The proposed timeline is as follows
- Submissions – open on Friday 7 July 2017 and close on Monday 7 August 2017
- Hearings and deliberations – Tuesday 22 August 2017
- Council decision – Tuesday 5 September 2017

3.6. The Management Team has reviewed this report and supports the recommendations.

4. THE COMMUNITY VIEWS

4.1. The Council has sought feedback from the Barkers Road property owners on their willingness to pay a share of sealing the road and on their preferred method of payment with the options being by lump sum payment or through a targeted rate. While the majority of the property owners agreed to pay by lump sum a number stated their preferred method of payment was by a targeted rate.

4.2. The SCP will enable property owners to formally submit on the proposal with the opportunity to speak to their submission.

4.3. The Statement of Proposal will be sent to all affected property owners and will be advertised in the local newspapers inviting submissions.

5. FINANCIAL IMPLICATIONS AND RISK

5.1. The cost of sealing Barkers Road between Swamp Road and 530/534/538 Barkers Road, a length of 2.1km, is $419,237 (excl GST).

5.2. The Council share of the sealing is 70% of the cost ($293,466 excl GST) plus one property share for the property the Council owns ($1,559 excl GST), or a total of $295,025 (excl GST).

5.3. There is sufficient funding available in the Roading Subdivision Contribution Budget to fund the Council's share of the work.

5.4. The Council has contributions of $83,677 (excl GST) for the sealing of Barkers Road. 30% of the cost of the sealing is $125,771 (excl GST).

5.5. The property owners share is, therefore, $125,771 less $83,677 or $42,094 (excl GST) spread over 27 properties. This equates to $1559 (plus GST) or $1793 including GST per property.

5.6. The targeted rate will be $232.19 (including GST) per year per property over ten years.

5.7. The Council approved a price of $419,237 from Sicon Ltd for the sealing work on 7 March 2017, subject to the results of the SCP.

5.8. A risk to the Council if the targeted rate is approved is the property owners who do not support the targeted rate do not pay the rate and challenge the Council in court. This could be on the basis that the developer has already paid financial contributions for upgrading the roads and so why should they pay. This risk can be mitigated by ensuring the reason for the targeted rate is clearly stated and that the payment by the property owners is a contribution to enable the sealing to happen for their benefit.

5.9. Any future subdivided lots within the rating area will be required to pay a share of the outstanding balance within this rating area at the time.
6. CONTEXT

6.1. Policy
This is not a matter of significance in terms of the Council’s Significance Policy.

6.2. Statute
Under the Local Government Act a Special Consultative Procedure is required to be followed when setting targeted rates

6.3. Links to Community Outcomes

6.3.1. There is a safe environment for all:
- Crime, Injury and road accidents are minimised
- Harm to people from natural and manmade hazards is minimised

6.3.2. Transport is accessible, convenient, reliable, affordable and sustainable
- The standard of our District’s roads is keeping pace with increasing traffic numbers

Ken Stevenson
Roading Manager
Summary of Information

Proposed Targeted Rate for Barkers Road (Loburn) property owners for their contribution for sealing Barkers Road adjacent to their properties

The Council proposes to put in place a Targeted Rate on those properties as shown on the attached map to enable the property owners to pay, through their rates, for their share of the cost of sealing the sections of Barkers Road adjacent to their properties as shown on the attached map.

Property owners will have the option of paying their share by one separate lump sum payment or a targeted rate over 10 years to repay a loan.

In recent years a number of subdivisions were developed on Barkers Road. As this road is an unsealed road, the developers of these subdivisions were required to and have paid financial contributions to the Council for their share of sealing Barkers Road.

The Council policy for sealing unsealed roads using financial contributions is that “The Council will seal all rural unsealed roads when financial contributions from subdivisions to at least 30% of the cost of sealing the road are available.”

The cost of sealing the section of Barkers Road as shown on the attached map is $419,237 (excluding GST). The financial contributions are $83,677 (excluding GST) or 20% of the cost of sealing. To reach the 30% level required by the policy the financial contributions would need to be $125,771 (excluding GST) therefore, there is a shortfall of $42,094 (excluding GST).

Over the past few years property owners along Barkers Road have regularly requested the Council to seal the road because the dust from the roads has a very negative impact on their quality of life and the road surface is often rough. The Council has agreed to fund the 70% cost of the sealing as required by the policy on the condition the property owners pay the balance of $42,094 plus GST. This amounts to $1,793 (including GST) per property.

The Councils 70% share of the sealing is included in the Councils Long Term Plan in the 2017/18 year.

The Council has sought feedback from the Barkers Road property owners on their willingness to pay this share and on their preferred method of payment with the options being by lump sum payment or through a targeted rate. The majority of the property owners agreed to pay their share and a number of property owners preferred to pay through a targeted rate.

It is on the basis of this feedback that this proposal is being put forward in order to formalise the targeted rate.

The lump sum payment option will be $1,793.00 (including GST) per property and payable by 30 September 2017.

The targeted rate option will be $232.19 per year (including GST) for a period of 10 years per property. This amount includes interest on the loan the Council will need to take out to fund the work. The targeted rate will apply from 1 July 2018 and will end on 30 June 2029.
Copies of the Proposal

Copies of the Statement of Proposal for the proposed targeted rate can be picked up or viewed at any Council Service Centre or Library during ordinary office hours, or downloaded from the Council's website: waimakariri.govt.nz, during the consultation period.

Submissions

Submissions on this proposal can be made to the Council between 7 July 2017 and 7 August 2017. Please include a name and address. Anonymous feedback will be considered at the Council’s discretion.

The submissions will be heard by a Council Hearing Panel on 22 August 2017 at 6:30pm at the Council building in Rangiora. Please state if you wish to speak to your submission at the Hearing. Submissions on this proposal can be made either:

Email: office@wmk.govt.nz

Post: Barkers Road Submissions
Freepost 1667
Waimakariri District Council
Private Bag 1005
Rangiora

Hand deliver: The Council building at 215 High Street, Rangiora or any Library branch or Service Centre.

For more Information:

Contact:
Ken Stevenson – Roading Manager
03 311 8947 / 03 327 6834 (toll free)

Email: ken.stevenson@wmk.govt.nz
Statement of Proposal

Statement of Proposal for a Targeted Rate for Barkers Road (Loburn) property owners for their contribution for sealing Barkers Road adjacent to their properties

Introduction

This Statement of Proposal is prepared to formalise the funding arrangement for the sealing of Barkers Road as shown on the attached Draft Rating Policy map and is made under Section 83 of the Local Government Act 2002.

The documents relating to this proposal are attached to this Statement of Proposal. Copies of the Statement of Proposal are also available on the Council's website at waimakariri.govt.nz and at all Council Service Centres and Libraries during the consultation period which runs from 7 July 2017 to 7 August 2017.

Nature of Proposal

The Council proposes to introduce a Targeted Rate for inclusion in the 2018/19 Draft Annual Plan under Sections 16-18 of the Local Government (Rating) Act 2002 to fund the property owners' share of the cost of sealing the sections of Barkers Road as shown on the attached map.

The Targeted Rate will be a fixed amount on each rating unit situated within the Barkers Road Rating Area, illustrated on the attached map, where a lump sum contribution was not received prior to 30 September 2017.

The proposed rate will take effect from 1 July 2018 for a period of 10 years, ending on 30 June 2029.

The amount of the targeted rate will be $232.19 per year (including GST). This amount includes interest on the loan the Council will need to take out to fund the work.

Property owners will have the option of paying a one-off lump sum of $1,793.00 (including GST) by 30 September 2017, instead of having a targeted rate applied to their property.

Any future subdivisions within the new rating area will be required to contribute towards the outstanding balance of the rating area account.

As part of this targeted rate process the Council invites the affected property owners and members of the public to comment on the proposal.

Reason for this Proposal

Background

In recent years a number of subdivisions were developed on Barkers Road. As Barkers Road is an unsealed road, the developers of these subdivisions were required to and have paid financial contributions to the Council for their share of sealing Barkers Road. The contributions paid were based on the impact the additional traffic that would be generated from the developments would have on Barkers Road.

Since that time the Council has received complaints from people who have built houses on Barkers Road about the dust from the road and the road condition.
In August 2016 Barkers Road property owners presented a petition to the Council requesting Barkers Road be sealed. Council staff then worked with the petition organisers to work out a way of getting the road sealed under existing Council policies. This included an option of the property owners contributing to the cost of the sealing.

**Council Policy for Sealing Unsealed Roads**

The Council policy for sealing unsealed roads using financial contributions states that “The Council will seal all rural unsealed roads when financial contributions from subdivisions to at least 30% of the cost of sealing the road are available.”

The cost of sealing the sections of Barkers Road as shown on the attached map is $419,237 (excluding GST). Financial contributions would need to be at least $125,771 (excluding GST) in order for the sealing to take place.

**Barkers Road Financial Contributions**

The current financial contributions for sealing the sections of Barkers Road as shown on the attached map are $83,677 (excluding GST) therefore there is a shortfall of $42,094 (excluding GST).

**Council Decisions and Long Term Plan Provisions**

In November 2016 the Utilities and Roading Committee approved the sealing of Barkers Road between Swamp Road and 530 / 534 / 538 Barkers Road under the Seal Extension Policy subject to the adjoining property owners agreeing to pay the difference between the current financial contributions and the amount required to reach 30% of the cost of the sealing.

In March 2017 the Council approved the commencement of a Special Consultative Procedure for a targeted rate for the sealing of Barkers Road between Swamp Road and 530 / 534 / 538 Barkers Road. The Council also approved a price of $419,237 from Sicon Ltd for the sealing work, subject to the outcome of the Special Consultative Procedure.

Accepting the price from Sicon Ltd gives certainty on the amount to be paid by the property owners.

There is funding available in the Roading Subdivision Contribution Budget in the 2017/18 year for the Council’s share of the sealing.

**Barkers Road Consultation**

As noted above the Barkers Road property owners presented a petition to the Council in August 2016 requesting Barkers Road be sealed. Council staff then worked with the petition organisers to look at how the road might get sealed.

On 2 November 2016 Barkers Road property owners were invited to a meeting at the Loburn School Hall to discuss options for sealing the road. This included the option of the Barkers Road residents contributing to the cost. The majority of those at the meeting agreed with the option of paying a contribution to get the road sealed.

However, in order to obtain all property owners views it was agreed that the Council would write to all property owners seeking feedback on their willingness to pay and their preferred payment method.

This was carried out between November 2016 and February 2017 and of the 26 properties written to 22 returned a completed feedback form. 20 of the 22 agreed to pay and of those 7 preferred a targeted rate.

It is on the basis of this feedback that this proposal is being put forward in order to formalise the targeted rate.
Options Available to the Council

The following options are available to the Council

1. Put in place a targeted rate as per this proposal.

   This option meets the wishes of the property owners who are willing to pay a share of the sealing but prefer the targeted rate to make it affordable to them. This option would require all property owners within the Proposed Target Rate Area to contribute to the cost, including those who are opposed. This is likely to be the only option that would guarantee the road being sealed.

2. Do not put in place a targeted rate and request the property owners pay their share by lump sum

   This option would most likely result in the road not being sealed as some property owners are unable to afford the lump sum or are not willing to pay the lump sum. If the road is not sealed the property owners will continue to be negatively impacted by the dust and road condition.

3. Do not seal the roads now and wait for more development to take place

   The Council has already agreed to seal the roads on the condition the property owners pay their share and so this option would not be consistent with Council decisions.

Community Outcomes

The sealing of Barkers Road will contribute to the following community outcomes:

There is a safe environment for all
- Crime, Injury and road accidents are minimised.
- Harm to people from natural and man-made hazards is minimised and our district has the capacity and resilience to respond to natural disasters.

Transport is accessible, convenient, reliable, affordable and sustainable
- The standard of our District’s roads is keeping pace with increasing traffic numbers.

Related Documents

The following documents are attached to this Statement of Proposal and form part of the Statement of Proposal:

- Summary of Information
- Draft Rating Policy map

Ken Stevenson
Roading Manager
1. **SUMMARY**

1.1. The purpose of this report is to inform the Council on the transfer of Rural Fire functions to the newly established government organisation, Fire Emergency New Zealand (FENZ).

1.2. Although there are still a number of actions required to complete the transfer, the new entity FENZ took control and responsibility of the Rural Fire functions from 1 July 2017.

2. **RECOMMENDATION**

THAT the Council:

(a) **Receives** report No 170619062744

(b) **Acknowledges** that any Rural fire assets are transferred to Fire Emergency New Zealand (FENZ) for Rural Fire functions and responsibilities as legislated under the Fire Emergency New Zealand Act 2017;

(c) **Notes** the principles established for the transfer of assets to FENZ. That is, the transfer of assets to FENZ is on the basis that FENZ will assume responsibility for any debt outstanding and any future maintenance associated with the assets;

(d) **Acknowledges** the Waimakariri District Principal Rural Fire Officer, Tim Sheppard, the Volunteer Rural Fire Forces and Volunteers for their dedicated service and efforts with the Rural Fire functions;

(e) **Circulates** this reports to the Community Boards for information.

3. **ISSUES AND OPTIONS**

**Establishment of a single Fire services organisation.**

3.1. The Fire and Emergency New Zealand Bill repeals the two Acts governing fire services, the Fire Service Act 1975 and the Forest and Rural Fires Act 1977, to give effect to a single, unified fire services organisation for New Zealand. The two Government entities the New Zealand Fire Service (NZFS) and National Rural Fire Authority (NRFA) will be combined. This will also mean that the four fire authorities across the Waimakariri District will also effectively be merged into the one entity called Fire Emergency New Zealand (FENZ). The four areas of responsibilities in this district being merged are:

- The New Zealand Fire Service (NZFS), which has responsibility for fires within the Urban Fire Districts;
- The Ashley Rural Fire Committee, which has responsibility for fires within the Ashley Rural Fire District (gazetted area but mainly forest areas managed by Rayonier and owned by Matariki Forests);
- The Department of Conservation, responsible for fires within Department Of Conservation estate plus a one kilometre fire safety margin; and
- The Waimakariri Rural Fire Authority (WDC), responsible for fires within the remaining territorial area administered by WDC.
3.2. In total the merger will consist of 1,400 people from the New Zealand Fire Service, the National Rural Fire Authority, 12 enlarged rural fire districts and Council Controlled Organisations, 26 territorial authority rural fire authorities and Department of Conservation rural fire functions into one entity, FENZ.

3.3. The current WDC Rural Fire Authority (through the Council) maintains three Voluntary Rural Fire Forces (VRFF) across the district. The three areas are:

- Waikuku Beach VRFF: Crew of 16 volunteers. Two rural fire officers (RFO);
- Pines/Kairaki Beach VRFF: Crew of 16 volunteers. Two RFOs;
- Swannanoa VRFF: Crew of 23 volunteers. Two RFOs.

The value of a single fire and emergency service

3.4. A number of improvements were identified by the fire services sector and wider community in the 2015 Fire Services Review. These include:

- Greater co-ordination within and between fire services, and more consistent leadership at operational and management levels.
- Greater consistency of investment decisions, based on the risk in an area, rather than who delivers the service.
- A more cohesive culture across urban and rural areas and also among volunteer and paid firefighters.
- Formalising the relationship between FENZ and volunteers, but with continued local leadership to better engage and retain volunteers, and support and recognise their work.
- A reliable funding mechanism (the fire levy) to fund both urban and rural fire services. This will remove the complicated and inconsistent funding arrangements for rural fire services.
- Firefighters being given the legal mandate to respond to non-fire matters such as vehicle crashes, hazardous substance incidents and emergencies, which now make up nearly half their workload.

Staff and Volunteers

3.5. Territorial Authority (TA) employees working partly on fire duties, were invited to submit an ‘Expression of Interest’ (EoI) for vacancies in their district. The Council (WDC TA) had 0.5 FTE employed on rural fire. Any cessation and transfer costs are met by FENZ.

3.6. Volunteers of urban and rural volunteers will become Fire and Emergency New Zealand personnel on 1 July and of the Volunteers have all been provided with a Volunteer Agreement. Volunteers will continue to maintain the same relationship they currently have with rural fire force and/or Council.

3.7. The Volunteer Fire Forces that have maintained separate Trust accounts are also able to retain these funds and any equipment owned by Trust.

Council assets

3.8. The Fire Emergency New Zealand Act 2017, section 17 governs the transfer or use arrangements for response assets.

3.9. Effectively all the Council assets that are associated with the functions and responsibilities for Rural Fire are made available or transferred to FENZ from 1 July. FENZ need to have access to the operational response assets of rural fire to operate effectively from 1 July 2017.

3.10. Rural Fire assets to be transferred, have been worked through with FENZ staff. WDC assets are fairly straightforward to transfer, as they are easily separable to other Council and community operations. That is, most assets are sole purpose and use for rural fire and are not jointly owned, leased or used by other entities. The following is the principles are being used for transfer of the assets:

- Fire Force/Trusts that have built up assets through fundraising and community donations or have entered into financial or other non-financial arrangements. These assets should continue to be used in the community/region that brought or fundraised for them using the philosophy that the assets obtained for a community should be retained by the community;
• All Council owned Rural Fire assets that are mobile are to transfer prior or on 1 July at nil value, on the basis that the assets, function, and any loan liability and on-going maintenance is taken over by FENZ;
• All land & buildings and non-mobile, will be available for use on the same basis until formal leases and transfers are able to be determined. This primarily relates to the rural fire buildings located at Pines and Waikuku. The lease agreement for Swannanoa would be transferred through agreement;
• If an asset is transferred to FENZ, FENZ will assume responsibility for debt associated with the asset.
• When FENZ begins using an asset, FENZ becomes responsible for maintaining and insuring the asset. Given the Council insurances will commence from 30 June, the Council has insured these assets for continuity and will recover the insurance cost and any operating costs.

Local Advisory committees
3.11. Section 14 of the Fire and Emergency Act 2017, proposes that Local Advisory Committees provide local advice to Fire and Emergency New Zealand (FENZ). They will provide advice to FENZ on local issues and planning.

3.12. The main purpose of each Local Advisory Committee is to provide a strong local influence and advice to Fire and Emergency New Zealand about their community’s fire and emergency risks and needs. The Fire and Emergency New Zealand Bill spells out the functions of the Local Advisory Committees –

• to undertake efficient and effective local engagement for the Board;
• to provide local advice to Fire and Emergency New Zealand on the national strategy, local issues, and local planning;
• to consider and promote the interests of the local area’s Fire and Emergency New Zealand volunteers;
• to consider the interests of the industry fire brigades operating in the local area; and
• to provide regular advice on Fire and Emergency New Zealand’s progress in relation to its local planning.

3.13. The Fire and Emergency New Zealand Bill requires the Board to publicly consult on proposed boundaries for local committees, and consultation will start once Fire and Emergency New Zealand is legally established on 1 July 2017. Only after that can Local Advisory Committees be established and members appointed.

3.14. It is expected there will be between 12 and 16 Local Advisory Committees throughout new Zealand will be established, although no decisions have been made yet. Local Advisory Committees will have no governance, management, or operational control over any brigade/Voluntary Rural Fire Force; person; resource; or budget in the ‘locality’.

3.15. The committees have an advisory function only – they will not be a governance or management committee, nor will they make operational decisions for Fire and Emergency New Zealand.

3.16. Appointments to local committees will be made by the Board of FENZ. Local Advisory Committees are a group of people who can represent stakeholders’ interests and views. They are not a group of representatives from agencies. It is likely that Council will be requested to appoint a member.

Regions
3.17. New Zealand Rural Fire staff and response is structured over five regions (three in the North Island, two in the South Island). Each Region has a Regional Manager that will work alongside the Urban Fire Region Managers and report to the National Manager Rural (Kevin O’Connor). North Canterbury sits within Region 4. North Canterbury will have a Principal Rural Fire (PRFO) officer that effectively covers the area of the Waimakariri and Hurunui districts. Each district has an Assistant Principal Rural Fire Officer (APRFO) for Waimakariri and Hurunui. The current three Volunteer Rural Fire Forces will report to the APRFO through to the PRFO. The five regional PFRO have been appointed. Richard McNamara has been appointed to the Regional Manager Rural, Region 4.
3.18. Region 4 is the largest Fire Service Region in the country. It’s also one of the most geographically diverse. We have nine metropolitan stations and 95 volunteer stations across the region.

The population is as diverse as the geography. The Region includes one of New Zealand’s largest cities and some of the country’s smallest and most remote communities.

3.19. Regions

<table>
<thead>
<tr>
<th>REGION</th>
<th>ADDRESS</th>
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<tbody>
<tr>
<td>Region 1</td>
<td>Region Headquarters 2 Poynton Terrace Newton AUCKLAND 1010</td>
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<tr>
<td>1.1 Muri Whenua</td>
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<td>1.2 Whangarei-Kaipara</td>
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<td>1.3 Waitemata</td>
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<td>1.4 Auckland City</td>
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<td>1.5 Counties- Manukau</td>
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<tr>
<td>Region 2</td>
<td>Region Headquarters 143 Durham Street TAURANGA 3140</td>
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<td>2.6 Waikato</td>
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<tr>
<td>2.7 Eastern Waikato</td>
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<td>2.8 Bay of Plenty Coast</td>
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<td>2.9 Central Lakes</td>
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<td>2.10 Tairawhiti</td>
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<tr>
<td>Region 3</td>
<td>Region Headquarters Level 2, 2-38 Oriental Parade WELLINGTON 6140</td>
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<tr>
<td>3.11 Hawkes Bay</td>
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<td>3.12 Taranaki</td>
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<td>3.13 Whanganui</td>
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<td>3.14 Manawatu</td>
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<td>3.15 Hutt-Wairarapa</td>
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<td>3.16 Wellington</td>
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<tr>
<td>Region 4</td>
<td>Region Headquarters 91 Chester Street East CHRISTCHURCH 8141</td>
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<tr>
<td>4.17 Tasman Marlborough</td>
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<tr>
<td>4.18 West Coast</td>
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<td>4.19 North Canterbury</td>
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<td>4.21 Christchurch Metro</td>
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<td>4.22 South Canterbury</td>
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<td>Region 5</td>
<td>Region Headquarters</td>
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<tr>
<td>5.23 Central-North Otago</td>
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</table>
Swannanoa fire station

3.20. The building of a Swannanoa fire station was placed on hold in a joint understanding between FENZ, the Swannanoa Management Group (Swannanoa Fire Force).

3.21. Council had set aside funding in 2016/17 to investigate, and design a fire station. The feasibility study had been undertaken with a preliminary design developed. FENZ were approached to support the feasibility study and progress the project, however FENZ has stated although they see merit in a station, they are working through a number of fire station builds throughout the country and they are developing standard designs and builds for efficiency and cost. Sometime in the future FENZ will likely approach the Council to understand whether there is land available to locate or co-locate a fire station.

3.22. The Management Team/CE has reviewed this report and supports the recommendations.

4. COMMUNITY VIEWS

4.1. The FENZ transition project group have provided communication to stakeholders associated with fire services. FENZ have a transitional project website with details of the transitional arrangements, with regular updates on progress.

4.2. The introduction of FENZ was consulted within the Council’s draft 2017/18 Annual Plan.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. Rural Fire is currently primarily a rate funded activity, with subsidy funding being received from the NRFA and recoveries made for fires from land owners, where possible. The cost in 2016/17 is $265,000. The charge on rates is a rate on the dollar value of a property. For the average urban ratepayer this was about $2 per annum. For rural properties will be higher as it is based on the value of the property. From 1 July 2017, with the repeal of the Forest and Rural Fires Act, councils will no longer have responsibility for fire control or the power to collect funding for rural fire

5.2. From 1 July 2017, Fire and Emergency New Zealand will have one main source of funding – the levy – with a small amount of revenue from the Crown and other sources. The Government has approved extra funding of $303 million over four years from 2016/17 to create Fire and Emergency New Zealand and strengthen existing capabilities. This figure consists of up to $112 million for the transition, and up to $191 million to primarily provide extra support to volunteer firefighters and to address underinvestment in rural fire services. Budgets for 2018/19 have yet to be developed.

5.3. The total Book Value of assets as at 30 June to be transferred to FENZ is $1,623,230. The asset will be made available from 1 July, however the ownership and formal lease arrangement will be provided for over the next two years, as FENZ works through arrangements with each of the rural fire authorities.

5.4. The Council has outstanding loans attached to plant and vehicles amounting to $201,465, including the contribution of $80,000 towards the new Rangiora Fire Station.

5.5. Key Council assets

- Waikuku Beach VRFF: One Hino rural appliance. One Mitsubishi rural tanker. One Hi Lux smoke chaser.
- Pines/Kairaki Beach VRFF: One Isuzu tanker. One medium initial attack Mitsubishi. One Hi Lux smoke chaser.
- Swannanoa VRFF: One Hino rural tanker. One urban medium appliance. One Hi Lux smoke chaser.
- The land & buildings associated with the Pines and Waikuku Rural fire stations. The lease of a building at Swannanoa will be transferred by agreement.

Other mobile equipment and inventory such as tools & equipment, hoses, fighting gear transfers.
6. **CONTEXT**

6.1. **Policy**

This matter is not a matter of significance in terms of the Council's Significance Policy.

6.2. **Legislation**

- Fire and Emergency New Zealand Bill 2016
- Fire and Emergency New Zealand Act 2017
- Forest and Rural Fires Regulations 2005
- Local Government Act 2002

6.3. **Community Outcomes**

6.3.1. The outcomes from the merger will contribute towards community outcomes through a safer and greener community for residents.

Jeff Millward
Manager Finance & Business Support
WHAT'S CHANGING AND WHAT'S NOT

Fire and Emergency New Zealand (FENZ) will amalgamate the fire functions of urban and rural fire services into a new single fire service for New Zealand from 1 July 2017.

On Day One of FENZ, most things will stay the same, although there are likely to be some interim arrangements.

The driver for change (the FENZ Bill) is still before Parliament, and changes may occur before its expected passage into law next year.

This hand out notes the current thinking based on the proposed Bill. Please remember there's still a lot of detail to be determined prior to 1 July and you'll be kept informed of developments many of you will be involved as we go along.

More information about what Day One will look like is available in the Day One Blueprint at www.fenzproject.co.nz.

If you have any questions not answered here or in the Frequently Asked Questions on the FENZ website, you can talk to your leader or ask the FENZ Transition Project team at myvoice@fenzproject.co.nz.

PEOPLE

ON 1 JULY 2017 THIS WILL BE THE SAME

Personnel will continue to be members of existing stations, volunteer fire brigades, or Volunteer Rural Fire Forces (VRFFs).

Local leadership roles will continue, in brigades, VRFFs, and stations.

Rank structures will continue.

Social club, honour systems will continue.

Current workforce (paid or volunteer) retains existing entitlements including superannuation.

Current gradelists provisions for the exiting NZFS workforces will continue.

Relationships with unions and associations will continue.

ALL PERSONNEL (PAID, VOLUNTEERS, URBAN AND RURAL) Will BECOME PART OF FENZ

Personnel will receive clear guidance on the functions and powers they are authorised to perform or that have been delegated to them by FENZ.

FENZ will be able to issue infringement notices (but not everyone will be authorised).

OPERATIONS

ON 1 JULY 2017 THIS WILL BE THE SAME

First response and operational zones will remain the same on Day One, but over time may be reassessed.

Emergency call taking and resource dispatch through ComCen continues.

A clear command and control structure will be in place.

Brigades and VRFFs continue to respond to the same kinds of incidents they are equipped and trained for now.

Assistance from agencies, industry, brigades, and contractors continues.

The issuing of fire permits continues.

AND THIS WILL BE DIFFERENT ON 1 JULY 2017

FENZ will have a new mandate for some non-fire incidents, such as hazardous substances.

Responders will have mandate on who is lead at multi-agency non-fire incidents.

Operational agreements with agencies (e.g. DOC, NZDF) and contractors will be in place.

Firefighters will have immunity when carrying out (in good faith) the broader functions of FENZ (e.g. including non-fire activities).
1. SUMMARY

1.1. The purpose of this report is to advise the Council of the end of year Discretionary Fund balances of the Oxford-Ohoka, Rangiora-Ashley and Woodend Sefton Community Boards and for the Council to formally approve the carry forward of these amounts to the respective 2017/18 Board Discretionary Fund as part of the 2017/18 Annual Plan process.

2. RECOMMENDATION

THAT the Council:

(a) Receives report No. 170620062842.

(b) Approves the carryovers of:

- $633.25 for the Oxford-Ohoka Community Board
- $3054.04 for the Rangiora-Ashley Community Board and
- $200.00 for Woodend-Sefton Community Board

(c) Notes sufficient funding exists from the 2017/18 financial year without causing an increase in rates.

3. ISSUES AND OPTIONS

3.1. The four Community Boards were established as a consequence of the Representation Review and formally instituted at the local body elections in 2016.

3.2. The Community Boards have delegated authority from the Council for a range of matters including the allocation of funds for General Landscaping and Discretionary Grants.

3.3. Arrangements were made to ensure that any unspent balances of the Boards’ General Landscaping Budgets were carried forward and these amounts were presented to the Council for formal approval at its meeting of 30/31 May 2017.

3.4. The Discretionary Fund balances were not included and this report seeks to carry over the unallocated portion to the 2017/18 financial year.

3.5. The unspent balances for approval to carry forward to 2017/2018 for three of the boards are as follows:

<table>
<thead>
<tr>
<th>Community Board</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oxford-Ohoka</td>
<td>$633.25</td>
</tr>
<tr>
<td>Rangiora-Ashley</td>
<td>$3054.04</td>
</tr>
<tr>
<td>Woodend Sefton</td>
<td>$220.00</td>
</tr>
</tbody>
</table>

3.6. The Management Team/CE has reviewed this report and supports the recommendations.
4. COMMUNITY VIEWS
   4.1. Community organisations applying for the Boards’ Discretionary Grant are seeking to assist a wide range of people and sectors of the community.

5. FINANCIAL IMPLICATIONS AND RISKS
   5.1. The unspent grant budget provisions have already been funded by rates collected in the 2016/17 financial year. The unspent funding exists in the opening balance for the 2017/18 financial year. Any surplus funds would normally be considered in the following year’s budget provision.

   5.2. Discretionary grants are subject to a number of applications received from community groups during the year. The uptake of grant funding can vary from one year to the next. The option to carry the funds over to 2017/18 will have the effect of increasing the grant budget for the year and will help a larger number of community projects should a greater number of applications eventuate.

6. CONTEXT
   6.1. Policy
       This matter is not a matter of significance in terms of the Council’s Significance Policy.
   6.2. Legislation
       N/A
   6.3. Community Outcomes
       6.3.1 People are friendly and caring, creating a strong sense of community in our District.
       6.3.2 There are a wide ranging opportunities for people of different ages to participate in community and recreational activities.

Edwina Cordwell
Governance Adviser
1. **SUMMARY**

1.1. The purpose of this report is to seek Council approval of a draft submission to the Regional Transport Committee to vary the Regional Land Transport Plan to allow a third lane south on the Waimakariri Bridge as part of the Christchurch Northern Motorway extension (TRIM).

1.2. The Canterbury Regional Transport Committee has resolved to notify for public submissions a proposal of the New Zealand Transport Agency (NZTA) to build a third south-bound lane on the Waimakariri Bridge,

1.3. NZTA has proposed a third south-bound lane on the Waimakariri Bridge as a response to morning peak congestion and reliability issues, and cycle safety on the northern approach to Christchurch. NZTA is now seeking agreement from the Canterbury Regional Transport Committee to vary the Regional Land Transport Plan to include the proposed improvement to the Waimakariri Bridge.

1.4. The estimated cost of this proposal is $20 million, provided the south-bound lane is constructed at the same time as the Northern Arterial project currently under construction. If the south-bound lane is constructed at a later date, the cost is estimated to be $34 million, due to plant and machinery needing to be brought back for a second time.

1.5. The proposal is a multi-modal solution that is intended to improve travel time reliability and safety, and provide travel choices for higher occupancy vehicle use, public transport and cycling. Greater Christchurch partnerships supports the proposal subject to the inclusion of a separated cycle way, and a high occupancy vehicle lane between Tram Road and Queen Elizabeth 11 (QE 2) Drive.

1.6. Consultation is required to vary the Regional Land Transport Plan that is significant when assessed against the plan’s Significance Policy.

1.7. Submissions opened on 13 June 2017 and close on 13 July 2017. A hearings panel will report back to the Regional Land Transport Committee on 25 August 2017.

1.8. The draft Council submission makes the following points:

- The window of opportunity to construct the third south-bound lane on the Waimakariri motorway bridge now exists so that the current construction programme of the
Northern Arterial Road can be cost-effectively integrated, and not necessitate further disruption at a later stage;

- Current and prospective congestion, when single vehicle occupancy commuting from the Waimakariri District is 84%, needs to be considered as part of a comprehensive package of High Occupancy Vehicle/Public Transport lane service development and related demanded management measures that this Council fully supports;

- While NZTA has done design work on how a third lane south could be included and how an high occupancy vehicle/public transport lane approach could be implemented to indicate it is feasible, this Council acknowledges there are aspects of this to be detailed and only broad support from partners and an agreement to work together to implement an integrated package of improvements is required at this stage;

- A third south-bound lane as part of a comprehensive approach provides the opportunity to increasingly focus public transport across the old Main North Road bridge, with service time and reliability benefits, and it could cost-effectively be accompanied by a long sought after cycleway connection across the river;

- It is important to acknowledge Christchurch City Council (CCC) concerns re downstream effects and be aligned with a comprehensive approach that mitigate these that involve commuter behaviour change which is consistent with actions to address congestion so far taken and supported by WDC;

- Arguments that a “choke point” would be a good idea to maintain, and not construct a third south-bound lane, are fundamentally flawed. Intensification in or close the Christchurch CDB cater for a different housing market to that provided in a small town environment.

Attachments:

i. Draft submission to the Regional Land Transport Committee (TRIM170620063194);

2. **RECOMMENDATION**

   **THAT** the Council:

   (a) **Receives** report no. 170620063196

   (b) **Approves** the attached submission to the Regional Land Transport Committee (TRIM 170620063194);

   (c) **Approves** the distribution of the submission to Community Boards for their information.

3. **ISSUES AND OPTIONS**

   3.1 The issue of congestion on the northern access into Christchurch has been a problem for some time, particularly during the morning peak period.

   3.2 NZTA has been working on the construction of the Western Belfast Bypass (WBB) and that is due for completion in early 2018. Late last year NZTA commenced work on the Christchurch Northern Arterial (CNA) to extend the motorway to QE 2 Drive and to link to Cranford Street. This project is due for completion in 2019/20. These projects will relieve the congestion and provide significant benefits to the District.
3.3 Following severe congestion on the motorway in early 2014 a number of short term measures were put in place and that included WDC employing a Journey Planner and providing funding for the new bus priority lanes at Chaneys in Christchurch City.

3.4 Over the past year NZTA has been working on a number of business cases for improvements to the state highways around Christchurch. Council staff and elected members have been involved in the State Highway 1 and 71 from the Ashley River to Belfast Business Case, and this work has considered options for addressing the morning peak unreliable journey time problem on the motorway.

4. **COMMUNITY VIEWS**

4.1 The Papanui/Innes Community Board of the Christchurch City Council is opposed to a third south-bound lane on the Christchurch Motorway extension.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1 NZTA have identified that constructing a third south-bound lane as part of the Northern Arterial Road construction would save $14 million.

6. **CONTEXT**

6.1 **Policy**

This is not a matter of significance in terms of the Council’s Significance Policy.

6.2 **Community Outcomes**

Communities in our District are well linked with each other, and Christchurch is readily accessible by a range of transport modes.

Geoff Meadows, Policy Manager
Submission to the Canterbury Regional Transport Committee

On the proposal to vary the Regional Land Transport Plan to allow a third lane south on the Waimakariri Bridge as part of the Christchurch Northern Motorway extension

Submission by

Waimakariri District Council

July 2017

Person for Contact: Geoff Meadows (Policy Manager)
Contact details

Name:
Mr Geoff Meadows

Postal address:
Private Bag 1005, Rangiora 7440

Phone number:
03 311 8900

Email address:
geoff.meadows@wmk.govt.nz

Are you submitting on behalf of an organisation? Yes [X] No [ ]

If yes, which organisation are you submitting on behalf of?
Waimakariri District Council
1 Introduction

Thank you for the opportunity to comment on the proposed additional third lane south over the Waimakariri River as part of the Christchurch Northern Motorway extension.

The Waimakariri District Context

The Waimakariri District lies to the north of the Waimakariri River in North Canterbury and extends from Pegasus Bay in the east to the Puketeraki Range in the west. It is bounded to the north by the Hurunui District.

The major urban areas are Rangiora and Kaiapoi. There are other urban settlements including Woodend/Pegasus and Oxford, as well as a number of village and beach settlements.

The District had a population of 49,989 as at the March 2013 census, and an estimated 57,800 as at 30 June 2016. The District has experienced a rapidly growing population that is projected to continue to increase in the short to medium term.

The proposal by the New Zealand Transport Agency (NZTA) to construct a third south-bound lane on the Waimakariri Bridge is fully supported by this Council (WDC), and so the variation to the Regional Land Transport Plan is likewise fully supported.

Key points of note are:

- The window of opportunity to construct the third south-bound lane on the Waimakariri motorway bridge now exists so that the current construction programme of the Northern Arterial Road can be cost-effectively integrated, and not necessitate further disruption at a later stage;

- Current and prospective congestion, when single vehicle occupancy commuting from the Waimakariri District is 84%, needs to be considered as part of a comprehensive package of High Occupancy Vehicle/Public Transport lane service development and related demanded management measures that this Council fully supports;

- While NZTA has done design work on how a third lane south could be included and how an high occupancy vehicle/public transport lane approach could be implemented to indicate it is feasible, this Council acknowledges there are aspects of this to be detailed and only broad support from partners and an agreement to work together to implement an integrated package of improvements is required at this stage;

- A third south-bound lane as part of a comprehensive approach provides the opportunity to increasingly focus public transport across the old Main North Road bridge, with service time and reliability benefits, and it could cost-effectively be accompanied by a long sought after cycleway connection across the river;

- It is important to acknowledge Christchurch City Council (CCC) concerns re downstream effects and be aligned with a comprehensive approach that mitigate these that involve commuter behaviour change which is consistent with actions to address congestion so far taken and supported by WDC;

- Arguments that a “choke point” would be a good idea to maintain, and not construct a third south-bound lane, are fundamentally flawed. Intensification in or close the Christchurch CDB cater for a different housing market to that provided in small town environments.
The addition of a third south-bound lane on the bridge is consistent with a long standing agreement between all of the Greater Christchurch area, including NZTA, Christchurch City Council and Selwyn District Council. This commenced with the Urban Development Strategy, and was followed by the Land Use Recovery Plan, Regional Policy Statement, and most recently the Urban Development Strategy review. This has allowed Waimakariri District to develop greenfield areas in a manner that has been consistently agreed by the regional partners. The south-bound lane over the bridge is a key piece of infrastructure that allows for the development of areas already committed to by all parties.

2 Background

The issue of congestion on the northern access into Christchurch has been a problem for some time, particularly during the morning peak period.

It is noted that NZTA has been working on the construction of the Western Belfast Bypass (WBB) and that is due for completion in early 2018. Late last year NZTA commenced work on the Christchurch Northern Arterial (CNA) to extend the motorway to QE 2 Drive and to link to Cranford Street. This project is due for completion in 2019/20. These projects will relieve the congestion and provide significant benefits to the district.

It is also noted that following severe congestion on the motorway in early 2014 a number of short term measures were put in place and that included the WDC employing a Journey Planner and providing funding for the new bus priority lanes at Chaney’s in Christchurch City.

Over the past year NZTA has been working on a number of business cases for improvements to the state highways around Christchurch. Council staff and elected members have been involved in the State Highway 1 and 71 from the Ashley River to Belfast Business Case, and this work has considered options for addressing the morning peak unreliable journey time problem on the motorway.

3 Specific comments on the proposal

a) Third Southbound Lane

It is noted that the CNA project so far includes the addition of a third lane for north-bound traffic on the Waimakariri River Bridge, but not a third south-bound lane. The extra lane was required for north-bound traffic because there will be two lanes from the CNA and two lanes from the WBB, ie four lanes, joining ultimately into two lanes on the existing northern motorway. It is noted that to do this safety the four lanes need to go to three lanes, and then to two lanes, and the length of three lanes required takes it beyond the bridge, and so the design took the three lanes to Tram Road.

It is noted that the third south-bound lane was not originally included in the CNA project because the new arterial joins to the existing motorway well to the south of the bridge. Also from a road capacity perspective the extra lane may not be required until later, although recent modelling suggests the bridge is at capacity during the morning peak now. There was also a concern expressed that if the extra capacity was provided too early, it may induce extra traffic demand and put pressure on the Christchurch City Council (CCC) road network downstream and in particular on Cranford Street.

The recent suggestion about constructing the third south-bound lane at the same time as the north-bound lane is a sensible cost efficiency measure. This is something this Council has been
suggesting for some time. By constructing both extra lanes now, as well as a cycle lane, then significant cost savings could be made when compared with constructing one of the lanes as a separate project at a later date.

It is understood that the cost today would be of the order of $20M but if constructed in 5 years’ time, when NZTA officials have indicated bridge congestion would be at unacceptable levels following opening of both the Western Belfast Bypass and the Northern Arterial, it would rise to $34M.

So from a pure construction efficiency point of view it makes good sense to build the extra lane now along with the cycle lane.

This Council is conscious of the impacts across the Greater Christchurch area of these sorts of decisions, and respects the CCC view that there may be downstream effects that need to be managed if induced demand does in fact happen.

There is an accepted view that just adding extra road capacity will generate more traffic and require more capacity to be built. All cities are grappling with that issue, and the response would be at least a combination of timely capacity improvements and demand management. For example in Auckland there is a large investment in road improvements as well as public transport.

In the case of the Northern Motorway a lot of extra road capacity is already being added by the WBB and the CAN, and the addition of a relatively short length of lane across the bridge is unlikely to induce huge amounts of additional traffic over and above what will be induced by the road upgrades already committed. However modelling suggests that there could be some induced demand from the extra lane.

If the third south-bound lane is not built as part of the CNA project and congestion at the merge onto the bridge occurs, then this is likely to result in undesirable travel behaviour. For example if there are delays on the Motorway, some Tram Road traffic may choose to use Main North Road, and as this is a preferred bus route, it may cause delays to the buses and so discourage people from using public transport.

The State Highway 1 and 71 from the Ashley River to Belfast Business Case work has considered this wider context.

In relation to the travel time reliability (congestion) problem the recommended programme is a balance of behavioural change activities, public transport capacity, quality improvements (including additional park-and-ride and dedicated bus lanes), and smart motorway technology. The programme includes the additional southbound lane over the Waimakariri River incorporating high occupancy vehicle lanes. This will provide incentives for people to change their behaviour.

The context to the problem is that there is a high number (84%) of single occupant vehicles using the motorway during the morning peak period. It is generally agreed that this is not sustainable into the future and steps need to be taken to reduce this number if there is going to be reliable travel time into Christchurch.

b) Planning and Infrastructure Background.

Since 2004 Waimakariri District Council has been working collaboratively with Christchurch City, Selwyn District, the regional Council and NZTA on an agreed and coordinated approach to the development of the Greater Christchurch area. This was initially through the Urban Development Strategy in 2007 then the Land Use Recovery Plan, Regional Policy Statement, and most recently the Urban Development Strategy review. This agreement formed the basis of land use planning in Christchurch, Waimakariri and Selwyn. The Waimakariri District Council has relied
on this agreed plan of Greenfield areas for District Plan changes, coordination of subdivisions and infrastructure, land use planning and service delivery.

The Waimakariri District Council has been consistent in complying with all aspects of this agreement with its partners and the agreement has been satisfactory. To allow for the agreed and planned growth, Waimakariri District Council has carried out major upgrades to its infrastructure over the last decade. This includes the Eastern District Sewerage upgrade and ocean outfall, a $36 million project that allowed capacity for the growth areas identified in the Urban Development Strategy. Also an upgrade was carried out to the Rangiora Water supply to allow for the projected growth at a cost of $15 million.

With adequate provision for water and wastewater in the District to allow for growth the road network is now at capacity to allow for the increased traffic associated with growth. Roading and Motorway capacity is currently an impediment to growth and the most significant infrastructure constraint limiting the Waimakariri District in accommodating the agreed greenfield development areas.

WDC is currently carrying out a $12 million roading project in Kaiapoi, the New Arterial Road around the Silverstream subdivision, to provide improved capacity, safety and linkage for traffic from Rangiora and the District to the Christchurch Motorway.

In order to manage demand on the transport network WDC has carried out the following initiatives:-

- Employs a Journey Planner to work with our community and our transport partners to encourage more ride share, bus use, and cycling;
- Implemented park-and-ride sites in Rangiora and Kaiapoi;
- Helped fund new bus lanes in Christchurch City at Chaney’s;
- Participates in the Greater Christchurch Travel Demand Strategy;
- Provides funding for the Greater Christchurch travel demand management project that is underway to change behaviour and reduce the reliance on car travel of employees of those businesses moving into the central city. Some of which will originate in the Waimakariri District;
- Actively involved at staff and elected member level on the Joint Passenger Transport Committee;
- $4m included in the 2015-25 Long Term Plan for park-and-ride sites. This could be directed to help fund park-and-ride sites in Christchurch City if that will provide a better outcome. For example a park-and-ride site at the end of the CNA at QE2 Drive.

**c) Household Growth is Consistent with the UDS and LURP.**

It is important to note that the rate of development that has occurred in Waimakariri has been as anticipated by the UDS partners. In 2007 the UDS anticipated 10 year growth of 4,850 households for the UDS area within Waimakariri. The actual number of households that have been developed in that area over this 10 year period is 5100. The Land Use Recovery Plan (LURP) that was supported by all partners for the period 2014 to 2024 was based on an agreed greenfield development area. The remaining capacity of this inside the infrastructure boundary is in the order of 9,000 households.
The population in Waimakariri District was 57,800 at June 2016. This is projected to increase to 86,000 by 2048. Broadly there is sufficient LURP and RPS mandated capacity to accommodate this population.

d) Employment and Economy

Waimakariri District has a significant commuter workforce that relies on the Motorway for commuting to Christchurch. This has always been anticipated in the UDS and LURP. Greater Christchurch needs to provide a range of housing options to allow people to work in gainful employment and support the economy while meeting their family and lifestyle needs.

Many Waimakariri District businesses rely on their linkages to the City, Lyttelton Port, the Airport and State Highway 1 to the south. The economy of Waimakariri has been growing and this has resulted in significant local employment. In the 10 years to 2016 the population has increased 31%. During this same period District job growth was 42%. So while more resident workers by number are commuting to Christchurch, the proportion of the local labour force’s jobs located in Christchurch is declining.

Apart from business attraction initiatives designed to increase local jobs in accordance with its Local Economic Development Strategy (2012), the Council’s investment in town centres, business friendliness initiatives, partnering with developers, and increasing investment in local sporting and cultural facilities are all designed to improve local job self-sufficiency and increase key activity centre daytime populations and vitality – with significant visible success. WDC contributes to and benefits from a strong Greater Christchurch and Canterbury Region. A sustainable and efficient transport system is essential to a strong growing economy and excellent living environments. Supporting travel choices and sustainably managing the demand on the transport network is key to ensuring the transport network is sustainable and efficient.

e) Downstream Effects in Christchurch City

WDC acknowledges the issue Christchurch City potentially has, and has in the past played a part in helping to address that issue, and at the same time meet the needs of this District. A well-functioning and efficient Greater Christchurch transport system is necessary for the Greater Christchurch economy and living environment. From the WDC perspective it means growth should continue to occur as envisaged by the UDS and LURP, and the transport impacts managed by the balanced approach mentioned above. The Council is already doing a number of things to manage the demand noted above.

The Christchurch City downstream effects include the potential for more peak traffic onto Cranford Street causing unreliable travel times and “rat running” through local roads, and more traffic into the central city causing delays and frustrations. These impact on the Waimakariri community as well as the Christchurch community.

It is noted the Central City Plan, The Accessible City, is based on car traffic in the central city at similar levels to pre earthquake levels, and so more travel into the central city from all directions will need to be by public transport, walking or cycling. Waimakariri District accounts for only 10% of morning peak person trips to the city centre and this share is projected to not fundamentally change by 2041.

This means that across the Greater Christchurch network there will need to be more emphasis on travel demand management to achieve the desired outcomes.

f) A Comprehensive Planned Corridor Approach Required and Supported by WDC

The origins of work commute journeys in the District are quite dispersed as are the destinations. Recent analysis of journey to work data has shown them to be as dispersed as for Christchurch resident workers, with this dispersal accentuated by the effects of the earthquake on the CBD.
Low density, dispersed origins and destinations of work journeys are difficult to serve by public transport. Problems with public transport are not unique to the Waimakariri District as declines in overall Christchurch public transport patronage show. As elsewhere, in order to migrate commuting to public transport, the system needs to enable predictable and reasonable length journey times at reasonable prices to destinations people want to go with minimum journey breaks.

A comprehensive and planned approach to corridor management that favours public transport with related travel demand management measures is needed. This is the kind of approach Waimakariri District Council has been advocating, funding or operating for some time – bus lanes, park-and-ride, journey planning and collaborative travel demand management – initiatives that sit alongside its active local job development programme.

g) Choke Point and Intensification Arguments

Any suggestion of maintaining a “choke point” by stalling or not constructing a third motorway lane south across the Waimakariri River is flawed. In the past it has been suggested that establishing or maintaining a “choke-point” on the northern corridor would promote land use pattern adjustment. There is no evidence that recent congestion has materially affected underlying growth - and the prospects of this being effective via retaining two lanes on the south-bound bridge in the future, in light of the extensive overarching Roads of National Significance investment in northern accessibility are at best highly dubious. It seems counterfactual to make such an enormous investment only to seek to undermine its utility by artificial capacity constraints, especially in the face of projected short-term deterioration in congestion those underlying investments are designed to address.

So called “planned congestion” is not part of the strategic framework - further, nowhere within the collaborative transportation planning framework associated with the UDS over the last 10 years and giving rise to substantial strategic documents such as The Greater Christchurch Transport Strategic Statement has this approach ever been discussed, evaluated or agreed.

It has also been suggested this approach of partial “planned congestion” on one corridor would somehow reinforce intensification in or close to the CBD. This argument misses completely the multiplicity of housing submarkets that operate within Greater Christchurch, and, the frequency recorded (through successive district surveys over many years) underlying motivation by new residents for choosing small town and rural living as compared to CBD type environments. In short, we are talking about completely different residential choices and options to choose from.

It is also important to point out that contrary to recent uninformed media coverage the annual level of new dwelling construction on rural properties has been in number and as a proportion of total new builds declining for the last five years as the proportion of growth in the District that is urban increases.

4. Summary

The business case for the third south-bound lane is being developed in the context of a wider transport solution including travel demand management and high occupancy vehicle/public transport lanes.

The State Highway 1 and 71 from the Ashley River to Belfast Business Case work’s recommended programme for managing the congestion included the third lane along with travel demand management and high occupancy vehicle lanes, and the development of this programme included CCC staff and Councillors as well as WDC staff and Councillors.

WDC wish to be heard in support of this submission.
1. SUMMARY

1.1. The purpose of this report is to advise Council of the review of “Towards and Inclusive Environment” - the Waimakariri Disability Strategy (the Strategy) which was adopted by Council in 2011, and to seek a Council representative on the Reference Group.

1.2. As requested by Management Team, in preparation for this review key Council Officers have been asked:
   - How well are barrier free standards/perspectives embedded into our planning, reserves, facilities and engineering policies and standards?
   - Are we insisting (where we can), advising, advocating for barrier free options among developers and the like?

1.3. There is a heightened awareness throughout the Council of accessibility issues and the importance of involving (in particular) the Waimakariri Access Group at an early stage of project development.

1.4. Current reviews of the District Plan and Engineering Code of Practice will ensure internal standards align with best practice guidelines around accessibility.

1.5. The project plan shows the process that will result in the reviewed strategy being adopted by Council in November 2017.

Attachments:
   i. Disability Strategy 2011 Review, Project Plan (TRIM # 170328030051)

2. RECOMMENDATION

THAT the Council:

(a) Receives report No. 170621063690

(b) Note the project plan to review: “Towards an Inclusive Environment” - the Waimakariri Disability Strategy 2011.

(c) Nominates Councillor ____________________ to represent Council on the Reference Group for this review.
3. ISSUES AND OPTIONS

3.1. The Waimakariri District Council’s Disability Strategy “Towards an Inclusive Environment” was adopted by Council in 2011. This strategy was developed in partnership with representatives from the Waimakariri Access Group, the Waimakariri Health Advisory Group, CCS Disability Action, IDEA/People First, the Kaiapoi District Senior Citizens and Friends Day Centre (the Darnley Club) and Council Staff.

3.2. In endorsing the strategy in the foreword, Mayor David Ayers comments that “As a Council it is important that we minimise the barriers to members of our community as they go about their everyday life. We have a vision of an enabled community where people with impairments can live independently and participate fully in all aspects of life”.

3.3. The strategy provides a framework for how the Council, through its own actions, will contribute towards ensuring the local environment is inclusive for all people. The Action Plan sits alongside the strategy to show more detailed implementation undertaken across all units of the Council.

3.4. The strategy undertook to monitor and review the impact and the effectiveness of the strategy on an annual basis. This monitoring has not been undertaken. The current review will assess the impact and effectiveness of the strategy over the past six years, and address the process for ongoing monitoring.

3.5. As requested by Management Team the following questions have been considered by key staff in preparation for this report to Council.

(a) How well are barrier free standards/perspectives embedded into our planning, reserves, facilities and engineering policies and standards?

(b) Are we insisting (where we can), advising, advocating for barrier free options among developers and the like?

The following staff have responded to these questions:

<table>
<thead>
<tr>
<th>Community, Greenspace and Recreation (Craig Sargison)</th>
<th>Utilities and Roading (Gerard Cleary)</th>
<th>Planning and Regulation (Nick Harrison)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chris Brown (Greenspace)</td>
<td>Ken Stevenson (Roading)</td>
<td>Malcolm Johnston (Environmental Services)</td>
</tr>
<tr>
<td>Craig Sargison (Community Facilities)</td>
<td>Kelly LaValley (PDU)</td>
<td>Victoria Caseley (District Plan Consenting)</td>
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<td></td>
<td></td>
<td>Paul Jones (Building)</td>
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</tbody>
</table>

3.5.1. Community, Greenspace and Recreation: Reserve Managements Plans have an accessibility component built in. Public toilets and community buildings have been built to code at the time of construction. Over the years the accessibility code has changed meaning that what was to code ten years ago, may not be to the current code standard. The current building code does not meet barrier free standards.

3.5.2. Utilities and Roading: The Engineering Code of Practice is currently under review and the opportunity will be taken to ensure accessibility will be included in the appropriate areas of the code. Asset Management Plans are also under review and again these provide an opportunity to ensure accessibility is an integral part of the update.

The roading team have an ongoing partnership with the Waimakariri Access Group (WAG) and consideration of accessibility is being built into all projects with early consultation with this group.
3.5.3. Planning and Regulation: Building Unit staff have participated in accessibility workshops and have a representative attending WAG meetings. There is heightened awareness within the Building team of issues around accessibility.

Environmental services staff have a zero tolerance for abuse of the accessibility parking in the town centres including a 'no waiver' policy for accessible parking breaches. Recent monitoring of the Signage Bylaw has identified breaches of this bylaw in both Rangiora and Kaiapoi central business areas.

The District Plan consenting unit advises regarding the provision of accessible parking for new developments but without any specific requirements in the District Plan around accessibility no further advocacy is undertaken. The current review of the District Plan provides a timely opportunity to consider, within the parameters of the Resource Management Act 1991, what provisions may be possible and appropriate. Wider accessibility issues are monitored through building consent processing (within the parameters of the Building Act 2004).

3.6. The project plan outlines the time frame for completing the review of the strategy and identifies key personnel from within Council and internal and external stakeholders.

4. COMMUNITY VIEWS

4.1. Community views will be sought via the reference group, internal and external stakeholder groups and the Waimakariri Access Group. Public consultation will be undertaken with feedback sought on the draft strategy and views received used to inform the final strategy for adoption by Council.

5. IMPLICATIONS AND RISKS

5.1. Review of the Disability Strategy has been incorporated into current budgets where possible. Any projects requiring additional funding will be consulted through the Annual and Long Term Plan processes.

6. CONTEXT

6.1. Policy

This matter is not a matter of significance in terms of the Council's Significance Policy.

6.2. Legislation

NZ Disability Strategy 2016-26
Human Rights Commission, The Accessible Journey, September 2005
Local Government Act 2002
Resource Management Act 1991
Building Act 2004
NZ Public Health and Disability Act 2000
Bill of Rights Act 1990
Human Rights Act 1993
Privacy Act 1993
United Nations Convention on the Rights of Persons with Disabilities

6.3. Community Outcomes

There is a safe environment for all

- Harm to people from natural and manmade hazards is minimised
- Crime, injury and road accidents are minimised
The distinctive character of our towns, villages and rural areas is maintained
- The centres of our main towns are safe, convenient and attractive places to visit and do business

Public spaces and facilities are plentiful, accessible and high quality
- There is a wide variety of public places and spaces to meet people’s needs
- The range and accessibility of community and recreation facilities meets the changing needs of our community

People are friendly and caring, creating a strong sense of community in our District
- There are wide ranging opportunities for people of different ages to participate in community and recreational activities
- The particular recreational needs of children and young people are met

Transport is accessible, convenient, reliable, affordable and sustainable
- Communities in our District are well linked with each other and Christchurch is readily accessible by a range of transport modes
- Our District is well served by public transport

Our community’s needs for health and social services are met
- Our people are supported by a wide range of health services that are available and accessible in our district
- Participation in community-based support services is acknowledged and encouraged

People have wide ranging opportunities for learning and being informed
- Our schools and libraries are well resourced and have the capacity to cope with population growth
- Our people are easily able to get the information they need

Business in the District are diverse, adaptable and growing
- There are growing numbers of businesses and employment opportunities in our district

There are wide ranging opportunities for people to contribute to the decision making by local, regional and national organisations that affect our district
- Local, regional and national organisations make every effort to take account of the views of people who participate in community engagement.

Transport is accessible, convenient, reliable, affordable and sustainable
- Christchurch is readily accessible by cycle, car, truck, bus or train
- The District is well service by public transport

Businesses in the District are diverse, adaptable and growing
- There are growing numbers of business and employment opportunities in the District
- There are opportunities for our young people to enter employment and gain skills in our District

The community’s needs for health and social services are met
- Our people are supported by a wide range of health services that are available in our District
- Participation in community-based support services is acknowledged and encouraged

The community’s cultures, arts and heritage are conserved and celebrated
- There are wide ranging opportunities to participate in arts and cultural activities
Public spaces and facilities are plentiful, accessible and high quality

- There is a wide variety of public places and spaces to meet people’s needs
- There are wide ranging opportunities for people to enjoy the outdoors
- The range of community and recreation facilities meets the changing needs of our community

The distinctive character of our towns, villages and rural areas is maintained

- The centres of our main towns are safe, convenient and attractive places to visit and do business

People are friendly and caring, creating a strong sense of community in our District

- There are wide ranging opportunities for people of different ages to participate in community and recreational activities
- The particular recreational needs of children and young people are met

There are wide ranging opportunities for people to contribute to the decision-making by public organisations that affects our District

- Public organisations make information about their plans and activities readily available
- Public organisations make every effort to accommodate the views of people who contribute to consultations.
# PROJECT PLAN

**OUR REFERENCE:** POL-08-30/170328030051

<table>
<thead>
<tr>
<th>PROJECT NAME:</th>
<th>Disability Strategy and Implementation Plan Review 2017</th>
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<tbody>
<tr>
<td>2</td>
<td>Lynley Beckingsale</td>
<td>18 May 2017</td>
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## PROJECT ORGANISATION:

<table>
<thead>
<tr>
<th>Project Sponsor</th>
<th>Geoff Meadows – Manager, Policy and Strategy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Control Group</td>
<td>Lynley Beckingsale – Policy and Strategy</td>
</tr>
<tr>
<td></td>
<td>Tessa Sturley - Community Team</td>
</tr>
<tr>
<td></td>
<td>Jill Waldron – Specialist Advisor</td>
</tr>
<tr>
<td>Project Reference Group</td>
<td>Bev Bray - Development Planning Unit</td>
</tr>
<tr>
<td></td>
<td>Chris Brown – Greenspace/Community Facilities</td>
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<tr>
<td></td>
<td>Ken Stevenson - Roading</td>
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<td>Rob Hawthorne – Property</td>
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<td>Kelly LaValley – PDU</td>
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<td></td>
<td>Malcolm Johnston – Environmental Services</td>
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<td>Waimakariri Access Group Representative</td>
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<td>Council Representative</td>
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<tr>
<td></td>
<td>Matt McIlraith - Communications</td>
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<tr>
<td></td>
<td>Brennan Wiremu - Civil Defence</td>
</tr>
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<td></td>
<td>Maree Harris – Customer Services</td>
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<td>Paul Jones/Warren Taylor – Building Unit</td>
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<td>Victoria Caseley – District Plan</td>
</tr>
</tbody>
</table>

| Project Manager | Lynley Beckingsale – Policy and Strategy |
BACKGROUND:

The Waimakariri Disability Strategy and Implementation Plan 2011 (the Strategy) was adopted by Council in October 2011. This strategy provides a framework for how Council will contribute towards ensuring the local environment is inclusive for all people, including those with impairments.

The vision for this strategy is to develop a society where all people can engage in personal, community and civic life with independence. It identified that many Council activities have a direct impact on the lives of people living with impairments, including: urban planning and regulation, roading, parks and recreation facilities, community facilities and information services.

SCOPE:

The scope of this project includes the following:

- Review of the whole of the Waimakariri Disability Strategy 2011 but in particular the effectiveness of it in meeting its objectives
- Update of the implementation and monitoring programme
- Receiving and analysing feedback from people with impairments regarding the impact and effectiveness of the strategy
- Consideration of trends and changes among the disability community including the impact of changing technology in mobility assistance and what this means for the Council

PROJECT AIMS AND OBJECTIVES:

Aims:

To review and update the Waimakariri Disability Strategy and implementation plan to ensure that it meets the needs of the community as expressed in the Waimakariri Community Outcomes:

**There is a safe environment for all**
- Harm to people from natural and manmade hazards is minimised
- Crime, injury and road accidents are minimised

**The distinctive character of our towns, villages and rural areas is maintained**
- The centres of our main towns are safe, convenient and attractive places to visit and do business

**Public spaces and facilities are plentiful, accessible and high quality**
- There is a wide variety of public places and spaces to meet people’s needs
- The range and accessibility of community and recreation facilities meets the changing needs of our community

**People are friendly and caring, creating a strong sense of community in our District**
- There are wide ranging opportunities for people of different ages to participate in community and recreational activities
- The particular recreational needs of children and young people are met

**Transport is accessible, convenient, reliable, affordable and sustainable**
- Communities in our District are well linked with each other and Christchurch is readily accessible by a range of transport modes
- Our District is well served by public transport

**Our community’s needs for health and social services are met**
- Our people are supported by a wide range of health services that are available and accessible in our district
PROJECT PLAN

- Participation in community-based support services is acknowledged and encouraged

People have wide ranging opportunities for learning and being informed
- Our schools and libraries are well resourced and have the capacity to cope with population growth
- Our people are easily able to get the information they need

Business in the District are diverse, adaptable and growing
- There are growing numbers of businesses and employment opportunities in our district

There are wide ranging opportunities for people to contribute to the decision making by local, regional and national organisations that affect our district
- Local, regional and national organisations make every effort to take account of the views of people who participate in community engagement.

Implementing the strategy also contributes to meeting New Zealand’s obligations under the United Nations Convention on the Rights of Persons with Disabilities signed by the Government. In signing this agreement, the Government bound itself to abide by it in domestic law. Local Government has a key role in ensuring mainstream services are inclusive of people with impairments and are delivered in non-discriminatory ways.

Objectives:
- To ensure the project is carried out in the most efficient and time effective manner taking into account the needs of the community and other stakeholders.
- To engage with the community, the Waimakariri Access Group, and other affected parties to ensure their views are considered as the strategy and implementation plan is developed.
- To ensure alignment with other legislation, policies and plans of the Council.
- To complete the project within the agreed time.
- To keep the community and affected parties informed of progress.

METHODOLOGY:

The following methodology will be used to deliver this project:

- Planning / Procurement
  - Develop and confirm project plan (this plan)
  - Procure necessary skills for delivery of the project – this involves selecting appropriate staff either internally or externally to carry out required work
  - Develop and confirm communication plan, including nature and point of engagement with reference group, Council, Community Boards etc

- Consultation / Review
  - Develop a consultation plan including information about submissions and hearings (if required).
  - Workshop the strategy with Community Boards and the Waimakariri Access Group.
  - Review the implementation plan with each unit of Council and identify examples of projects that have given effect to the strategy.
  - Review the implementation plan with the Reference Group to receive feedback on the effectiveness of the engagement around the projects identified and any other information they provide around the strategic actions over the last six years.
  - Review the strategy document with the Steering Group and update the information provided and assess the appropriateness of the current document to carry the strategy forward for the next five years.
  - Prepare the draft strategy for consideration by the Reference Group and wider public consultation.
  - Update the strategy taking into account the feedback from the Reference Group and public submissions as appropriate and prepare a final document for adoption by Council.
CO-ORDINATION WITH OTHER PROJECTS

<table>
<thead>
<tr>
<th>Units</th>
<th>Reason</th>
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<tr>
<td>Development Planning Unit</td>
<td>District Plan review</td>
<td>Trevor Ellis</td>
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<td>Community</td>
<td>Waimakariri Access Group</td>
<td>Tessa Sturley</td>
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<tr>
<td>Policy and Strategy</td>
<td>Long Term Plan and Annual Plan</td>
<td>Maria Edgar</td>
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<tr>
<td>Greenspace &amp; Recreation</td>
<td>Activity Management Plans</td>
<td>Chris Brown</td>
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<td>Building</td>
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<td>Rob Hawthorne</td>
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<td>Planning</td>
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<td>Subdivision</td>
<td>Kelly LaValley</td>
</tr>
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<td>Roading</td>
<td>Cycleways and footpaths, car parking, road safety</td>
<td>Ken Stevenson, Kathy Graham</td>
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KEY STAKEHOLDERS

Internal:
All of the above WDC Units
Council
Community Boards

External:
CCS Disability Action
Waimakariri Access Group
Royal New Zealand Foundation for the Blind
Older Persons Health
IDEA/People First
Waimakariri Health Advisory Group
SS Waimakariri
Wellbeing North Canterbury

DELIVERABLES AND APPROVALS:

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**PROJECT PLAN**

**PROJECT TIMETABLE:**

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**RISKS:**

Table of Risks (Acceptable for small simple projects)

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**HEALTH AND SAFETY:**

Is a H&S plan required?  
Yes [ ]  No [x]  
Covered by the Working in the Field Procedures
### PROJECT PLAN

**REGULAR REPORTING:**

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**SIGN-OFF**

Prepared By: Lynley Beckingsale

Signed: ____________ Date: 24 May 2017

Reviewed By: Geoff Meadows

Signed: ____________ Date: 24 May 2017

Approved By: Simon Markham on behalf of the Management Team

Signed: ____________ Date: 29 May 2017
1. **SUMMARY**

1.1. The purpose of this report is to seek approval to alter the Contestable Fund (the fund) from a triennial fund to a discretionary fund that is able to be applied for on a continuing basis, to confirm the criteria by which funding can be allocated, and to formally open the fund on a discretionary basis.

1.2. The contestable fund is a special fund set aside in the Annual Plan to provide financial assistance to owners of heritage sites, notable trees and vegetation and habitat sites who are undertaking sustainable management projects.

2. **RECOMMENDATION**

**THAT** the Development Planning and Regulation Committee:

(a) **Receives** report No 170531055320

(b) **Amends** the operational guidelines for the Contestable Fund to operate as a discretionary fund utilising the funding criteria set out in Appendix 1.

(c) **Confirms** the funding criteria for the contestable fund utilising the criteria set out in Appendix 1

(d) **Notes** that the current amount available within the fund for allocation is $124,299, which includes the allocated grants from the 2005 and 2008 funding rounds that were not uplifted.

3. **ISSUES AND OPTIONS**

3.1. The purpose of this report is to seek approval to alter the Contestable Fund from a triennial fund to a discretionary fund that is able to be applied for on a continuing basis, and to confirm the criteria by which funding can be allocated.

3.2. The Contestable Fund is currently a triennial fund to support the retention of Heritage fabric and the retention or restoration of vegetation or habitat sites and notable plants.
The last funding round was completed in the 2008/2009 financial year, with the 2011/2012 funding round subsumed into the wider Canterbury Earthquake Heritage Building Fund. A number of allocations from this later fund were made to heritage buildings within the district.

3.3 It is noted that the Contestable Fund is supported by the Management Fund, which is has an allocation of $5000 per annum to provide funding for short term emergency works or the preparation of expert reports in preparation for works occurring. The Manager Regulation and Plan Implementation Manager are currently sub-delegated by the District Plan and Regulation Committee to award funding from the Management Fund.

Amendment to triennial funding period

3.4 The Contestable Fund has previously been opened once every three years, with a one month timeframe for the receipt of applications for funding prior to an overall collective assessment of all received applications. Given the necessity of receiving full details of all potential applications within this timeframe, Council staff have observed that applicants are not often in the position to progress planning of works within a short space of time, and conversely, works that are required to be undertaken at certain times (for example short term maintenance work) often full outside of the allocation period.

3.5 In order to more effectively provide for the retention of heritage and biodiversity values, the recommendation of this report is that the Contestable Fund allocation is transitioned from a triennial fund that is opened and allocated every three years, to an ongoing discretionary fund. This ongoing fund would then allow Council to receive and consider applications for funding at any time and for potential applicants to apply and potentially secure funding in conjunction with planned maintenance, safety or upgrading works.

3.6 A second option available to the Committee is to retain the existing triennial funding round; however, in addition to not realising the advantages above, the funding allocation administration is likely to utilise a solid block of staff resource once every three years, rather than a spread of potential applications on an ongoing basis.

3.7 The District Plan and Regulation Committee is currently delegated to hear and decide on applications for funding upon a recommendation from Council staff. It is proposed that this delegation will continue, with applications for funding referred to this committee as applications are received.

Allocation of Fund

3.8 The fund account currently has a balance of $124,299, which is made up of the accumulated operating budget of $15,500 per annum and unclaimed grants that were allocated through both the 2005 and 2008 funding rounds totalling $19,590.15. The administration guidelines of the 2005 and 2008 funding rounds required that the amount allocated be claimed within 12 months of the money being allocated. It is likely that completion of works allocated money through the 2008 funding round were complicated as the result of the Canterbury 2010/2011 earthquake sequence, which resulted in a number of applicants reprioritising both the timing and scope of works that received funding in the 2008 funding round.

Confirmation of operational criteria

3.9 Appendix I to this report sets summarises the proposed operational criteria for the ongoing Contestable Fund. The proposed criteria are similar to the criteria used for the 2005 and 2008 funding round, with additional recommendations from staff to allow retrospective funding applications within the same financial year, where it can be demonstrated that the timing of works required a retrospective application to the fund.
In addition, it is recommended that the fund excludes applications from public sector agencies, including government departments, Crown entities, state-owned enterprises, regional councils, territorial authorities, local authority trading enterprises and Heritage New Zealand, in order to provide funding where further avenues of public investment is not able to be explored.

3.10 In addition to the recommended changes above, a change to criteria (6) is proposed to cap the maximum funding amount at 50% of the total value of the works applied for. The reason for this proposed amendment is to reinforce that the purpose of the fund is to provide assistance to private owners in maintaining or repairing sites with heritage or biodiversity values, while recognising the public benefit gained from the protection of these values within the district. A further benefit is potentially allowing a greater range of applications to be funded.

3.11 The CE have reviewed this report and support the recommendations.

4. **COMMUNITY VIEWS**

4.1 Community views on the opening of the funding round have not been formally sought; however, there is anecdotal evidence of a strong demand for the fund from potential applicants. The allocation of money towards the fund is consulted on as part of the annual plan process.

4.2 If the Committee adopts the recommendation of this report, Council staff will write to the owners of heritage, notable tree and biodiversity sites listed within the District Plan noting that applications are able to be submitted on an ongoing basis.

4.3 Opportunities to review the listing of heritage, notable tree and biodiversity sites within the District Plan will be provided as part of the District Plan review.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1 A budgeted amount (currently $15,500 per year) is set aside for an environmental and heritage fund each year.

5.2 There is unlikely to be any significant risk associated with the ongoing management of the Contestable Fund as it is allocated as a discretionary fund, up to the amount that is able to be allocated within the fund.

5.3 The Contestable Fund is not a matter of significance with regard to the significance policy.

6. **CONTEXT**

6.1 This report links to the following community outcomes:

- There are areas of significant indigenous vegetation and habitats for indigenous fauna.
  - Conservation of significant areas of vegetation and/or habitats is encouraged.

- The community's cultures, arts and heritage are conserved and celebrated.
  - Heritage buildings and sites are protected.
Appendix 1: Funding criteria for the Contestable Fund

1. Works eligible for funding will be limited to the listed heritage resources, notable plants and vegetation sites listed within the District Plan.

2. There will be no set allocation of the fund between the three categories; each application will be considered on its merits and the fund allocated accordingly.

3. After receipt of a funding application staff will undertake the initial review of applications to ensure they meet the funding criteria. Further information may be requested from the applicant if required to better understand the application.

4. In providing a recommendation to the District Plan and Regulation Committee, Council staff may commission expert advice from a heritage conservation architect, biodiversity expert or other expert. This advice will be based on the overall contribution that the proposed funded works would make to the retention of the resource and will be based on the criteria for listing within the District Plan.

5. Applications with staff and expert recommendations will be presented to the District Plan and Regulation Committee, who will allocate the fund.

6. The fund will be distributed within the financial year it was allocated, and will cover costs up to 50% of the total cost of the project. Successful applicants will be required to sign an accountability agreement as set out in the fund application form, specifying the obligations and conditions for funding.

7. If appropriate, any recommended monitoring programme will be carried out.

8. The fund will not be available for works the landowner has a legal obligation to carry out.

9. The District Plan and Regulation Committee will consider an application for retrospective funding for works that have occurred in the current financial year, provided that it can be demonstrated that the works were required to be undertaken prior to the application for funding being processed, due to emergency circumstances.

10. Allocation of funding from the Contestable Fund will be subject to completion of any regulatory process that is required to undertake the works, prior to the allocation becoming available.

11. Public sector agencies, including government departments, Crown entities, state-owned enterprises, regional councils, territorial authorities, local authority trading enterprises and Heritage New Zealand, will not be eligible to apply to the Fund.

12. Any allocation amount that is not utilised within a 12-month period from the date of the successful allocation will be withdrawn, unless an extension has been applied for by the applicant, and granted by District Plan and Regulation Committee.
1. SUMMARY

1.1. The purpose of this report is to update the Board on the Pegasus to Waikuku Beach links and to seek the Boards support to upgrade the existing Te Kōhaka O Tūhaitara Trust walkway/cycleway between Reserve Road in Waikuku Beach and Tiritiri Moana Drive in Pegasus.

1.2. The Board will recall that a previous proposal to upgrade Kaiapoi Pa Road to provide a road linkage between Pegasus and Waikuku Beach was not supported due to the high cultural significance of that area.

1.3. As part of that decision the Council agreed to investigate options to improve pedestrian, cycle and vehicle connectivity between Pegasus and Waikuku Beach and report options back to the Board.

1.4. The Council also resolved to support engagement with NZTA on their Ashley to Belfast safety improvements project. This is happening through participation in the work the NZTA Safe Roads Alliance has currently underway.

1.5. In addition the Council resolved to support working with ECan to identify options to improve Public Transport provision for both Pegasus and Waikuku Beach. Improved services both in frequency and coverage have now been implemented in Pegasus as part of the recent service changes.

1.6. Options for a walking and cycling link between Pegasus and Waikuku Beach have been investigated and the only feasible route identified is along the existing Te Kōhaka O Tūhaitara Trust walkway/cycleway between Reserve Road in Waikuku Beach and Tiritiri Moana drive in Pegasus. It is recommended that this existing route be upgraded to a wider all weather path so it will be more suitable for a range of users. The Trust supports this approach and welcomes the opportunity for this path to be upgraded.

1.7. An issue that has been raised with this route is about personal safety because of the fact it does not adjoin any properties and so does not have any active surveillance. Staff have met with Greg Byrnes of the Trust and are comfortable a number of measures are in place to manage safety. Also the path is used now by a range of users and there have been no known incidents. Greg will be present at the Board meeting to talk through the management of this area and in particular the safety aspects.
2. RECOMMENDATION

THAT the Woodend Sefton Community Board:

(a) Receives report No 170526054014

(b) Approves the upgrading of the existing Te Kōhaka O Tūhaitara Trust walkway/cycleway between Reserve Road in Waikuku Beach and Tiritiri Moana Drive in Pegasus and the upgrading of the exiting path in Tiritiri Moana Drive.

(c) Recommends to Council that it
   i. Reallocates the 2017/18 budget allocation for Kaiapoi Pa Road to the upgrading of the existing Te Kōhaka O Tūhaitara Trust walkway/cycleway between Reserve Road in Waikuku Beach and Tiritiri Moana Drive in Pegasus and the upgrading of the existing path in Tiritiri Moana Drive.

(d) Circulates this report to the Utilities and Roading Committee

3. ISSUES AND OPTIONS

3.1. The Council previously considered a road connection between Pegasus and Waikuku Beach by upgrading Kaiapoi Pa Road. This option did not proceed due to the high cultural significance of the area.

3.2. In considering this matter the Council at the 4 October 2017 meeting passed the following resolution

THAT the Council:

(a) Receives report No. 160808077634.

(b) Approves that the project to upgrade Kaiapoi Pa Road and link it to Tiritiri Moana Drive proceed no further due to the high cultural significance of the area and the likely impact of the proposed work.

(c) Supports the proposal to investigate options to improve pedestrian, cycle and vehicle connectivity between Pegasus and Waikuku Beach including consultation with Te Ngai Tuahuriri Runanga and Kaiapoi Pa Trustees.

(d) Notes that staff will report back to the Woodend-Sefton Community Board on options and costs for improved pedestrian, cycle and vehicle connectivity between Pegasus and Waikuku Beach.

(e) Supports engagement with NZTA on their Ashley to Belfast safety improvements project.

(f) Supports working with ECan to identify options to improve Public Transport provision for both Pegasus and Waikuku Beach.

3.3. In relation to resolutions (e) and (f) these have or are being actioned. Council staff and community representatives have been involved in workshops with the NZTA Safe Roads Alliance and this work is ongoing and it will result in safety improvements along State Highway 1. ECan recently implemented changes to the bus services in the district and this involved improved frequency and coverage in Pegasus.

3.4. Options have been investigated for alternative walking, cycling and road connections between Pegasus and Waikuku Beach. With Kaiapoi Pa Road not being suitable for a connection then the other options considered were to either purchase land and build a new connection or to upgrade an existing connection.

3.5. The land around Pegasus is generally future conservation reserve with the only road connections from the north and east being at Kaiapoi Pa Road and at Tiritiri Moana Drive.
Therefore it is not possible to identify land for a walkway/cycleway/road connection that would avoid the conservation areas and not have high cultural significance.

3.6. The only remaining option was to consider existing routes that could be improved to a suitable level of service. There is an existing path/track running between Reserve Road in Waikuku Beach and Tiritiri Moana Drive that is managed by the Te Kōhaka O Tūhaitara Trust and this was identified as a possible walking and cycling connection.

3.7. Staff met with Greg Brynes, General Manager of Te Kōhaka O Tūhaitara Trust, to discuss this option. Greg very much supported the idea of upgrading this existing path to an all-weather standard to provide a good level of service for all users. It is well used now by a range of users.

3.8. It is proposed to upgrade the path to a 2.0m to 2.5m wide ‘crusher dust’ surfaced path. A new culvert is required part way along the path to control stormwater and groundwater at that location. The upgrade would involve trimming up to 50mm of the existing ground and adding metal to form an ‘all weather’ path. The existing ‘gritted’ path along Tiritiri Moana Drive will be repaired and upgraded.

3.9. At the Waikuku Beach end there is a vehicle access way to the horse car park and the waste water ponds. An option is to chip seal this access way to provide a more consistent a reliable surface for walkers and cyclists as well as the vehicles.

3.10. Personal safety has been raised as a possible issue with this path because of the fact it does not adjoin any properties and so does not have any active surveillance. Staff have discussed this with Greg Byrnes of the Trust and are comfortable a number of measures are in place to manage safety. Also the path is used now by a range of users and there have been no known incidents. Upgrading the path will attract more users and this in itself will mean there will be more surveillance.

3.11. The Management Team has reviewed this report and supports the recommendations.

4. THE COMMUNITY VIEWS

4.1. Feedback through the community consultation on the Kaiapoi Pa Road upgrade option requested and supported a walking and cycling connection between Waikuku Beach and Pegasus.

4.2. Staff have met with Greg Brynes of the Te Kōhaka O Tūhaitara Trust and the trust supports the upgrade of this path as it is compatible with the recreational use of the area.

5. FINANCIAL IMPLICATIONS AND RISK

5.1. Included in the 2017/18 budget is the $670,000 for Kaiapoi Pa Road. This funding is available to fund the proposed path upgrade.

5.2. The rough order estimated cost of upgrading the path as outlined above including sealing the access road is in the order of $300,000. This includes a 30% contingency as no detailed assessment or detailed design has been carried out.

5.3. If the path is approved a more detailed assessment can be carried out to refine the design and the cost and the budget can then be adjusted accordingly.
6. **CONTEXT**

6.1. **Policy**

This is not a matter of significance in terms of the Council’s Significance Policy.

6.2. **Links to Community Outcomes**

6.2.1. There is a safe environment for all:

- Crime, Injury and road accidents are minimised
- Harm to people from natural and manmade hazards is minimised

6.2.2. Transport is accessible, convenient, reliable, affordable and sustainable

- The standard of our District’s roads is keeping pace with increasing traffic numbers

---

Ken Stevenson
Roading Manager
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO: GOV-26-08-06 / Trim 170531055473
REPORT TO: Kaiapoi - Tuahiwi Community Board
DATE OF MEETING: 19 June 2017
FROM: Greg Barnard – Parks Community Assets Officer
SUBJECT: The future of the Silver Birch Street trees in McDougall Place, Kaiapoi

1. SUMMARY

1.1. The purpose of this report is to provide the Kaiapoi - Tuahiwi Community Board with information to allow a decision to be made on the future of the eight Council owned Silver Birch (Betula Pendula) street trees located in McDougall Place, Kaiapoi.

1.2. There have been several requests received over the last few years by some residents of McDougall Place to remove the Silver Birch trees for the following reasons:

1.2.1. The trees drop leaves and catkins which blocks spouting
1.2.2. Some roots are growing into properties and may be growing under foundations. Roots near the tree trunk in the berms are making it difficult to mow.
1.2.3. Several residents report that the pollen from the trees exacerbate pre-existing medical conditions such as sinus or asthma for themselves or family members.

1.3. A survey of the residents requesting their views on the removal of the trees was conducted by hand delivered mail drop to all the residences in the street. It provided the opportunity for residents to provide feedback on the future of the trees.

1.4. This report proposes that the Kaiapoi – Tuahiwi Community Board decides on the best course of action for the future of the trees.

Attachments:

I McDougall Place Street Tree Location Map
ii McDougall Place Silver Birch Trees Street view
iii McDougall Place tree adjacent to 91 Robert Coup Rd

2. RECOMMENDATION

THAT the Kaiapoi – Tuahiwi Community Board:

(a) Receives report No. 170531055473.
(b) Approves the retention of the council owned Silver Birch trees situated in McDougall Place, Kaiapoi.
(c) **Notes** that the retention of the Silver Birch trees is consistent with section 4.4 of the Council's Street and Reserve Trees Policy S-CP 4535.

3. **ISSUES AND OPTIONS**

3.1. The resident of 91 Robert Coop Road, which is located at the corner of Robert Coup Road and McDougall Place, has requested the removal of the adjacent Silver Birch street tree located in McDougall Place. The resident purchased the property in December 2014.

3.2. There have been several requests from other residents over the last few years requesting that individual Silver Birch trees on McDougall Place be removed. Council’s standard operating procedure is that only dead, diseased or dangerous trees be removed and the requests have been denied on that basis. Given the number of previous requests that have been received staff are seeking a decision on the future of the trees.

3.3. There are eight Council owned street trees located within the berm all of which are Silver Birch (*Betula pendula*). They were planted as part of the original sub-division landscaping approximately 30 years ago. They vary in height from 7 to 14 metres with the majority being 10 to 12 metres with trunks 200 to 300mm in diameter. Silver Birch trees can reach a height of between 15 and 20 metres with a life expectancy of 50 to 70 years in an urban environment. They are deciduous and drop leaves as well as flowers in the form of catkins during autumn.

The majority of the trees are in good health and form without any apparent defects or issues. The tree outside 91 Robert Coop Road has had some issues in the past and has suffered storm related damage. However, this has been corrected by Council’s contract arborists and while the tree has not regained its natural form its health has improved over the past several years. Contractors are monitoring the health of the tree and will report any deterioration that may occur in the future for follow up action.

3.4. The reasons given by various residents for requesting the trees be removed are:

3.4.1. They drop leaves and catkins which blocks spouting

3.4.2. Some roots are growing into properties and may be growing under foundations,

3.4.3. Roots near the tree trunk in the berms are making it difficult to mow around some of the trees

3.4.4. Some of the trees are shading properties

3.4.5. Several residents report that the pollen from the trees exacerbate pre-existing medical conditions such as sinus or asthma for themselves or family members.

3.5.

3.6. The following details how the various issues may be mitigated without the removal of the trees:

3.6.1. **Leaf and catkins fall.** Trees dropping leaves, flowers, seeds or catkins is considered a part of what trees do naturally as part of the environment. There are a number of cost effective methods such as the installation of gutter guard products which prevent leaves etc from blocking spouting

3.6.2. **Roots growing into adjacent properties or under foundations.** Silver Birch trees are not known to be a species whose roots would normally damage hard landscaping or building foundations. It is possible that some roots from the trees may be growing close to the surface as they become larger. This can be mitigated by the addition of a thin layer of top soil to provide sufficient cover to allow grass to continue to grow over the root.
3.6.3. **Roots near the trunk make it difficult to mow around trees.** As the trees mature the roots directly adjacent to the trunk will thicken and form a buttress to support the tree as its mass increases. It is not possible to remove these roots and ensure that the tree will remain stable in high wind events. This is part of the natural growth process of the tree. While it may not be possible to use a mower to trim the grass around the large roots the use of hand clippers or similar tools will allow the area to be easily maintained.

3.6.4. **Some trees are shading properties.** Shading, like leaf fall, is considered part of the natural environment. Trees by their very nature and structure provide shade and it is not considered sufficient reason to remove a healthy well-formed tree. Silver Birch trees are deciduous and therefore any shading they may produce is minimised during the colder months of the year. Conversely, the benefits of shade produced by trees during the warmer months by reducing the ambient air temperature, lessening the UV exposure of homes, minimising ground water loss from surrounding gardens and absorbing air and waterborne contaminants means that trees modify the environment in a number of positive ways by growing new leaves and creating shade.

3.6.5. **The trees exacerbate pre-existing medical conditions such as sinus or asthma.** There is evidence that pollen from Silver Birch trees can create an allergic reaction in some sufferers. The condition, called Allergic Rhino Conjunctivitis, is one of the most common allergic conditions and can be caused by pollen from various sources. According to the Auckland Allergy Clinic the plant causing the biggest problem in New Zealand is the perennial ryegrass which is abundant in the District. Research shows that while Silver Birch trees produce a large amount of pollen there are numerous other trees which are common throughout North Canterbury which also produces large amounts of pollen that cause this condition. The most prolific of these include Cupresses (C Macrocarpa), Allergens (trees that produce nuts e.g. chestnut, hazelnut, pine nut, walnut etc), Pines (Pinus Radiata,) Privets (Ligustrum) all of which produce large amount of pollen each year with the prevailing northerly winds carrying it across the District for long distances.

It should be noted that there are 222 Council owned street and reserve trees within approximately 200 metres of McDougall Place. Of these 55 (24.8%) are Silver Birch trees. There are several stands of Silver Birch Trees containing a total 46 trees located in the adjacent Glenvale Walkway directly to the north and west of McDougall Place. There are also large areas of open grasses in the area which are both Council and privately owned including Glenvale Walkway, Kaiapoi High School, Risely Reserve and the grassed areas of the northern Motorway corridor. o the west of the Motorway corridor there are open tracts of land containing grass and trees including pines and macrocapas and it would be expected that large volumes of seeds and pollen would be blown across the area by the prevailing winds.

3.7. **Staff do not recommend removal of the tree for the following reasons;**

3.7.1. Most of the reasons reported by the residents are either easily mitigated or require no mitigation. Blocked spouting can be managed by the simple installation of gutter guard. Shading is considered part of the natural environment and tree development and is part of what trees do as part of their development and life cycle. Any roots that do effect hard landscaping or building foundations can be dealt with on a case by case basis as required and this will not require the complete removal of the tree to manage.

3.7.2. While there is evidence that pollen from Silver Birch trees can create allergic reactions in those who may be susceptible there are also a large number of other
species that produce the same reaction. Pollen is easily transported by wind and there is no certainty that removal of all the trees in McDougall Place will have any effect on resident especially given the large number of other sources such as the Glenvale Walkway trees and large grassed areas within the immediate area.

3.7.3. It has taken many years for these trees to obtain their size and they add character and amenity value to the streetscape and the neighbourhood. McDougall Place provides a pedestrian link between the wider area and Glenville Walkway, which is a major recreational and ecological feature of the Kaiapoi township. As such, the future of the trees should be considered not only based on the effect their removal or retention may have on the street but also the effect it may have on the wider community and environment. As mentioned previously, there are a number of this species of tree in the immediate vicinity and this provides a linkage between the urban and greenspace environments.

3.7.4. Street trees contribute to the health of the environment by reducing air pollution, while at the same time providing ecological diversity by attracting and supporting bird and insect life. They also contribute to the character, shape and form of the district by adding a natural element to the urban environment.

3.7.5. Leaf and catkin fall can be annoying for some residents but it is a natural part of what trees do. As deciduous trees grow and develop through the year they shed leaves as part of their growth cycle. Silver Birch trees do not produce excessive numbers of leaves for their size and this natural act is not sufficient reason for healthy trees to be removed.

3.7.6. Silver Birch leaves compost easily and while the trees do produce catkins for a short period of the year staff feel that this inconvenience is outweighed by the amenity value that the trees provide not only to McDougall Place but to the surrounding neighbourhood in general. Council’s Roading Team provide street sweeping on a regular basis to remove leaf and blossom from the kerb and channel to ensure drains are kept free of debris. As in other areas of the District additional sweeping is provided at times of leaf fall and also carried out when issues are reported by residents.

3.7.7. Root growth is also a natural part of what trees do and it is not possible to completely prevent root intrusion into adjacent properties nor is it desirable to restrict root growth unless absolutely necessary. Silver Birch trees are not known to be a species that causes damage to well-constructed hard infrastructure such as house foundations. It is intended that should the Board resolve to retain the status quo that staff would investigate the installation of root guard to mitigate the effects of root intrusion on hard landscaping should it occur on a case by case basis. It is not possible to completely eliminate roots growing under paths and driveways etc as roots will search out moisture and nutrients but it is possible to reduce the size and number of roots penetrating under structures should they begin to cause damage with the use of root guard if required. The roots of most tree species will not grow in areas where there is no moisture, nutrients or oxygen available and these are not readily present under most structures such as houses.

3.7.8. It is not possible to reduce or remove large or buttress type roots around the tree trunk as their removal could make the tree unstable in high wind events and open the tree up to the introduction of disease. Normally the large roots are within the grass berm directly adjacent to the trunk and it is not felt that these would create a pedestrian trip hazard where there is a formed path. Berms where roots may grow above ground level can be managed with the addition of top soil to encourage grass to grow over the root and fill in any hollows that may form.

3.8. Standard Operating Procedure defines the conditions for the removal of street trees only in cases where trees are dead, diseased or dying or where they are creating severe hardship.
3.9. The options for the future of the trees is to either:

3.9.1. Maintain the status quo, (i.e. allow the trees to remain in their current state with appropriate future maintenance to maintain their natural shape). This is the preferred option. There were 11 replies to the request for feedback received from the residents of which three supported the retention of the trees and eight which would like the trees removed.

OR

3.9.2. Remove the trees entirely and replace them with another species of juvenile tree at an appropriate time. This is not the preferred option. As indicated in option 1 above There were 11 replies to the request for feedback received from the residents of which three supported the retention of the trees and eight which would like the trees removed.

4. COMMUNITY VIEWS

4.1. A consultation flyer and feedback form was delivered to all residents of McDougall Place asking their views on either retaining or removing the trees.

4.2. Of the residences (21) surveyed a total of eleven responses were received. Of those responses three supported the retention of the trees while eight supported retaining the trees.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. Option 1: Maintain the status quo. Should the status quo remain there is no additional cost to the Council.

5.2. Option 2: Remove the trees entirely and replace them with an appropriate species of juvenile tree. If the trees are removed there will be an approximate cost of $6000 for removal of the trees. The cost of replacing the trees with an alternative species would cost approximately $2800. All costs would be paid from the Council’s tree maintenance budget.

6. CONTEXT

6.1 Policy

This matter is not a matter of significance in terms of the Council’s Significance Policy. Section 4.4 of the Council’s Street and Reserve Trees Policy S-CP 4535 as detailed in section 6.4 of this report applies.

6.2 Legislation

here is no specific legislation regarding the removal of street trees. Applicants do have the right of legal recourse under the provisions of the Property Law Act 2007 should the Board decide not to authorise removal of the trees. Sub part 4 of the act refers to the removal of trees. Section 335 refers to what the court may consider should an application be made.

335 Matters court may consider in determining application for order under section 333

(1) In determining an application under section 334, the court may make any order under section 333 that it thinks fit if it is satisfied that—
(a) the order is fair and reasonable; and
(b) the order is necessary to remove, prevent, or prevent the recurrence of—
   (i) an actual or potential risk to the applicant’s life or health or property, or the life or health or property of any other person lawfully on the applicant’s land; or
   (ii) an undue obstruction of a view that would otherwise be enjoyed from the applicant’s land, if that land may be used for residential purposes under rules in a relevant proposed or operative district plan, or from any building erected on that land and used for residential purposes; or
   (iii) an undue interference with the use of the applicant’s land for the purpose of growing any trees or crops; or
   (iv) an undue interference with the use or enjoyment of the applicant’s land by reason of the fall of leaves, flowers, fruit, or branches, or shade or interference with access to light; or
   (v) an undue interference with any drain or gutter on the applicant’s land, by reason of its obstruction by fallen leaves, flowers, fruit, or branches, or by the root system of a tree; or
   (vi) any other undue interference with the reasonable use or enjoyment of the applicant’s land for any purpose for which it may be used under rules in the relevant proposed or operative district plan; and

(c) a refusal to make the order would cause hardship to the applicant or to any other person lawfully on the applicant’s land that is greater than the hardship that would be caused to the defendant or any other person by the making of the order.

6.3 **Delegated Authority**

The Kaiapoi Community Board has the delegated authority to authorise tree removal within the ward.

6.4 **Street and Reserves Tree Policy S-CP4535**

4.4 **Removal of Street Trees**

The removal of a healthy tree will only be considered in the following circumstances and even then, only when all options for retaining it have been eliminated:

- Where it causes severe hardship consistent with District Court decisions;
- Where it causes severe disruption to essential services;
- Where it is necessary for a street tree redevelopment plan to be implemented;
- Where it is necessary for the realignment/reformation of a footpath.

The Council’s operating procedures contained within the Quality Manual (QS-R905 Street Trees), relating to tree removal in streets and relevant to this situation are as follows:

3. **REMOVAL OF STREET TREES;**

3.1 **Objective**

To protect the Council’s and community’s investment in street trees in the immediate future and throughout generations.

3.2 **Explanation**

3.2.1 Not everyone values street trees. The Council receives a number of requests each year from residents requesting that a particular tree or street of trees be removed. The most common reasons given for the request are nuisance from shading and leaf litter.
3.2.2 In some cases inappropriate species have been planted and a replacement programme is needed. In others the Council considers the nuisance the tree is causing an individual is less than the loss the removal of the tree will be to the community and future generations, given the number of years it takes for a tree to reach maturity.

3.3 Standard Operating Procedure

3.3.1 The removal of a healthy tree will only be considered in the following circumstances and even then, only when all options for retaining it have been eliminated:

- Where it causes severe hardship consistent with District Court decisions
- Where it causes severe disruption to essential services
- Where it is necessary for a street tree redevelopment plan to be implemented
- Where it is necessary for the realignment/reformation of a footpath

3.3.2 Trees, which are obviously dead, dangerous or diseased will be removed. Note: The Kaiapoi Community Board has delegation for the removal of trees from parks, reserves and streets or other Council land located in Kaiapoi.

3.3.3 In situations where residents claim healthy street trees are having a negative impact on their properties, the following procedure will be followed:

- The tree/s will be inspected by a Council Recreation and Reserve Advisor to ascertain the problem/s.
- Any appropriate remedial works will be carried out by skilled tree contractors at the Council’s expense. (appropriate works are defined as those necessary to alleviate the problem/s, although not to the extent that the natural attractive form or stability of the tree is destroyed in the operation).

3.3.4 Where a resident’s request for the removal of a tree is declined, the applicant may ask for the issue to be forwarded to Council’s Community & Recreation Committee or the Community Board for its consideration.

3.3.5 Where a resident’s request for the removal of a tree has been declined by the Council, the resident has the right to apply to the District Court to have the matter heard.

3.3.6 In the event of a road widening or other type of public work where trees are present and have to be removed, consideration is to be given to relocate the trees, if they are suitable for this purpose.”

7. COMMUNITY OUTCOMES

The maintenance of parks and reserves contributes to the following outcome;

Public spaces and facilities are plentiful, accessible and high quality.

Greg Barnard
Parks Community Assets Officer
1. **SUMMARY**

1.1. The purpose of this report is to update the Council on Health and Safety matters for the month of June.

**Attachment**

i. Discharging Officer Health and Safety Duties

ii. June 2017 Health and Safety Dashboard Report

2. **RECOMMENDATIONS**

**THAT** the Council:

(a) Receives report No. 170627065799.

3. **ISSUES AND OPTIONS**

3.1. The overview of this month’s work-related accidents/incidents is as follows:

- One property damage/accident and four incidents were reported last month, three of which resulted in emergency services response.

<table>
<thead>
<tr>
<th>Occurrence</th>
<th>Event description</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Incident</td>
<td>Medical occurrence - heart palpitations while at work.</td>
<td>Affected person was transported to hospital by ambulance and has received appropriate medical attention. CLOSED.</td>
</tr>
<tr>
<td>Property Damage</td>
<td>Vehicle was struck by another vehicle at petrol station. Had driven toward car wash and had stopped as a lot of vehicles around and moving. Driver at pump didn’t see the Council vehicle and reversed into car. No injury.</td>
<td>Difficult to minimise the actions of other drivers. Share incident with rest of the team to ensure that they are aware of their surroundings when in a vehicle. CLOSED.</td>
</tr>
<tr>
<td>Incident</td>
<td>Emergency Evacuation due to strong smell in upstairs server room. Battery overheated.</td>
<td>Fire Service attended the emergency evacuation and removed the overheating battery. Battery was then disposed of by hazardous substances disposal contractor. Evacuation went to plan and learnings were discussed post-event. CLOSED.</td>
</tr>
<tr>
<td>Incident</td>
<td>Medical occurrence - fainting for approximately 7-8 minutes while at Columbus Coffee during emergency evacuation.</td>
<td>Affected person was transported to hospital by ambulance and has received appropriate medical attention. CLOSED.</td>
</tr>
<tr>
<td>Incident</td>
<td>Repair of asbestos cement pipe was done without following SOP requirements for handling and disposal of asbestos. Lack of protective equipment and unsafe work methods.</td>
<td>Staff have been met with and required to review relevant procedures. CLOSED.</td>
</tr>
</tbody>
</table>
3.2. The dashboard review shows:
   - Site security reviews have been completed for Ashley Building, Farmers Building and Kaiapoi Aquatic Facility for April 2017. Final site security reviews due June 2017 for Southbrook Transfer Station and a desktop review of Oxford Service Centre plans.
   - The Audit and Risk Committee will receive Annual Summary Report for Health and Safety results for the 2016/17.

4. **COMMUNITY VIEWS**

   4.1. N/A.

5. **FINANCIAL IMPLICATIONS AND RISKS**

   5.1. N/A

6. **CONTEXT**

   6.1. Policy

   N/A

   6.2. Legislation

   Key extracts from the Health and Safety at Work Act 2015, especially as it relates to Officers, were provided to the first meeting of this term of Council on 25 October 2016.

Jim Palmer
Chief Executive
## Discharging Officer Health and Safety Duties

### OFFICER DUTIES

**KNOW**

(To acquire, and keep up to date, knowledge of work health and safety matters)

- Updates on new activities/major contracts
- Council reports to include Health and Safety advice as relevant
- Audit Committee to receive minutes of Health and Safety Committee meetings
- Update on legislation and best practice changes to Audit Committee

**FREQUENCY**

- Various Committee reports
- Monthly, as required
- Two-monthly
- As required

### UNDERSTAND

(To gain an understanding of the nature of the operations of the business or undertaking of the PCBU and generally of the hazards and risks associated with those operations)

- Induction of new Council through tour of District and ongoing site visits.
- H&S Risk register to Audit Committee
- Training on H&S legislation and best practices updates
- CCO activities reported to the Audit Committee

**FREQUENCY**

- Start of each new term and as required
- Six monthly, or where major change
- At least annually
- At least annually

### RESOURCES

(To ensure that the PCBU has available for use, and uses, appropriate resources and processes to eliminate or minimise risks to health and safety from work carried out as part of the conduct of the business or undertaking)

- LTP or Annual Plan to have a specific report on H&S resources
- Reports to Committees will outline H&S issues and resourcing, as appropriate

**FREQUENCY**

- Annually
- As required

### MONITOR

(To ensure that the PCBU has appropriate processes for receiving and considering information regarding incidents, hazards, and risks and for responding in a timely way to that information)

- Report to every Council meeting – standing agenda item to include Dashboard Update and any major developments
- Risk register review by Audit Committee

**FREQUENCY**

- Monthly
- Six monthly

### COMPLY

(To ensure that the PCBU has, and implements, processes for complying with any duty or obligation of the PCBU under this Act)

- Programme of H&S internal work received by Audit Committee
- Internal Audit reports to Audit Committee
- Incident Investigations reported Audit Committee
- Worksafe review of incidents/accidents reported to Audit Committee

**FREQUENCY**

- Annually
- As completed
- As required
- As required

### VERIFY

(To verify the provision and use of the resources and processes)

- Receive ACC WSMP audit results and remedial actions (if any) reported to Audit Committee
- Worksafe audits, if undertaken
- Self-assessment against Canterbury Safety Charter reported to the Audit Committee

**FREQUENCY**

- Two yearly
- As completed
- Annually
<table>
<thead>
<tr>
<th>Major New Projects</th>
<th>Current Progress</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Behavioural Safety culture review training communications</td>
<td>ON HOLD</td>
<td>Potential to defer project to late 2017 - high concentration of training and other programmes for the remainder of 2016 would reduce effectiveness of a launch of behavioural safety and culture programme.</td>
</tr>
<tr>
<td>Volunteers, Elected Representatives, Advisory/Community Boards - develop and implement systems to ensure consistency of H&amp;S expectations, behaviours and messages</td>
<td>COMPLETE</td>
<td>Training materials for elected members delivered and delivered to all Community Board and Councillors (safety manual and presentation).</td>
</tr>
<tr>
<td>Site Security Reviews - external reviews of all WDC static sites (buildings) - report/action plan submission to relevant managers</td>
<td>ONGOING (carry over to 2017/18)</td>
<td>* Site security reviews have been completed during December by OpSec for Rangiora Service Centre, Rangiora Library and Kaiapoi Library/Service Centre. Report received, action plan developed and actions assigned to relevant managers. * Site security reviews have been completed during February for Water Unit office and depot, Dog Pound and Dudley Aquatic Facility. Report received, action plan is yet to be developed and actions assigned to relevant managers. * Site security reviews have been completed for Ashley Building, Farmers Building and Kaiapoi Aquatic Facility for April 2017. Report submitted during May 2017. * Final site security reviews due June 2017 for Southbrook Transfer Station and a desktop review of Oxford Service Centre plans.</td>
</tr>
<tr>
<td>Reporting - improvement of reporting dashboard - automation of lag indicators - inclusion of lead indicators (training delivered, training spent, near misses reported, hazards reported, corrective actions completed)</td>
<td>ONGOING (carry over to 2017/18)</td>
<td>All reporting improvements are defined by the implementation of the first S-project (below). Improving reporting will come directly from Tech 1 and be incorporated into monthly due diligence updates. All lead indicators included in 2016/17 Annual Report to Health and Safety Committee and Management Team.</td>
</tr>
<tr>
<td>Field Work systems check at field level (SOPs, audits, checklists, procedures)</td>
<td>ON HOLD</td>
<td>Revised date for commencement due to implementation new field work tools (mobility). Proposed new start date Q3 2017.</td>
</tr>
<tr>
<td>Major Carryover Projects</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Risk register development/review process</td>
<td>COMPLETE (BUSINESS AS USUAL)</td>
<td>Feedback from teams incorporated into Risk Register, and Senior Management review complete. Report to Management Team has been submitted with findings from the Risk Register review, and action plan going forward for any high-risk activities and/or any activities which have potential catastrophic (fatal) consequences. Further changes which came out of that review will be finalised by end November 2016 once approved by Management Team.</td>
</tr>
<tr>
<td>Drug and Alcohol Policy Development and Implementation</td>
<td>COMPLETE (BUSINESS AS USUAL)</td>
<td>General Awareness training for team leaders booked for April 2017. Once the training is complete, then the project is complete/closed.</td>
</tr>
<tr>
<td>Implementation of Contractor H&amp;S Management Systems</td>
<td>COMPLETE</td>
<td>All WDC contractors (that are included in database) have been informed of new pre-qualification requirements of ‘0’ on SiteWatch or similar externally verified pre-qualification system. Report submitted to Management Team to propose broader project to address Contractor Management System improvement (COMPLETE AND APPROVED - hand over to CM systems improvement project in 2017/18).</td>
</tr>
<tr>
<td>Emergency Management Review Improvement to currently compliant procedures standardisation and simplification</td>
<td>COMPLETE (BUSINESS AS USUAL)</td>
<td>Draft Emergency Management Plan has been issued for consultation, and was due for finalisation at end of March but will now be finalised at end of April 2017. Call-out for designated First Aiders has gone out to all managers, with the intent of creating greater clarity as to who is the First Aider for each workgroup, and training them accordingly. Document has been finalised and issued to ALL STAFF: Emergency contacts sheets to be completed by end-May.</td>
</tr>
<tr>
<td>Safety Management Systems</td>
<td></td>
<td></td>
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<tr>
<td>WDC Safety Management Systems review against ACC Workplace Safety Management Practices criteria / consultative review</td>
<td>COMPLETE</td>
<td>On track. Mapping exercise to ensure current Safety Management System compliance with ACC WSMP was completed in July, reviewed by Health and Safety Committee by end August for report to Health and Safety Committee in early September. Management report has been submitted for 25 October meeting. ACC WSMP audit has been scheduled for 5 December 2016.</td>
</tr>
<tr>
<td>Internal Auditing Programme (continued)</td>
<td>COMPLETE (BUSINESS AS USUAL)</td>
<td>Slightly delayed due to staff absence - Oxford Service Centre audit to take place in November rather than October (see new workplan timings). Water Unit complete, with a significant improvement in score from prior year’s results. Aquatic Facility audit complete in August 2016.</td>
</tr>
<tr>
<td>Review Health and Safety Committee structure and processes</td>
<td>COMPLETE</td>
<td>On track. There are 20 Health and Safety representatives confirmed for WDC. Only one position remains unfilled. Meeting was held with all representatives in early September to introduce them to the role, description and role. Health and Safety Representative training has been scheduled for November, and first Health and Safety Committee meeting with new representatives will be held in early December.</td>
</tr>
<tr>
<td>Implementation of Tech1 Incident/Hazard reporting system</td>
<td>ONGOING (carry over to 2017/18)</td>
<td>H&amp;S has been chosen as a 'pivot' for mobility solutions (use of tablets in the field). This has required development of electronic incident/hazard reporting systems, and will now also include an electronic 'Take-5 form' (see project below). Project plan has determined that tech systems will be trialled in the Water Unit during April, with a view to then implementing the system across the organisation in May/June (pending success of pilot).</td>
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<tr>
<td>Training Development and Delivery</td>
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<tr>
<td>Annual review of training provision and plan for 2016</td>
<td>COMPLETE</td>
<td>Report submitted to Management Team end June 2016. H&amp;S training strategy accepted, and budget lines established to track spend. All training has been delivered within timing requirements. Review of system has been delayed to Q2 2017 to align with planning cycle for 2017/18. Next step - to develop schedule and a competencies overview to ensure staff are compliant with requirements. Training delivered during Sept/Oct: Hazard (0) Risk Assessment, Personal Safety/Conflict De-escalation Training delivered for Nov/Dec: H&amp;S Representative, Manual Handling, Emergency Warden Training delivered for Jan/Feb: Nil Training delivered for March/April: Emergency First Aid, Drug and Alcohol Awareness, Driver Anti-Skid (Driver Safety), OHS Management, Confined Spaces Awareness.</td>
</tr>
<tr>
<td>Other Activities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Develop stepback/take-5 forms for field staff &amp; workplace walk-around checklist for all sites</td>
<td>COMPLETE (TRANSFER TAKEN OUT OF 5 TECHS PROJECT)</td>
<td>Take 5/Stepback form developed and been submitted to Water Unit for testing and consultation during July/August, and is now in use in that department. Review of use in other field work will occur during early 2017 to coincide with mobility programme (electronic H&amp;S forms). Workplace walk-around checklist has been finalised and is in use by all Health and Safety Reps across the organisation. Walk-around inspections were completed in October and the results sent to managers of departments for them to address any safety issues in their areas.</td>
</tr>
<tr>
<td>Health and Safety Noticeboards</td>
<td>COMPLETE (BUSINESS AS USUAL)</td>
<td>Health and Safety noticeboards have been installed at Rangiora Service Centre, Rangiora Library, Kaiapoi Library/Service Centre, Kaiapoi Aquatic Facility, Dudley Aquatic Facility, and Water Unit. Health and Safety representatives will be tasked with updating information on each of the boards as and when required.</td>
</tr>
<tr>
<td>Virtual Team</td>
<td>ONGOING</td>
<td>Virtual Team has now become the Canterbury Health and Safety Advisory Group, with representatives from all Canterbury Local and Regional Authorities attending a quarterly forum meeting. The goal of the group is to share resources, provide advice and information to each other, and potentially benefit from economies of scale in some health and safety activities such as training or use of consultants.</td>
</tr>
</tbody>
</table>

**LEGEND**
- On track
- Slightly behind schedule (less than one month)
- Behind schedule (greater than one month)
### ACTIONS RELATING TO HIGHEST H&S RISK ISSUES

<table>
<thead>
<tr>
<th>Risk Description</th>
<th>Rating (out of 25)</th>
<th>Current actions</th>
<th>Action Owner</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contractor Health and Safety Management</td>
<td>15</td>
<td>*Train all contract managers in H&amp;S processes/requirements at time of induction.</td>
<td>Charlotte Browne</td>
</tr>
<tr>
<td></td>
<td></td>
<td>*Develop comprehensive contract administration/contract management training package to deliver to all staff managing contractors.</td>
<td>Gerard Cleary</td>
</tr>
<tr>
<td></td>
<td></td>
<td>*Identify volunteer groups and leaseholders that engage contractors on behalf of WDC and train in contract H&amp;S management processes.</td>
<td>Charlotte Browne</td>
</tr>
<tr>
<td></td>
<td></td>
<td>*Complete development of Safety in Design procedures and embed in design processes.</td>
<td>Gerard Cleary</td>
</tr>
<tr>
<td>Vehicle Use &amp; Driver Safety</td>
<td>15</td>
<td>*Deliver driver training as per training strategy (Driver Safety / 4WD)</td>
<td>Charlotte Browne</td>
</tr>
<tr>
<td></td>
<td></td>
<td>*Identify any drivers that require further progressive driver training on an as-needs basis and provide relevant training.</td>
<td>Managers &amp; Team Leaders</td>
</tr>
<tr>
<td></td>
<td></td>
<td>*Provide information and training regarding use of safety equipment such as fire extinguishers in staff pool vehicles to all drivers.</td>
<td>Charlotte Browne</td>
</tr>
<tr>
<td>Volunteers</td>
<td>15</td>
<td>*Undertake a review of operations to ensure that all activity and training is being carried out as per internal H&amp;S processes.</td>
<td>Liz Ashton</td>
</tr>
<tr>
<td>*Conducting hazardous activities</td>
<td></td>
<td>*Develop protocols for response to adverse weather events (especially at night), and include in Safe Working in the Field Manual</td>
<td>Charlotte Browne</td>
</tr>
<tr>
<td>Adverse Weather</td>
<td>15</td>
<td>*Develop of Airfield Safety Committee and appointment of Airfield Safety Coordinator to administer all actions from safety review.</td>
<td>Craig Sargison</td>
</tr>
<tr>
<td></td>
<td></td>
<td>*Develop of Airfield Operations Manual, and adoption of the manual by Council as the key safety document for the Airfield operations.</td>
<td>Craig Sargison</td>
</tr>
<tr>
<td></td>
<td></td>
<td>*Provide regular Airfield Operations report to Council</td>
<td>Craig Sargison</td>
</tr>
<tr>
<td>Airfield Operations</td>
<td>15</td>
<td>*Develop of Airfield Safety Committee and appointment of Airfield Safety Coordinator to administer all actions from safety review.</td>
<td>Craig Sargison</td>
</tr>
</tbody>
</table>
MINUTES OF THE DISTRICT PLANNING AND REGULATION COMMITTEE MEETING HELD IN THE COUNCIL CHAMBERS, 215 HIGH STREET, RANGIORA ON TUESDAY 20 JUNE 2017 1.00PM.

PRESENT

Councillor J Meyer (Chair), Mayor D Ayers (arrived 1.59pm, at the commencement of item 8.1), Councillors N Atkinson, P Allen, and D Gordon.

IN ATTENDANCE

Councillors

Messrs J Palmer (Chief Executive), S Markham (Manager Strategy and Engagement), V Caseley (District Plan Manager), T Ellis (Development Planning Manager), M Bacon (Team Leader Resource Consents) and L Courtney (Governance Secretary).

1. APOLOGIES

Moved Councillor Allen seconded Councillor Gordon

THAT an apology be received and sustained from Councillor Doody for absence.

CARRIED

2. CONFLICTS OF INTEREST

Nil.

3. CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the District Planning and Regulation Committee held on 18 April 2017

Moved Councillor Atkinson seconded Councillor Allen

THAT the District Planning and Regulation Committee:

(a) Confirms, as a true and correct record, the circulated minutes of the meeting of the District Planning and Regulation Committee held on 18 April 2017.

CARRIED

4. MATTERS ARISING FROM THE MINUTES

There were no matters arising.

5. PRESENTATION

There were no presentations.

6. REPORTS

6.1 Resource Legislation Amendment Act 2017 – Victoria Caseley (Plan Implementation Manager) and Trevor Ellis (Development Planning Manager)

V Caseley took the report as read, clarifying that further information regarding the amendments would be presented at the Committee’s scheduled briefing on 11 July 2017. This allows more time for staff to continue to work with the
Ministry for the Environment on how some of the amendments will impact on current practices and policies.

Councillor Allen queried the notification of a resource consent to a neighbouring property. V Caseley advised that the notification process in relation to Resource Consents has changed substantially. It is now a step through process with many activities now precluded from full public notification. These relate to Boundary Activities, which are deemed Residential Activities, and subdivisions that are classified Discretionary Restricted or Discretionary, and are now precluded from full notification. Boundary Activities, which relate to activities such as set backs and recession planes, no longer require a Resource Consent. Previously a written consent was required from the owner and the occupier, whereas now the written consent is only required from the owner. V Caseley advised the Council always sought to get written consent from both the owner and occupier if it was known that they were different people. For other Resource Consents, the written consent from the owner and the occupier is still required.

Deputy Mayor Felstead, in relation to the changes to Development Contributions, sought clarification as to whether the Council could continue to require Roading Contributions. V Caseley advised that staff were currently seeking legal advice on financial contributions, in particular Development Contributions. It is likely that Roading Contributions will need to be built into Development Contributions. Staff are also seeking clarification on what can be deemed a Financial Imposition (or commitment) and how that in turn impacts on Financial or Development Contributions. The outcome could have bearing on how these contributions are calculated nationally.

Moved Councillor Atkinson seconded Councillor Allen

THAT the District Planning and Regulation Committee:

(a) Receives report No. 170608058651.

(b) Notes the main changes arising from the Resource Legislation Amendment Act 2017.

(c) Notes staff will provide a full briefing on the implications of the changes at the Council briefing on 11 July 2017.

CARRIED

Councillor Atkinson acknowledged that it was a complex situation and until the full implications of the amendments were known, it was difficult to understand how the changes would be implemented. He expressed gratitude to staff for providing the information at this time, and looked forward to further information being presented at the upcoming briefing.

V Caseley advised that she had been appointed by the Ministry for the Environment to attend Technical Advisory Group meetings to advise on the regulations and changes. This has required V Caseley to sign a confidentiality agreement. She would answer whatever questions Councillors asked to the best of her ability, while trying not to breach her confidentiality agreement. T Ellis added that he too was bound by a confidentiality agreement in relation to National Planning Standards but advised that he would also answer what questions he could in relation to the Resource Legislation Amendment Act 2017.

N Atkinson expressed concern at the Councillors ability to ask questions of staff and receive sufficient advice to support decision making, if they were unable to provide the answers, being bound by confidentiality agreements. V Caseley clarified that staff would be able to advise the Councillors on the
majority of the changes, however, staff may not be able to answer specific questions on how something may work in practice.

N Atkinson questioned what staff would be seeking from the Councillors at the upcoming briefing. V Caseley replied that staff required a direction regarding fees to set, or otherwise, for the three new activities; Boundary Activities, Minor and Temporary Activities and Fast-Track Consents. The new fees would require the Special Consultative Process and would need to be carried out mid-August in order to be ready for the end of 18 October 2017, and staff needed to explain to the Councillors what the new work requirements were in relation to the new activities, so the new fees could be set. V Caseley added that it would also be an opportunity for staff to outline the new notification process because it had impacts outside Resource Consents, including the Council’s approach to the District Plan Review. Staff wanted to make sure they had the time required to enable Councillors to understand the changes and their likely impacts on the community.

S Markham summarised that a report would come back to the Committee/Council to formalise the Council’s implementation and approach to planned development. The planned briefings with Councillors will enable staff to formulate implementation plans and processes for the operational date of 18 October 2017. V Caseley added that the changes go beyond planning and will affect Customer Service and Land Information Memorandum staff, so it is important that clear processes are established and communicated well to staff who will have to adhere to such processes.

S Markham added that there are changes with regard to Iwi participation that will also be presented at the upcoming briefing. It is expected that the Rūnanga’s comments and perspectives on the changes will be added to the briefing presentation. It will also impact the governance arrangements in the lead up to the District Plan Review.

6.2 Amendments to Contestable Fund Allocation – Matthew Bacon (Team Leader Resource Consents)

M Bacon took the report as read.

Councillor Gordon sought clarification that the decision to allocate funds would continue to be the delegation of the Committee. M Bacon confirmed that it would.

Moved Councillor Gordon seconded Councillor Atkinson

THAT the District Planning and Regulation Committee recommends:

THAT the Council:

(a) Receives report No 1705310555320.
(b) Amends the operational guidelines for the Contestable Fund to operate as a discretionary fund utilising the funding criteria set out in Appendix 1.
(c) Confirms the funding criteria for the contestable fund utilising the criteria set out in Appendix 1
(d) Notes that the current amount available within the fund for allocation is $124,299, which includes the allocated grants from the 2005 and 2008 funding rounds that were not uplifted.

CARRIED
7. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED
Section 48, Local Government Official Information and Meetings Act 1987

Moved Councillor Gordon seconded Councillor Atkinson

THAT the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

<table>
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<th>Item No</th>
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<th>Ground(s) under section 48(1) for the passing of this resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.1</td>
<td>Report of Matthew Bacon (Team Leader Resource Consents)</td>
<td>Contestable Fund Application</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
</tbody>
</table>

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

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</tr>
</thead>
<tbody>
<tr>
<td>7.1</td>
<td>Protection of privacy of natural persons To carry out commercial activities without prejudice</td>
<td>A2(a) A2(b)ii</td>
</tr>
</tbody>
</table>

CARRIED

CLOSED MEETING AT 1.20PM

OPEN MEETING AT 1.59PM

8. PORTFOLIO UPDATES

8.1 District Planning Development - Councillor Neville Atkinson
- Referenced video communications on the Council’s website.
- Met with Council staff to discuss some of the items on the agenda. He was confident that all Councillors were up to date with District Plan Review developments.

8.2 Regulation and Civil Defence – Councillor John Meyer
- Councillor Meyer commended staff for work undertaken to date.
- Mayor Ayers attended taskforce meeting regarding Civil Defence.
8.3 **Business, Promotion and Town Centres** – Councillor Dan Gordon

- Attended Rangiora Promotions Association AGM. Some changes to the committee, and a presentation from Ron van Till, local businessman.
- Holding regular meetings with Business and Centres Manager.
- Holding regular meetings with Kaiapoi Promotion Association and Enterprise North Canterbury.
- Upcoming meeting regarding possible future developments in Kaiapoi. Commended staff on approach to developers and businesses.

9. **QUESTIONS**

Nil.

10. **URGENT GENERAL BUSINESS**

Nil.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 2.07PM.

CONFIRMED

___________________
Chairman

___________________
Date
WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF THE MEETING OF THE UTILITIES AND ROADING COMMITTEE HELD IN THE COUNCIL CHAMBERS, 215 HIGH STREET, RANGIORA ON TUESDAY 20 JUNE 2017 AT 4.00PM

PRESENT
Councillor R Brine (Chairperson), Mayor D Ayers, Deputy Mayor K Felstead, Councillors J Meyer, S Stewart and P Williams.

IN ATTENDANCE
Councillors D Gordon, P Allen, S Stewart and W Doody.
Messrs J Palmer, (Chief Executive), G Cleary (Manager Utilities and Roading), K Simpson (3 Waters Manager), Ms J Fraser (Utilities Planner), O Davies (Drainage Asset Manager), S Collin (Infrastructure Strategy Manager), B Rice (Senior Transport Engineer), K Graham (Journey Planner/Road Safety Coordinator), and L Courtney (Governance Secretary).

1 APOLOGIES
Moved Deputy Mayor Felstead  seconded Councillor Meyer
THAT an apology be received and sustained from Mayor Ayers for early departure at 5pm.
CARRIED

2 CONFLICTS OF INTEREST
Deputy Mayor Felstead declared an interest in relation to item 6.1.

3 CONFIRMATION OF MINUTES
3.1 Minutes of a meeting of the Utilities and Roading Committee held on Tuesday 18 April 2017
Moved Deputy Mayor Felstead  seconded Councillor Brine
THAT the Utilities and Roading Committee:
(a) Confirms, as a true and correct record, the circulated minutes of a meeting of the Utilities and Roading Committee held on Tuesday 18 April 2017.
CARRIED

4 MATTERS ARISING
There were no matters arising.

5 PRESENTATION
There were no presentations.
6 REPORTS

6.1 Approval to seal the remaining unsealed section of North Eyre Road between No 10 Road and Logans Road under the rural seal extension policy – K Stevenson (Roading Manager)

Deputy Mayor Felstead, having declared an interest, left the table.

K Stevenson spoke to the report, elaborating on the plan included in the report and highlighting that it meets the criteria in the Council’s policy for sealing roads.

Councillor Doody sought clarification that the entrance to the Mandeville Sports Centre would be sealed. K Stevenson replied that sealing roads includes sealing driveways to the property boundary. He advised that he had spoken with Green Space Manager regarding the driveway itself, which would be followed up by the Green Space unit.

Moved Councillor Meyer seconded Mayor Ayers

THAT the Utilities and Roading Committee:

(a) Receives report No 170607058034.

(b) Approves the sealing of the remaining unsealed length of North Eyre Road between No 10 Road and Logans Road as shown on the attached plan (Doc 170612059857).

(c) Notes that this sealing complies with the rural seal extension policy where financial contributions are available.

(d) Notes that funding is available in the Roading Subdivision Contribution Budget in the 2017/18 year to fund this work.

(e) Circulates this report to the Oxford-Ohoka Community Board.

CARRIED

Councillor Meyer and Mayor Ayers spoke briefly in support of the road sealing.

Councillor Doody commended staff taking action and bringing the work forward.

With business concluded, Deputy Mayor Felstead returned to the table.

6.2 Closure of Stock Water Race R1-A in Eyrewell Forest Area – O Davies (Drainage Asset Manager) and J Fraser (Utilities Planner)

K Simpson spoke to the report. New information provided by Heritage New Zealand has shown that closing the race, from an archaeological perspective, would have a minor impact. Also, Environment Canterbury (ECan) have provided a memo which states that this particular section of the water race is not of significance for managed aquifer recharges.

Deputy Mayor Felstead queried whether there was a second race going through the property. K Simpson confirmed there was a second race on the property, as indicated by the white line on the map on page 29 of the agenda; the second race would remain open for some time. He added that other races border the Ngai Tahu farms in the north and that there were other water races that would provide stock water and would be charged rates.
Councillor Williams queried whether the second water race was legal and whether it could be closed by anyone. K Simpson advised that the water races belonged to the Council, so due process must be adhered to for a water race to be closed, which included consultation.

Moved Councillor Brine seconded Councillor Meyer

THAT the Utilities and Roading Committee:

(a) Receives report No 170608058199.
(b) Approves closure of the Water Race R1-A at a point approximately 520m east of Poyntz Road.
(c) Notes that at the point of closure of the race any surplus water will be discharged to ground via a soak pit, in accordance with a consent to be obtained from Environment Canterbury.
(d) Notes the reduction in stock water race rate income following closure of part of R1-A would be approximately $8,012.
(e) Notes it is unclear whether any improved operating efficiencies resulting from the race closure would be sufficient to cover the loss of rates revenue.
(f) Circulates this report to the Oxford-Ohoka Community Board and the Water Race Advisory Committee.

CARRIED

Deputy Mayor Felstead expressed concern on rates being removed from the rating system, and its impact on other water race ratepayers. Continued closures of water races could have a significant impact on future stock water race rates.

Mayor Ayers acknowledged Deputy Mayor Felstead’s comments, and that the impact on ratepayers should be a consideration, however he was not convinced it should be a reason not to close a water race that is no longer used.

Councillor Doody commented on the history of the water race and believed it was important that it was recorded. K Simpson advised that keeping a record of the water race had been identified as part of the archaeological assessment. Heritage New Zealand (HNZ) were content with the water race being closed, however, they were interested in the “filling in” process by landowners and wanted to ensure that a record was kept of the locations of old water races.

Councillor Stewart had heard through the community the preference for the water race not to be filled in, for flood and drainage management purposes, and queried staff on the matter. K Simpson replied that in the past, it had been left to the property owners, with the proviso that any secondary functions, for example drainage, were not adversely affected. He noted that the HNZ report acknowledged that the race would be filled in, although a permit would be required for that to occur.

Mayor Ayers queried whether the HNZ report included a thorough investigation of the whole water race. O Davies replied that it was a thorough process which included historic research. Mayor Ayers commented on the background to the water races and questioned the need for archaeological assessment being completed for all water race closures.

7 REPORTS FOR INFORMATION ONLY

Nil.
8 PORTFOLIO UPDATES

8.1 Roading – Councillor John Meyer
- Commented and commended staff on communications in relation to roading projects around the district.

8.2 Drainage and Stockwater – Councillor Sandra Stewart
- Attended full round of drainage and stockwater advisory group meetings. Now starting second round of meetings for the year.
- Advised of meeting with Cam River irrigators.

8.3 Utilities (Water Supplies and Sewer) – Cr Paul Williams
- Councillor Williams advised the success of the Oxford Rural 1 drilling.
- Met with Councillor Gordon and local resident regarding concerns and resident went away satisfied with outcome.

8.4 Solid Waste – Cr Robbie Brine
- Provided update on Landfill Committee.

9 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987

Moved Mayor Ayers seconded Councillor Felstead
THAT the public be excluded from the following parts of the proceedings of this meeting.

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<tr>
<td>9.1</td>
<td>Minutes of the public excluded portion of a meeting of the Utilities and Roading Committee 18 April 2017</td>
<td>Confirmation of Minutes</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
<tr>
<td>9.2</td>
<td>Report of Simon Collins (Infrastructure Strategy Manager)</td>
<td>Waterways and Drainage Maintenance Contract</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
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<td>9.1 and 9.2</td>
<td>Protection of privacy of natural persons&lt;br&gt;To carry out commercial activities without prejudice</td>
<td>A2(a)&lt;br&gt;A2(b)ii</td>
</tr>
</tbody>
</table>
CLOSED MEETING AT 4.34PM

OPEN MEETING 4.36PM

10 QUESTIONS
There were no question under Standing Orders.

11 URGENT GENERAL BUSINESS
There was no urgent general business.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 4.37PM.

CONFIRMED

____________________________________
Chairman

____________________________________
Date

STAFF BRIEFING
At the conclusion of the meeting there was a workshop to discuss:

2018-28 LTP - ROADING LEVELS OF SERVICE AND BUDGET LEVEL EXPECTATIONS, FEEDBACK ON FUTURE PROJECTS, ONRC AND NZTA PROGRAMME AND BUSINESS CASES
MINUTES OF THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE OHOKA HALL, 490 MILL ROAD, OHOKA ON THURSDAY 4 MAY 2017 AT 7.02PM.

PRESENT
D Nicholl (Chair), M Brown (Deputy Chair), W Doody, J Ensor, S Farrell, J Lynn, and T Robson.

IN ATTENDANCE
S Markham (Manager, Strategy and Engagement), S Nichols (Governance Manager), C Roxburgh (Water Asset Manager), and K Ward (Community Board Advocate).

There were approximately 20 people in the public gallery.

The meeting adjourned at 8.19pm and resumed at 8.21pm.

1 APOLLOGIES

Moved M Brown seconded T Robson

An apology was received and sustained from K Felstead for absence.

CARRIED

2 CONFLICTS OF INTEREST

Nil.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Oxford-Ohoka Community Board – 6 April 2017

W Doody’s name to be added to the list of those present.

S Farrell tabled an amendment to item 2, she is a member of the Pearson Park Advisory Group not of the Oxford Community Trust as recorded.

Moved J Lynn seconded W Doody

THAT the Oxford-Ohoka Community Board:

(a) Amends the circulated minutes of the Oxford-Ohoka Community Board, 6 April 2017, as follows:

• Add W Doody to those present.
• Item 2, 7(3b): Replace ‘Oxford Community Trust’ with ‘Pearson Park Advisory Group’.

(b) Confirms the circulated minutes of the Oxford-Ohoka Community Board meeting, held 6 April 2017, as a true and accurate record, subject to the above amendments.

CARRIED

4 MATTERS ARISING

4.1. S Farrell asked about the community feedback during the Draft Annual Plan consultation in regards to Easter Trading. S Markham responded that more than 500 responses were received on this topic with a range of views. The consultation process had been advertised through social media and at the Oxford A&P Show. Pending the outcome of the Council Draft Annual Plan Hearings and deliberations process, a policy will need to be developed and consulted upon during 2018.
4.2. W Doody conveyed her apologies for not attending ANZAC Day services due to unexpected circumstances.

5 DEPUTATIONS AND PRESENTATIONS

5.1. Public Forum

D Nicholl invited the public gallery to ask questions of the Board or to present general concerns or comments.

**Water rates**

- Christine Docherty, requested clarity about the planned rates increase for Ohoka. D Nicholl advised the forum that he had sought advice from staff and read from a memo (Trim: 170501042387) that outlined matters. The rates increase for Ohoka is primarily due to expenditure on the new water source. Specifically:
  - The loan repayments and interest on the loan for the new source have resulted in a 20% increase within the water rate.
  - Operating costs have increased for the new source resulting in a 30% increase within the water rate.
  - Depreciation has increased with the new water resource, resulting in a 12% increase within the water rate.

C Roxburgh explained the upgrade was necessary to allow for future growth, and achieve compliance of the scheme with the New Zealand Drinking Water Standards.

It had been expected that the majority of the increase in costs would be covered by development contributions collected due to the projected growth on the scheme, as well as from new connections, i.e. there would be more properties to share the costs. Unfortunately, the projected growth has been significantly slower than forecast.

C Roxburgh advised that improvement to water quality had always been necessary and the majority of the work undertaken had to be completed to address those water quality issues. This upgrade, in turn, generated the rates increase. Without the projected growth impacting on how rates have been calculated, the rating impact would have been higher still for existing scheme members.

- Niki Mealings, sought clarification on whether water and sewer/wastewater were separate issues, or did references to the water scheme refer to both. C Roxburgh clarified the terms used, explaining (potable) water and sewer are separate services. For the Ohoka scheme, the proposed water rate was due to the water scheme upgrade. In contrast, there has not been a sewer scheme for the area at all until the recent installation of the reticulated network. Previously all properties had to utilise septic tanks to manage waste.

S Markham advised the forum regarding Drinking Water Standards. Central Government had required Local Government to upgrade water schemes to compliant standards promptly since the issues with potable water contamination in Havelock North during 2016. He explained the 3 Waters Rating Supply Review and the role of the 3 Waters Rating Working Party. He highlighted that community consultation would be undertaken later in 2017 and explained how this process would in turn help inform the Council’s Long Term Plan.

- A member of the public asked about treatment of the new source of Ohoka water, in comparison to what was undertaken with the previous source. C Roxburgh assured the gallery of the higher quality of water...
and the secure nature of the new source. He confirmed it was minimally treated with chlorine at a much lower level than the water taken from the previous source. There was general agreement in the gallery that the new water source was providing much more pleasant drinking water.

- Richard Black raised the issue of chlorine in the Mandeville water; the chlorine was strong enough to smell at times. C Roxburgh explained that the dose of chlorine added to water at source is regulated at a consistent level. However, over time chlorine decays. The length of time it takes for water to reach a household will determine the residual effect of chlorine. If water has been in low demand and sitting in the pipes rather than being flushed through quickly, chlorine by-products such as odour can occur. However, chlorine odour and presence in water does not affect health.

The Council’s water unit has responded to concerned residents by testing the water with no negative results. He assured the public present that the water unit would continue to follow up on such concerns as they were raised. C Roxburgh explained Council are required to cover testing costs, however it was currently discretionary due to low volume demand.

W Doody queried whether R Black flushed his pipes before use as recommended by the Council. In her opinion, doing so could help mitigate the effects of chlorine decay.

- Another member of the gallery asked for comment on the hardness of the water. C Roxburgh stated that water hardness was not an issue with the new water source and was well within the continuum of acceptable standards of hardness. Hopefully scheme users were noticing a positive change.

Mandeville/Swannanoa Fire Station

- D Nicholls advised the gallery that he understood their concern regarding the fire station. He then spoke of limitations and context in which the board could comment given the matter was between the Council and Fire Emergency New Zealand (FENZ). However, the Board would still be interested in listening to concerns.

- Ross Kennedy spoke on behalf of the Swannanoa Volunteer Rural Fire Force. He is a member of the brigade’s management committee. He spoke to a letter and plans shared informally with Board Member Ensor about the brigade’s project to construct a new fire station (Trim 170505044856). The brigade has been utilising a temporary fire station on Mandeville Road for several years. The Council has offered the brigade four possible sites for a new station; an old dump site, two others and a site at Bradley’s Road. The brigade’s ‘standout’ preference is the Bradley’s Road site. However, Council have yet to commit to a new, permanent site for the brigade, pending the Fire and Emergency New Zealand (FENZ) merger of rural and urban fire services. The brigade is finding this delay frustrating.

R Kennedy advised that the community has raised concerns about noise at the proposed new station. There will be no siren attached to the new station as other mobile telecommunication options are utilised. He also reassured the meeting that there would be no hose drying tower installed to interfere with the skyline and environmental amenity.

Storage of hazardous chemicals (fire retardants) will be undertaken in a limited capacity as regulated.
The Council has allocated $100,000 towards feasibility studies but the station construction will become a responsibility of FENZ. The brigade would like to progress the project by accessing funds for geotechnical testing.

Board Member, J Ensor, queried the land area available. R Kennedy clarified that a sizeable station is required by the brigade, and that there has been some informal consideration that the building could also be extended to accommodate a local base for St Johns Ambulance. They are also considering the likelihood of the current rural fire services being extended, for example to cover vehicle and medical incidents. The Bradleys Road site would accommodate these extra services.

J Ensor requested whether statistical information was available regarding service call outs over the last year. R Kennedy responded there had been 284 call outs, 50% of which were for rural vegetation fires. The remainder were for back up support for structure fires, some motor vehicle incident response, and supporting other stations in Waimakariri and the surrounding areas.

J Ensor then asked if lifestyle blocks were a challenge from the brigade’s perspective. R Kennedy acknowledged that some people moving onto lifestyle blocks in the Waimakariri tended to be less knowledgeable about fire risk management and the nature of the winds in the area. Education was an integral part of their brigade’s work. Anecdotally an increase in dumped and burned cars in the district’s riverbeds had been observed.

D Nicholl thanked R Kennedy and highlighted that the FENZ merger occurs on 1 July 2017.

**North Eyre Road**

- Members of the public gallery, Robyn Kennedy, Ross Kennedy and Grant Stalker, spoke of traffic safety, speed and management concerns regarding the Logan Road/McHughes/No.10 Road/North Eyre Road intersection; particularly highlighting concerns about an unsealed section of North Eyre Road.

Development of the Mandeville Sports Club (MSC) meant all clubs on site had increased activity. The entranceway to MSC on North Eyre Road could now be considered a main entrance, and the volume of vehicles such as horse floats accessing the Eyreton Pony Club and Western Riding Club were creating problems with this portion of the North Eyre Road. Regular events at these clubs meant residents anecdotally observed approximately thirty vehicles per hour using the North Eyre Road entrance and road, but big events and weekends saw these movements rise to an anecdotally estimated one hundred vehicle movements per hour.

In addition, developments in the local area, such as the Braeburn subdivision, were also having an impact on the use of North Eyre Road, as locals used it for walking, driving and riding/leading horses. The road width was narrow so if there were two cars approaching each other, one often mounted the grass verge to continue passing, potentially endangering non-vehicular users of the road.

Local residents had made a submission to the Council at the time of subdivision development of Mandeville and Braeburn. Road sealing had been part of that submission’s recommendations. The members of the public queried whether:

- The section of road could be sealed?
- A speed limit could be imposed?
The entrance to MSC could be improved?

The carriageway and road width could be reviewed?

Options for nuisance dust management could be considered?

W Doody, the Council Portfolio holder for Community Facilities, requested the speakers forward their comments to her by email for her to feed through to the MSC and the Council.

G Stalker requested further clarification on when the unsealed portion of North Eyre Road would be sealed. The unsealed section is between sealed sections.

S Farrell queried the length of the unsealed portion. G Stalker estimated it was about 800m. He was concerned about why development contributions for sealing had only been applied to limited sections of the road, and asked what the thresholds were for sealing the remaining portion. He commented that as a resident of approximately twenty years the vehicular movements recorded at the time he had settled on his property had been perceived as eighty vehicle movements per day. Observations over twenty years occupancy suggested to him the old measure was no longer accurate.

D Nicholl advised the gallery that the Board would be receiving a staff workshop on roading matters in their community area later in June. The comments raised about North Eyre Road would be discussed with staff for feedback to the Board at that meeting.

Rural Activities

C Docherty raised concerns around rural activities on life style blocks. A 10 acre block classed as rural by the District Plan; meant that her property was similarly classed to a farm, with the same rules of land use. She requested clarification around what protections are in place to protect life style blocks from development and land use activities such as residential building, quarrying, and burning of green waste.

The last was a particular problem in her opinion, causing the environmental nuisance of smoke throughout most of the year. She queried if it was possible to restrict the rural fire burning season.

S Markham responded advising rural burning is an Environment Canterbury (ECan) issue. He described the activity of the District Development Strategy (DDS) and how this could involve higher level engagement regarding rural land use. He highlighted there would another opportunity for consultation and public engagement regarding the DDS about June/July 2017. There had already been lots of conversations around what is rural, what is more rural-residential, and boundaries of activity.

Another, more specific avenue for considering land use is the upcoming District Plan Review (DPR). This would determine regulation of land use following on from the higher level DDS, and the rules to be enforced to give that regulation effect. As with the DDS, broad advertising of this process will be undertaken district wide.

R Kennedy requested greater specificity regarding regulation of the building code and its monitoring processes. S Markham emphasised that although the Council is concerned about air quality, ECan is the regulatory authority relating to air quality.

A member of the gallery briefly stated that in her opinion, the majority of residents were happy with the status quo, and she would not wish the Board to think a minority present were representative of all residing on lifestyle blocks.
Another member of the public sought clarification of time frames and processes. S Markham clarified that the draft DDS document will be opened for consultation approximately June-July 2017, and would be presented to the Council for adoption about October 2017. The DPR process would commence later this year into 2018, with community engagement programmed to be undertaken approximately mid-2019.

A member of the public enquired if, given the time line, could a moratorium be placed on deciding contentious issues until the DPR process was completed. S Markham explained that documents relating to specific DPR chapters will be released at different times depending on where the programme of work fell. As rural land use is currently topical, it will be covered early in the process. The Council was required by law to process all received applications within a specified time.

**Flooding**

- R Kennedy queried whether the Council had produced a report revising flooding hazards in Ohoka since the Silverstream subdivision had been developed. D Nicholl responded, explaining he was the Board’s representative on the Ohoka Drainage Advisory Group. He spoke of computer modelling and a small increase in flood risk had been identified. However, providing the culverts at Silverstream were built as designed, no additional flooding hazard in Ohoka was anticipated. He also emphasised that Ohoka was elevated above the Silverstream road development. D Nicholl elaborated that unusual weather events are likely to cause flooding despite any mitigation undertaken. For example, the 2014 floods were a 1:200 year flooding event.

**Ohoka Domain and Mill Road verges**

- N Mealings queried a rumour that shingle would be spread over the grass verges adjacent to the Ohoka Domain along Mill Road. She had been in contact with K Stevenson, Roading Manager, to discuss the possibility of utilising a ground stabilisation mat. It was her understanding that this suggestion had been forwarded to the Council’s Green Space team/unit to be considered as part of their design work for the Domain. N Mealings also asked about the plans to remediate the Ohoka Pavilion. She requested clarification regarding timelines for this work.

- Another member of the public queried whether any remedial work was also planned for the grass verge on Mill Road opposite the Anglican Church.

W Doody responded that she had been discussing these matters with staff and J Lynn earlier in the day. She provided a brief update based on that conversation. J Lynn also spoke to the Annual Plan submissions and had raised the same concerns. Green Space staff will be asked to clarify the status of these projects for local residents.

C Docherty asked if residents would have an opportunity to view and feedback on the landscape plans for Ohoka Domain.

D Nicholl explained that Green Space staff will develop a concept plan for public consultation. This would be brought before the Board for comment, then consultation material would be released for public comment, prior to any final decisions.
THAT the meeting of the Oxford-Ohoka Community Board be adjourned at 8.19pm

to enable the public gallery to leave. The meeting resumed at 8.21pm.

CARRIED

6  ADJOURNED BUSINESS

Nil.

7  REPORTS

7.1  Retrospective Ratification of Submission – Waimakariri District Council
Draft Annual Plan 2017/2018 – K Ward (Community Board Advocate)

D Nicholl spoke of presenting the Board’s submission to the Council hearing,
supported by S Farrell. He had highlighted a number of points in the
submission and questions had been asked by Councillors to seek further
information in regards to some items.

Moved J Lynn    seconded T Robson

THAT the Oxford-Ohoka Community Board:

(a)  Receives report No. 170327029788.

(b)  Retrospectively Ratifies the Board’s submission to the Waimakariri
District Council regarding the Waimakariri District Council Draft Annual
Plan 2017/2018 (Trim No.170407034373).

CARRIED

S Farrell thought it was a good submission, and well-coordinated by staff.

S Nichols clarified the next steps in the Annual Plan process.

8  CORRESPONDENCE

Nil.

9  CHAIRPERSON’S REPORT

9.1  Chairperson’s Report for March – April 2017

Moved S Farrell    seconded J Ensor

THAT the Oxford-Ohoka Community Board:

(a)  Receives report No. 170427040965.

CARRIED

10  MATTERS FOR INFORMATION

10.1  Woodend-Sefton Community Board meeting minutes – 10 April 2017
(Trim No. 170308022656)

10.2  Rangiora-Ashley Community Board meeting minutes – 12 April 2017
(Trim No. 170406033836)

10.3  Customer Satisfaction Survey 2016 – Satisfaction with Overall
Performance – Report to Council – 4 April 2017 (Trim No. 170323028678)

10.4  Customer Satisfaction Survey 2016 Reports – Report to Utilities and
Roading Committee – 18 April 2017 (Trim No. 170331031643)
10.5 **Oxford Rural Number 1 Water Supply New Source: Recommendation for New Bore Location** – Report to Utilities and Roading Committee – 18 April 2017 (Trim No. 170330031230)

10.6 **Closure of Stock Water Race R1-A in Eyrewell Forest Area** – Report to Utilities and Roading Committee – 18 April 2017 (Trim No. 170201009287)

**Item 10.3**

J Lynn commented on the Customer Satisfaction Survey. He had observed the response rates from the Board’s community area is one of the highest ‘no opinion’ response. This could be a challenge for the Board going forward, to encourage greater community engagement.

S Markham responded. Some people will have no knowledge of, or genuinely no opinion on, Council business. The approximate 80% return rate is considered very good. The return number gives an overarching opinion of general concerns across the district; ward level breakdown can be less informative.

S Farrell queried who the survey targeted. S Markham stated the process involved a deliberate random selection across the district, with intensive staff follow-up to try and ensure a response. A good response from across the district in turn helped staff have confidence in the survey.

D Nicholl asked what the percentage of households surveyed was. S Markham explained that statistically 400 responses were required to ensure a +/- error rate of <5%. The process is complex; even with very large national surveys only 1,000 responses were required to get the same margin of error. The usefulness of the survey responses is very much to do with the random selection process.

Moved J Ensor seconded T Robson

**THAT** the Oxford-Ohoka Community Board receives the information in items 10.1-10.6.

**CARRIED**

11 **MEMBERS’ INFORMATION EXCHANGE**

11.1 **T Robson**

- It was an honour to attend the Oxford ANZAC Day Service.
- Repair of the Bay Road, Oxford, footpaths: was concerned with the approach contractors working there were taking to traffic management, and health and safety. He has taken photos and notes, and advised Council staff.
- Youth Council: there was discussion about the DDS community meeting hosted by the Board. Youth attendees expressed to T Robson that they felt discouraged from inputting into the Strategy as other participants had questioned the value of their presence, not being ratepayers. To challenge that view of the other participants at the time felt disrespectful in turn to them.
- Attended his first Ashley Gorge Advisory Group meeting as Board representative. The cabin project has been declined for funding by Rata Foundation, so the group has applied to the Council as part of the Annual Plan. The Group had also discussed planting to assist mitigating erosion issues.

11.2 **J Lynn**

- Acknowledged the numbers present for the Ohoka ANZAC commemoration.
Presented the Ohoka Residents’ Association submission to the Annual Plan Hearings.

Attended a number of meetings and events for elected members including:

- A planting day at Swannanoa.
- The DDS meeting in Oxford hosted by the Board.

Met with C Sargison, Manager of Community and Recreation, about the relocation of the Gatekeeper’s Cottage. A report has been prepared by OPUS, and is to be reviewed by the Ohoka Domain Advisory Group. J Lynn discussed the next steps of the project. J Ensor queried the general content of OPUS’ report. J Lynn advised the building is sound. The largest relocation costs will be relating to services. There will be no cost to the community for this project, all costs will be paid from fundraising and grant applications.

Will be attending the upcoming 2017 New Zealand Community Boards Conference in Methven.

11.3 S Farrell

- Supported T Robson’s comments on the Bay Road works, and elaborated further from her own observations.

Attended a number of meetings and events for elected members including:

- A planting day at Swannanoa; the enthusiasm of the children was heartening to observe.
- The DDS meeting in Oxford: was disappointed in the number of public attending, and consequently the meeting failed to be a true representation of community concerns in her opinion.

11.4 W Doody

- Spoke in her role as Councillor and to her portfolios:
  - Some submissions to Council Annual Plan Hearings were very relevant to the Board’s community area.
  - The Oxford Service Centre is scheduled to be complete and handed back to Council staff for fit-out 3 August 2017.
  - The levelling of Pearson Park Oval has commenced. Once complete pressure will be eased on other playing fields.
  - Mainpower Oval is scheduled to host a number of important cricket games next season, crowd capacity of up to 2,000 are being planned for.
  - Rangiora Airfield designation and Plan change: the noise contour is focus of discussion for future-proofing expansion of the town in relation to the airfield. Consultants are being contracted to assist. J Ensor commented the airfield served well for the post Hurunui/Kaikoura earthquake flights. W Doody responded that Rangiora Airfield continued to be a busy airfield, with continuing growth in interest for use. This is why the noise issue is being addressed currently.
  - Eastern Sewer: the proposed works and budget has been brought forward.

11.5 M Brown

- Spoke of the crowds at the Cust and West Eyreton ANZAC commemorations. He also had a conversation with the principal of West Eyreton School.

- Fords: When will the Eyre River fords reopen? They have been closed since the flooding. They will be very difficult to navigate since the floods and will require remediation prior to reopening.
11.6 J Ensor

- Attended a number of meetings and events for elected members including those where he is the appointed Board Representative:
  - Mandeville Sports Club (MSC): discussions around community meeting venue options.
  - Christchurch International Airport Liaison Committee: will bring a report relating to the airport to the next meeting, awaiting additional information.
  - Eyreton Pony Club: have submitted a design to Green Space for the grant of Landscaping monies, and which also includes the Board Discretionary grant for the fence to protect learner riders.
  - D Nicholl confirmed the Board’s September meeting will be held at MSC.

12 CONSULTATION PROJECTS

12.1 Kaiapoi River Rehabilitation

12.2 Woodend Beach Speed Limits Review

S Farrell asked about the community feedback during the Draft Annual Plan consultation in regards to Easter Trading. S Markham responded that more than 500 responses were received on this topic with a range of views. The consultation process had been advertised through social media and at the Oxford A&P Show. Pending the outcome of the Council Draft Annual Plan Hearings and deliberations process, a policy will need to be developed and consulted upon during 2018.

The Board noted the Consultation Projects.

13 REGENERATION PROJECTS

13.1 Town Centre, Oxford

13.2 New Arterial Road, Kaiapoi

The Board noted the Regeneration Projects.

14 BOARD FUNDING UPDATE

14.1 Board Discretionary Grant

Balance as at 28 April 2017: $633.25.

14.2 General Landscaping Budget

Balance as at 28 April 2017: $4,450.

The Board noted the balances.

15 MEDIA ITEMS

Nil.

16 QUESTIONS UNDER STANDING ORDERS

There were no questions under Standing Orders.
17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

There was no urgent general business under Standing Orders.

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Thursday 8 June 2017 at the West Eyreton Hall.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 9.01PM.

CONFIRMED

_________________
Chairperson

_________________
Date
Workshop - 9.02-9.46pm

1. *Members’ Forum*
   General discussion on issues raised in previous meetings.

2. Board reflections on first six months of electoral term and planning ahead to end of 2017.
   General Board reflection on first six months in elected office included:
   - Open forums.
   - Capital contributions.
   - Aspirations each Board member has regarding their community area and/or work of the Board for the next six months.
MINUTES OF THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD
HELD IN MEETING ROOM A, WOODEND COMMUNITY CENTRE, SCHOOL ROAD, 
WOODEND ON MONDAY 8 MAY AT 7.00PM.

PRESENT
S Powell (Chairperson), A Thompson (Deputy Chair), J Archer, A Allen, A Blackie, 
R Mather and J Meyer.

IN ATTENDANCE
C Sargison (Manager, Community and Recreation), K Stevenson (Roading Manager), 
K Ward (Community Board Advocate), and E Stubbs (Minutes Secretary).

The meeting adjourned at 7.29pm and resumed at 8.15pm.

1 APOLOGIES
Nil.

2 CONFLICTS OF INTEREST
Nil.

3 CONFIRMATION MINUTES
3.1 Minutes of the Woodend-Sefton Community Board – 10 April 2017

Moved R Mather seconded A Allen

THAT the Woodend-Sefton Community Board:
(a) Confirms the circulated minutes of the Woodend-Sefton Community 
Board meeting, held 10 April 2017, as a true and accurate record.

CARRIED

4 MATTERS ARISING

Re Item 11.5. Community Board presence at Sefton Tug of War event, 21 May:

- R Mather queried whether the ‘teardrop’ sign for the Board had been followed 
up. S Powell advised it had been.
- S Powell advised that the Community Board flyer would be ready for 
distribution at the Sefton event.

5 DEPUTATIONS FROM THE COMMUNITY

Representatives of Woodend Lions, David Marks (President) and Ian Lennie (1st 
Vice President) spoke about a proposal for a war memorial at Woodend.

D Marks provided some background to the contribution Woodend Lions had made 
to Woodend and its environs since it was formed 30 years ago. He advised that 
Lions International were celebrating the centennial of Lions and were encouraging 
‘Centennial Community Legacy Projects’.

The Woodend Lions wished to donate a war memorial as a permanent tribute for the 
community. Currently there were only memorial boards in the Woodend Community 
Centre and a local café. D Marks tabled a summary and design of the proposal
(Trim: 170516049308). With the increase in local population and the centennial of many notable WW1 battles this year, they believed it would be a pertinent centennial Lions legacy project to give to the community. They anecdotally reported community support of the proposed project.

I Lennie advised that there was a desire for a contemporary design: a 'pill box' with appropriate wording, names on plaques and a barbwire and poppy image. The Woodend Lions had been consulting Peter Dunn, a local stonemason, who had provided guidance. The Lions wanted to involve local people in the construction so Kaiapoi and Rangiora engineers had also been involved in the design. RSA Rangiora has appointed a liaison person for the project.

I Lennie advised that they had approached Council staff with the project plan, who subsequently indicated a location was available adjacent to the Woodend Community Centre. The estimated cost of the project was $45-50,000. The RSA would assist with fundraising and Lions would contribute as part of the Centennial project. It was anticipated fundraising would start immediately.

A Blackie commented that the flat-topped design could encourage children to climb and jump off the structure. C Sargison agreed, given the close proximity to the school. I Lennie advised that the issue had been identified and the design was being reviewed from that perspective.

After further brief discussion regarding design, the Board requested staff return with a report to include details of location, lighting and funding requirements.

The Chair thanked the Woodend Lions for their deputation to the meeting and assured them they would be advised when staff would return with the requested report.

6 ADJOURNED BUSINESS
Nil.

7 REPORTS

7.1 **Secondary Emergency Access to Pegasus – B Rice (Senior Transport Engineer)**

K Stevenson spoke to the report. An emergency access could be provided but a permanent, alternative public connection to the existing one provided by Pegasus Boulevard would be considered at the time of the Woodend Bypass.

K Stevenson advised while there was need for further communication with residents, there had been discussion between Council staff and the Pegasus Residents Group (PRG) and emergency services. They had indicated their support for this approach to residents’ concerns regarding the perceived risks of a single existing vehicular entrance and egress to the town.

R Mather advised that she was aware of gas leaks at Pegasus and that they were not located at the gas tanks on Atkinsons Lane as was identified as a potential hazard point for gas leaks in the report. K Stevenson noted this risk.

R Mather requested clarification of the report’s recommended gate locking options, and asked if residents living in proximity to the gate would be requested to store an accessible key for emergency services to open the gate as required. C Sargison advised that there was a standard procedure with emergency services regarding keys for emergency accesses across the district. K Stevenson commented that this option could be a future discussion to be had with emergency services and PRG.
R Mather queried whether the ‘no parking’ restriction would extend to the eastern footpath. K Stevenson commented it would not, and assured her local residents would be consulted to ensure all had opportunity to contribute to the planned restrictions.

R Mather asked if signage would be erected to indicate the ‘no-stopping’ was to ensure emergency access, suggesting this may assist with compliance. K Stevenson acknowledged this advice, and would have staff follow up.

R Mather queried whether the kerb would require modification. K Stevenson commented its suitability for a vehicle crossing would be considered as part of the design plans for the emergency access gate. S Powell suggested that the kerb would require modification given that it may be used by ambulances transporting patients.

Moved R Mather seconded A Thompson

THAT the Woodend-Sefton Community Board:

(a) Receives report No. 170427041307.

(b) Supports delaying further investigations into a second road connection between Pegasus and Woodend until a construction time for the Woodend Bypass is confirmed.

(c) Approves:
   i. The construction of an unsealed access way between the end of Pegasus Main Street and the walkway carpark at the end of Gladstone Road;
   ii. The installation of a manual gate on the wire rope fence where it crosses the above access way;
   iii. The provision of a chain and padlock on the gate, to be keyed to suit existing master keys held by emergency services; and

Recommends that the Council:

(d) Includes the no parking at the southern end of Pegasus Main Street at the above access way in the Schedule of Parking Restrictions.

(e) Notes that final design of the above features will be subject to consultation with emergency services, the Pegasus Residents Group, and directly affected property owners.

CARRIED

R Mather stated she had initially believed the route should be freely accessed, however, having considered all information now agreed it should be for emergency use only. The options for alternate vehicular public access in and out of Pegasus would be revisited when the Woodend bypass was designed and opened for consultation. R Mather noted early plans of Pegasus indicated a general access point at the end of Infinity Drive.

S Powell acknowledged there might be some in the community who would be disappointed that this access point would not be opened as an alternate public route. However, she believed there were enough state highway traffic issues currently in Woodend without complicating these with merging traffic from an adjoining sealed route from Pegasus through to Gladstone Road.

J Archer commented that historically this route had never been considered for general access.
Moved A Blackie   seconded R Mather

THAT the Woodend-Sefton Community Board meeting adjourn for a workshop at 7.29pm.

CARRIED

The meeting reconvened at 8.15pm.

8   CORRESPONDENCE
Letter tabled from the Woodend Community Association (Trim: 170516049345).

9   CHAIRPERSON’S REPORT
9.1 Chairperson’s Report for April-May 2017
- Thanked Board members present at the Annual Plan Hearing in Kaiapoi for their support of her presentation of the Board’s submission.
- Commented on feedback from the Sefton community of being appreciative of the Board’s presence at the Sefton Anzac Service.
- With regard to the Sefton Public Hall: commented that the committee was finding the post-earthquakes insurance and remediation process difficult and time consuming. The plans were currently with an engineer before being referred to the Council. Fundraising was required to meet the shortfall. It was an important facility, which a wide range of groups used, including Sefton School.

Moved S Powell   seconded A Allen

THAT the Woodend-Sefton Community Board:
(a) Receives report No.170502042962.

CARRIED

10   MATTERS FOR INFORMATION
10.1 Oxford-Ohoka Community Board meeting minutes – 6 April 2017
(Trim No. 170406033740)
10.2 Rangiora-Ashley Community Board meeting minutes – 15 April 2017
(Trim No. 170406033880)
10.3 Kaiapoi-Tuahiwi Community Board meeting minutes – 24 April 2017
(Trim No. 170426040015)
10.4 Customer Satisfaction Survey 2016 Reports – District Planning and Regulatory Performance – Report to District Planning and Regulation Committee – 18 April 2017 (Trim No. 170331031689)

Moved S Powell   seconded J Archer

THAT the Woodend-Sefton Community Board receives the information in items 10.1-10.5.

CARRIED
MEMBERS' INFORMATION EXCHANGE

All members had attended various events and meetings for elected members, including those specified.

11.1 A Allen

- Community Networking Forum, Kaiapoi:
  - Introduced to a wide range of community groups.
  - Inquired how the existence of those groups could be effectively communicated and queried if the Board’s Facebook page was the right medium for that. The Board indicated their support for community groups to be advertised on their Facebook page.
- Sefton Anzac Service:
  - Had advised organisers of potential Council assistance they could access with preparation of future services.
- Kaiapoi Anzac Day Dawn Service.
- Pegasus Lions rubbish collection:
  - Participated, but was personally disappointed with the low support.
- Waimakariri Health Advisory Group meeting (WHAG):
  - The speaker explained the District Liquor Licensing process.
  - Potential for a teenage mental health programme focused on social media to be run in the district.
- Combined PRG and Neighbourhood Support meeting with Police:
  - Potential for camera with licence plate recognition to be located at Pegasus roundabout.
- North Canterbury Neighbourhood Support (NS):
  - Seeking to get more young families involved so an old-fashioned community picnic to engage with them is planned for 9 July 2017.

11.2 A Thompson

- Northern Pegasus Bay Bylaw Implementation Working Group:
  - Good progress was being made.
- Taranaki Stream Reserve:
  - Concern from neighbours raised about a walkway.
- Cattle crossing on Waikuku Beach Road:
  - A longer-term solution was required to prevent the road deteriorating, and matters are being cooperatively worked through between the Council and landowner.

11.3 A Blackie

- Coastal Rural Drainage Committee:
  - Concern had been raised regarding implications for rural drainage if glyphosate was banned.
- Kaiapoi Regeneration Steering Group:
  - Working through the red zone related processes.
  - Information flyers had been distributed to neighbours adjacent to the new proposed road in northeast Kaiapoi, and would be forwarded to Board Members.
- 3 Waters Working Group:
  - Continuing to consider standardising rating systems across the district before a recommendation would be made to the Council.
- Annual Plan Hearings:
  - There had been a presentation with issues similar to that of Woodend School from Oxford Area School. Flashing speed reduction signs were a common theme.
- Million Metre Trees, a crowd funded initiative for planting trees:
  - Looking for projects (particularly coastal) in the district.
11.4  **J Meyer**
- Roading:
  - Progress of projects including Kaiapoi West. The Redwood tree had been removed.
- Annual Plan:
  - There had been fewer submissions and requests through the Annual Plan process than typically experienced the last few years.

11.5  **R Mather**
- Pegasus Community Centre:
  - Will be operational in June.
- Canterbury Community Law Privacy workshop.
- Combined PRG and Neighbourhood Support (NS) meeting with Police.
- PRG:
  - Challenging the emergency access way decision.
  - Upcoming fundraiser at Flat White Cafe.
  - AGM held Tuesday 9 May 2017.
  - Attended Safe Roads Alliance meeting.
    - Worthwhile in identifying areas of concern from Saltwater Creek to Belfast. New Zealand Transport Agency (NZTA) had been surprised community groups were supportive of lowering speeds.
  - Queried whether the shade sails at Pegasus playground had been installed. C Sargison advised that staff were in the process of installing. They would only be up during summer.
- Woodpecker Community Trust:
  - Revising constitution and would contact the Board regarding a representative.
- The Karen Eastwood Memorial concept design had been sent to staff.

11.6  **J Archer**
- Sefton Domain Advisory Board (SDAB):
  - Consideration of wetland planting in a ‘wet’ corner of the Domain.
- Completed concept design for Karen Eastwood Memorial.
- Attended Safe Roads Alliance:
  - Worthwhile meeting with local knowledge provided.
- Woodend Community Association (WCA):
  - Made an Annual Plan Hearing submission.
- Woodend Beach Road walkway nearly completed.
  - The WCA are planning an opening function of the walkway.

12  **CONSULTATION PROJECTS**
12.1  **Woodend Beach Speed Limits Review**

   The Board noted the Consultation Project.

13  **FOSTERING COMMUNITIES**

   Nil.
14 REGENERATION PROJECTS
14.1 Town Centres, Woodend-Pegasus
14.2 New Arterial Road, Kaiapoi

The Board noted the Regeneration Projects.

15 BOARD FUNDING UPDATE
15.1 Board Discretionary Grant
15.2 General Landscaping Budget

The Board noted the balances.

C Sargison advised a report regarding the potential uses for the General Landscaping Budget would come before the Board in June.

16 MEDIA ITEMS
16.1 A Thompson advised that the Board’s Facebook Page has been launched. The Board decided a workshop would be held at the next meeting to discuss the best way to use the forum.

16.2 R Mather advised the Board had an article published in the latest edition of the Woodpecker.

17 QUESTIONS UNDER STANDING ORDERS

There were no questions under Standing Orders.

18 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

There was no urgent general business under Standing Orders.

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board is scheduled for 7pm, Monday 12 June 2017 at the Pegasus Community Centre, 8 Tahuna Street.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.53PM.

CONFIRMED

________________
Chairperson

________________
Date
Workshop: item 2: 7.29pm - 8.15pm, items 1 and 3: 8.55pm - 9.04pm

1. Rangiora-Woodend Road Speed Limits. K Stevenson (Roading Manager)
   A follow up session to previous discussions regarding cycleways and the Woodend School's deputation to Board in March 2017.

   Extensive Board and staff interactive discussion regarding Rangiora-Woodend Road Speed Limits in relation to current traffic use, and probable future use with residential development at Ravenswood. K Stevenson will provide a report to the Board regarding options for Rangiora-Woodend Road speed limits and/or treatment, in due time.

2. Revising the draft Community Board Plan. K Ward (Community Board Advocate)

   Board members would consider the revised draft copies distributed at the meeting and email feedback to staff by 18 May 2017. A report will be brought to the June meeting for the Board to sign-off the final version of the Plan.
MINUTES OF THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE WEST EYRETON HALL, 2 EARLYS ROAD, WEST EYRETON ON THURSDAY 8 JUNE 2017 AT 7PM.

PRESENT
D Nicholl (Chair), M Brown (Deputy Chair), W Doody, J Ensor, S Farrell, K Felstead, J Lynn, and T Robson.

IN ATTENDANCE
S Markham (Manager, Strategy and Engagement), K Stevenson (Roading Manager), E Cordwell (Governance Advisor), and L Courtney (Governance Secretary).

1 APOLOGIES
Nil.

2 CONFLICTS OF INTEREST
Nil.

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Oxford-Ohoka Community Board – 4 May 2017

Moved M Brown seconded S Farrell
THAT the Oxford-Ohoka Community Board:
(a) Confirms the circulated minutes of the Oxford-Ohoka Community Board meeting, held 4 May 2017, as a true and accurate record.
CARRIED

4 MATTERS ARISING
Nil.

5 DEPUTATIONS AND PRESENTATIONS
5.1 Ian Anderson, Isaac Community Association (ICA), read a prepared statement (Trim No. 170609059192) to the Board in relation the proposed Isaac Road Quarry outcome.

I Anderson, on behalf of the ICA, thanked the Board for its support in relation to the proposed quarry development along Isaac Road, Eyrewell. The ICA believed the Board’s support lead to a positive outcome, whereby Christchurch ReadyMix Concrete Limited (ReadyMix) moved their operation away from the residential area. He noted that ReadyMix still have Isaac Road as a possible site if the new location does not get Resource Consent, so the ICA are still working to have Isaac Road removed as a possible option for a quarry site.

D Nicholl read an email from Mike Ducray (Trim No. 170609059189), also thanking the Board for its support over the proposed Isaac Road location for the ReadyMix quarry. He highlighted Board member S Farrell for her recommendation to the Board, and to the Council, for any resource consent submitted by ReadyMix to be publicly notified. M Ducray also thanked the Chair and Board members for visiting the site and meeting with the community.
6 ADJOURNED BUSINESS

Nil.

7 REPORTS

7.1 Mandeville Speed Limits – K Stevenson (Roading Manager), B Rice (Senior Transport Engineer), and H Davies (Roading Project Engineer)

K Stevenson spoke to the report commenting that the consultation process undertaken differed slightly to previous consultation process, as staff were able to engage with the community earlier and get a better indication of what the community might want.

D Nicholl queried how effective the flashing speed signs were. K Stevenson replied that the signs in place at Pineacres were effective, noting they had been installed as a trial and had been approved by the New Zealand Transport Authority as a permanent fixture.

Moved J Ensor seconded T Robson

THAT the Oxford-Ohoka Community Board:

(a) Receives report No 170413036886.

(b) Approves consultation being carried out on the proposal to change speed limits within the Mandeville community, as outlined in Table 1, and shown on the attached plan (Trim No. 170519053890).

Table 1 Proposed Speed Limits

<table>
<thead>
<tr>
<th>Road</th>
<th>Section</th>
<th>Proposed Limit</th>
<th>Existing Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wards Road</td>
<td>From Bradleys Rd to the boundary of Millfield Subdivision</td>
<td>80km/h</td>
<td>100km/h</td>
</tr>
<tr>
<td>Dawsons Road</td>
<td>From Wards Rd for 800m north</td>
<td>80km/h</td>
<td>100km/h</td>
</tr>
<tr>
<td>Bradleys Road</td>
<td>From Tram Rd to 400m north of Modena Pl</td>
<td>80km/h</td>
<td>100km/h</td>
</tr>
<tr>
<td>Cul-de-sacs and access roads</td>
<td>Stone Eyre Pl, Pinewood Cl, Roscrea Pl, Wetherfield Ln, Braeburn Cr, Hampton Dr, Cowens Dr, Norris Dr, Coutts Dr, Mandeville Park Dr, Leyland Cres, Truro Cl, Ohoka Meadows Dr, Verona Pl, Modean Pl, Vicenza Dr, Biella Pl, Pesaro Ln, Velino Pl, Siena Pl, and Sillano Pl</td>
<td>50km/h</td>
<td>70km/h</td>
</tr>
</tbody>
</table>

(c) Notes that consultation on this proposal will be carried out between 16 June to 14 July 2017.

(d) Notes that the Board will be updated at the end of the consultation process.

(e) Notes that any submissions on the proposal will be taken into account before the change is presented to the Council on 1 August 2017 for consideration.

(f) Notes that the Tram Road speed limit will be considered further when the detailed design for the Mandeville commercial development is completed and options will be presented to the Board for their consideration at a later date.

CARRIED
J Ensor commented on the research, noting it not only lowers speed limits but also makes motorists aware of the slower speed in the area.

The meeting adjourned at 7.15pm for a brief Workshop and discussion relating to local roading matters. The meeting resumed again at 7.25pm.

7.2 **General Landscaping Budget - G Stephens (Green Space Community Engagement Officer)**

E Cordwell spoke briefly to the report.

Moved T Robson seconded J Lynn

**THAT** the Oxford-Ohoka Community Board:

(a) **Receives** report No. 170501042236.

(b) **Notes** that to date the Board has allocated $7,200 from its 2016/2017 General Landscaping Budget ($11,650) towards landscaping projects within the Oxford-Ohoka Community Area.

(c) **Notes** the Council carried over the remaining allocation of $4,450 into the 2017/2018 General Landscaping Budget.

**CARRIED**

7.3 **Report back on New Zealand Community Boards’ Conference 2017 – J Ensor (Board Member), S Farrell (Board Member), J Lynn (Board Member) and T Robson (Board Member)**

E Cordwell spoke briefly to the report.

Moved J Ensor seconded M Brown

**THAT** the Oxford-Ohoka Community Board:

(a) **Receives** report No. 170522051418.

(b) **Circulates** the attachments to the other Community Boards.

**CARRIED**

J Ensor commented briefly on each Board member’s report and suggested that a workshop be held to discuss some of the matters raised at the conference.

J Lynn supported J Ensor’s suggestion regarding a workshop. He commented that each Community Board has a different working relationship with its relevant Council and would like to explore this further in a workshop. He also commented on the representative for the Zone Committee and queried how this role was filled. W Doody advised that the role was advertised.

S Farrell raised the “Start with a Smile” initiative and thought it could be implemented in the Waimakariri District.

T Robson raised Youth Scholarships. He felt it was a good idea, commenting that other Councils used the initiative. He believed the Waimakariri District Council could consider something similar. It was suggested that this idea be raised at a future All Boards meeting.
8 CORRESPONDENCE
8.1 Thank you email from Mike Ducray, Isaac Community Association.
(Trim No. 170609059189)

The Board received the correspondence.

9 CHAIRPERSON’S REPORT
9.1 Chairperson’s Report for May 2017

Moved W Doody seconded J Ensor

THAT the Oxford-Ohoka Community Board:
(a) Receives report No. 170524052943.

CARRIED

10 MATTERS FOR INFORMATION
10.1 Woodend-Sefton Community Board meeting minutes – 8 May 2017 (Trim No. 170504043961)
10.2 Rangiora-Ashley Community Board meeting minutes – 10 May 2017 (Trim No. 170504043973)
10.3 Kaiapoi-Tuahiwi Community Board meeting minutes - 15 May 2017 (Trim No. 170511047432)
10.4 Customer Satisfaction Survey 2016 Reports – Community Support and Community and Recreation Services and Facilities - R McClung (Senior Policy Analyst) – Report to Community and Recreation Committee – 16 May 2017 (Trim No. 170503043774)
10.5 Library Update - P Ashbey (Libraries Manager) – Report to Community and Recreation Committee – 16 May 2017 (Trim No. 170505044853)
10.6 Capital Projects Report for the period ended 31 March 2017 - P Christensen (Finance Manager) – Report to Audit and Risk Committee – 16 May 2017 (Trim No. 170501041899)
10.7 Customer Satisfaction Survey 2016 Reports – Customer Service and Democratic Process, Communications and Overall Satisfaction - R McClung (Senior Policy Analyst) – Report to Audit and Risk Committee – 16 May 2017 (Trim No. 170503043785)
10.8 Community and Recreation Department Staff Submission - C Sargison (Manager Community and Recreation) – Report to Council – 30 May 2017 (Trim No. 170505044822)
10.9 Register of Interests for Elected Members - S Nichols (Governance Manager) – Report to Council – 6 June 2017 (Trim No. 170423039527)
10.10 Consultation of the Draft Waste Management and Minimisation Plan - S Collin (Infrastructure Strategy Manager) and K Waghorn (Solid Waste Asset Manager) – Report to Council – 6 June 2017 (Trim No. 170501042046)

Moved J Ensor seconded T Robson

THAT the Oxford-Ohoka Community Board receives the information in items 10.1-10.10.

CARRIED
11 MEMBERS’ INFORMATION EXCHANGE

11.1 **J Ensor**
- Attended Eyreton Pony Club meeting.
- Spoke, in a personal capacity, to a number of submissions to the Council’s 2017/2018 Annual Plan.
- Attended Combined Drainage meeting.
- Queried work being carried out on Ohoka Domain building. J Lynn clarified that it was earthquake strengthening related work.

11.2 **M Brown**
- Attended Combined Drainage meeting.
- Has held a number of conversations with members of the community, noting no negative feedback.
- Has been in contact with Oxford Pony Club.

11.3 **S Farrell**
- Supported a community petition to the Council’s Annual Plan in relation to reducing the speed limit in the Oxford township. Distributed document outlining background and residents’ concerns on speed issues in Oxford, for members to read in preparation for the Board’s upcoming Roading briefing.
- Oxford Historical Society AGM.
- Attended Pearson Park Advisory Group meeting. Discussed plans for development of outdoor stage and multi-directional sign.
- Attended Oxford Promotions Action Committee event to launch Enshi photo exhibition at Emma’s in Oxford.
- Queried email from Council staff regarding development of Tram Road by the corner of McHughs Road. Staff to follow up whether local residents have been made aware of the work being carried out.

11.4 **J Lynn**
- Attended Combined Drainage meeting.
- Attended All Boards meeting.
- Attended Iwi Management Plan training.
- Met with Councillor Meyer in relation to speed limits in Ohoka.
- Met with Council’s Green Space staff regarding the Ohoka Domain.
- Provided an update on the Ohoka Domain Gatehouse.

11.5 **T Robson**
- Attended Pearson Park Advisory Group meeting.
- Attended New Zealand Auto Club event which was well attended.
- Attended Combined Drainage meeting.
- Attended Ashley Gorge Advisory Group meeting.

11.6 **D Nicholl**
- Commented on Board’s strong attendance at All Boards meeting.

11.7 **W Doody**
- Tabled report (Trim No. 170609059187).
- Commented on Waste Management and Minimisation Plan. There was discussion regarding the promotion and consultation of the plan.
- Commented on the Draft District Development Strategy, noting community Drop In sessions.
11.8 **K Felstead**
- J Lynn sought an update on the outcome of Easter Trading consultation. It was advised that the Council voted to keep the status quo.

12 **CONSULTATION PROJECTS**
12.1 **Mandeville Speed Limits**
12.2 **Waste Management and Minimisation Plan**
The Board noted the Consultation Projects.

13 **REGENERATION PROJECTS**
13.1 **Town Centre, Oxford**
13.2 **New Arterial Road, Kaiapoi**
The Board noted the Regeneration Projects.

14 **BOARD FUNDING UPDATE**
14.1 **Board Discretionary Grant**
14.2 **General Landscaping Budget**
The Board noted the balances.

15 **MEDIA ITEMS**
There were no media items.

16 **QUESTIONS UNDER STANDING ORDERS**
There were no questions under Standing Orders.

17 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**
There was no urgent general business under Standing Orders.

**NEXT MEETING**
The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Thursday 6 July 2017 at the Oxford Town Hall.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED 8.19PM.
CONFIRMED

__________________________
Chair

__________________________
Date

PRESENT
J Hoult (Chair), K Galloway, J Gerard QSO, and D Lundy.

IN ATTENDANCE
S Morrow (Land Information Officer), C Brown (Community Green Space Manager) and E Cordwell (Governance Advisor).

1 APOLOGIES
Nil

2 CONFLICTS OF INTEREST
J Gerard advised of a conflict with item 6.1 (b) 4.

3 INTRODUCTION FROM STAFF
S Morrow and C Brown introduced themselves to the Committee.

4 DEPUTATIONS AND PRESENTATIONS
4.1 Paul McGowan, Westpark Rangiora Limited, spoke to the Committee regarding the proposed road names for part of the Westpark subdivision (refer item 6.1). P McGowan advised that the proposed names of Brantholme and C E Lewis were based on the historical ownership of the land and the other proposals referred to names on the Master List of Pre-approved Rangiora Road Names. He advised that he had worked closely with staff throughout.

K Galloway queried whether Road 1 was tree lined and therefore had the appearance of a Boulevard. P McGowan advised that it was tree lined on both sides and that the Council’s Green Space unit had advised on this.

K Galloway queried the proposed C E Lewis Close as this was unusual to have initials included. P McGowan replied that the C E Lewis name was proposed as he understood that there was a small road in Loburn which was named Lewis Road and even though this was in a geographically and distinctly different part of the district, the initials had been added as a potential distinction for the Committee’s consideration. Clarence Ernest Lewis being the full name of the original land owner.

J Gerard also queried the location of the existing Lewis Road.

4.2 Simon Bain and Jonathan Bain, Windsor Park Limited, spoke to the Committee regarding the proposed road names for the Windsor Park subdivision development and the reserve area within. (refer items 6.2 and 6.3).

S Bain advised that the subdivision had an established English theme for both existing roads and plantings which they wished to continue and reflect in the proposed additional road names. S Bain presented a comprehensive overview of the development and the location of both the roads and the reserve area.
S Bain advised that the reserve area was already being identified by locals as Windsor Park; they believed it provided a focal point and that the name reflected a sense of place and community.

J Gerard queried the reason for the difference between the use of Close and Place for two of the proposed names and whether the same descriptor should be used in both cases given the similarity of the roads themselves as on the plan. S Bain responded that it was about how the names sounded and also offered an element of distinction to the road names for residents.

K Galloway queried this further. S Bain provided further information on the nature of the development and the style that was being offered to residents for which road naming was also important.

J Gerard queried the context for the name Winterslow. J Bain advising that it was an English town.

J Hoult asked if there had been any consideration of a historical connection, for example Brick Kiln. S Bain advised that there was already a Hills Road and Brick Kiln Road in Rangiora and close to the development.

J Hoult also asked about access to the new sub division and the potential impact on existing residents. S Bain advised that the Council had given temporary permission for access via Arlington Boulevard until the development was completed.

S Bain advised (with P McGowan concurring) that the two roads (with the proposed names of Salisbury and Chatsworth) continued into the adjacent Westpark development through to Lehmans Road. The developers of Westpark had agreed that the road names should also continue.

J Hoult also queried the size of the reserve area. S Bain advised that it was around 4000m².

J Hoult asked if there were any plans to ensure that the houses were energy efficient, perhaps through the use of solar panels or the re-use of grey water. S Bain advised that they were controlling the development, and much of the house building, and were ensuring that appropriate energy efficient standards were being met. S Bain advised they would reflect on these additional suggestions.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 Road Naming – Westpark Rangiora Limited – S Morrow (Land Information Officer)

The Committee received the report.

E Cordwell advised the Committee regarding section 4.6 of the Waimakariri District Council Naming of Roads and Streets (including private roads) Policy regarding the use of similar or same names for roads in the district. (TRIM 120712043907).

G Gerard queried the exact location of the current Lewis Road. S Morrow confirmed that it was a road of approximately four to five houses within the View Hill township with a postal and physical address of View Hill.

The Committee explored the Lewis and CE Lewis names at length and concluded that there was sufficient and significant difference in location, that it would not cause any confusion to postal or emergency services. The Committee also noted that few dwellings had the Lewis Road, View Hill address.
Moved K Galloway seconded D Lundy

THAT the Rangiora-Ashley Road and Reserve Naming Committee:

(a) Receives report No 170529054691.

(b) Approves the following road names as marked on the plan (Trim No. 170529054691) as road numbered 1-4:

1. Westpark Boulevard
2. Brantholme Place
3. Lewis Close
4. Gerard Place

CARRIED

Note: J Gerard sat back from the table for item (b) 4 and took no part in the voting thereon.

K Galloway thanked staff, noting the content of P McGowan’s deputation, and believed that all the proposed names were appropriate.

D Lundy supported K Galloway and was pleased that the names would reflect the contribution that local people had made to the area.

J Hoult also commented that she was pleased to see the name Brantholme remembered and that it reflected the history of the area.

6.2 Road Naming – Windsor Park Subdivision Rangiora – S Morrow (Land Information Officer)

The Committee received the report.

D Lundy queried whether there were any other similar road descriptors such as Close co-located in the Windsor Park development, or in any other development.

S Morrow did not have the information to hand but was not aware of any from personal recollection.

Moved K Galloway seconded J Gerard

THAT the Rangiora-Ashley Road and Reserve Naming Committee:

(a) Receives report No 170530055266.

(b) Approves the following road names as marked on the plan (Trim No. 170530055266) as road numbered 1-6:

1. Salisbury Avenue
2. Pembrook Close
3. St James Place
4. Chatsworth Avenue
5. Roche Court
6. Winterslow Lane

CARRIED

K Galloway expressed his support for the names and believed they fit well with the nature of the development, which he noted was relatively intensive.

J Gerard also expressed his support for the proposed names.
6.3 **Naming of new reserve the Windsor Subdivision – C Brown (Community Green Space Manager)**

C Brown advised that staff were supportive of the proposed name.

J Gerard queried whether a playground was planned and if it would be supported and financed by the developers. C Brown advised that it was, and that the Council would prefer to ensure that the playground was developed prior to any housing development commencing.

The developers had also indicated that a small toilet block was planned.

Moved J Gerard    seconded D Lundy

**THAT** the Rangiora-Ashley Road and Reserve Naming Committee:

(a) **Receives** report No. 170602056867.

(b) **Approves** Windsor Park as the name for the Neighbourhood Reserve (local catchment) which will be developed as part of the new subdivision being developed in west Rangiora known as the Windsor Park Subdivision.

**CARRIED**

6.4 **Road Naming – Elm Green, Rangiora – S Morrow (Land Information Officer)**

S Morrow spoke to the report.

K Galloway queried whether the existing name had already been included in any formal mapping or Land Information New Zealand (LINZ) databases. S Morrow advised that signage had been installed but was not aware whether the name had been incorporated within LINZ or other mapping mechanisms.

Moved K Galloway    seconded D Lundy

**THAT** the Rangiora-Ashley Road and Reserve Naming Committee:

(a) **Receives** report No 170524052971.

(b) **Approves** the alteration to the existing road name of McPhail Avenue to the correct spelling of MacPhail Avenue.

**CARRIED**

K Galloway believed this was a sensible approach and that the spelling error should be rectified and communicated to LINZ and other parties as soon as possible.

6.5 **Potential Road Name for Rangiora-Ashley Ward – S Morrow (Land Information Officer)**

S Morrow presented his report advising that the proposed name of Croft be incorporated on the Master List of Pre-Approved Rangiora-Ashley Community Area Road Names and annotated to identify it specifically for a future road name in Loburn to reflect the local meaning.

The Committee noted the information within the report provided by the Croft family.

D Lundy queried the criteria for naming adjoining roads to main roads referring specifically to properties on a feeder road to Loburn-Whiterock Road but which have a Loburn-Whiterock Road postal address. S Morrow advised that there
have been various protocols and LINZ standards over the years and that such a convention would not be used today. Under current guidelines the feeder road and associated properties would have its own road name identifier.

S Morrow advised that if the community wished to suggest a change to a road name, that could be raised by the community and reviewed as appropriate.

Moved J Gerard seconded K Galloway

THAT the Rangiora-Ashley Road and Reserve Naming Committee:

(a) Receives report No 170530055280.

(b) Approves that new road name Croft be added to the Master List of Pre-Approved Rangiora-Ashley Community Area Road Names for future use in the Loburn area

CARRIED

NEXT MEETING

The next meeting of the Rangiora-Ashley Road and Reserve Naming Committee will convene as required.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 3.45PM

CONFIRMED

__________________________
Chair

__________________________
Date
MINUTES OF THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD
HELD IN THE COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE, 215 HIGH
STREET, RANGIORA ON WEDNESDAY 14 JUNE 2017 AT 7.02PM.

PRESENT
J Gerard QSO (Chair), D Lundy (Deputy Chair), P Allen, R Brine, M Clarke, K Galloway, D Gordon, J Hoult, S Lewis, G Miller, C Prickett, and P Williams.

IN ATTENDANCE
J Millward (Manager Finance and Business Support), K Stevenson (Roading Manager), E Cordwell (Governance Advisor), and E Stubbs (Minute Secretary).

1 APOLOGIES
Nil.

2 CONFLICTS OF INTEREST
Nil.

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Rangiora-Ashley Community Board – 10 May 2017

Moved P Allen seconded D Gordon

THAT the Rangiora-Ashley Community Board:

(a) Amends the minutes of the Rangiora-Ashley Community Board meeting held 10 May 2017 to include R Brine as present.

(b) Confirms the circulated minutes of the Rangiora-Ashley Community Board meeting, held 10 May 2017, as a true and accurate record.

CARRIED

4 MATTERS ARISING
Nil.

5 DEPUTATIONS AND PRESENTATIONS
Nil.

6 ADJOURNED BUSINESS
Nil.

7 REPORTS
7.1 Rangiora Speed Limit Reviews - K Stevenson (Roading Manager), H Davies (Roading Projects Engineer), and C Sexton (Intern Engineer)

K Stevenson spoke to the report seeking the Board’s approval to consult on proposed changes to speed limits in Rangiora during June/July 2017.

G Miller asked if consideration had been given to extending the proposed speed limit reduction along River Road to Cones Road. K Stevenson advised that it had been raised but due to the lack of support it has not be included in
the current proposal. However, if community feedback does support it then it could be reconsidered.

P Allen asked why the road between West Belt and Lehmans Road had not been better aligned during its recent upgrade. K Stevenson replied that it was a short term solution to discourage trucks and other large vehicles from using West Belt. The road still provided a good level of service and there may be a future project to build a new road.

C Prickett queried the timeframe for such a new road. K Stevenson replied that it would be presented for consideration through the Long Term Plan (LTP) process, although any land purchase and negotiations might take a few years to complete.

C Prickett queried the speed statistics and how these were collected, analysed and used to support Speed Limit change proposals. K Stevenson advised that the methodology, used nationally, is defined by the New Zealand Transport Authority.

K Galloway asked whether there were any implications for damage to the tar seal on River Road/Lehmans Road corner and if additional heavy trucks were to use that route. K Stevenson replied that it was durable and would withstand such usage.

K Galloway asked if the Lehmans Road to Townsend Road section would be reduced to 80km/hr as he believed there were potential traffic safety issues in that area. K Stevenson advised that a Speed Management Plan was being developed for the district as a whole and that this would be used to inform future planning and identify priority areas.

Moved G Miller seconded M Clarke

THAT the Rangiora-Ashley Community Board:

(a) Receives report No. 170316025654.

(b) Approves consultation being carried out on the proposal to change speed limits on Kippenberger Avenue, Northbrook Road, Lehmans Road and River Road, as outlined in Table 1, and shown on the plan (Trim No. 170518050244).

Table 1 Proposed Speed Limits

<table>
<thead>
<tr>
<th>Road</th>
<th>Section</th>
<th>Proposed Limit</th>
<th>Existing Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kippenberger Avenue</td>
<td>From Watkins Place to east of Devlin Place</td>
<td>50km/h</td>
<td>70km/h</td>
</tr>
<tr>
<td>Northbrook Road</td>
<td>From Papawai Drive to east of Goodwin Street</td>
<td>50km/h</td>
<td>100km/h</td>
</tr>
<tr>
<td>Kippenberger Avenue</td>
<td>From the proposed 50km/h change point to 500m east of Golf Links Road</td>
<td>80km/h</td>
<td>70-100km/h</td>
</tr>
<tr>
<td>Woodend Road</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lehmans Road</td>
<td>From Oxford Road to River Road</td>
<td>80km/h</td>
<td>100km/h</td>
</tr>
<tr>
<td>River Road</td>
<td>From Lehmans Road to West Belt</td>
<td>80km/h</td>
<td>100km/h</td>
</tr>
</tbody>
</table>

(c) Notes that the existing speed limits are shown in Table 1.

(d) Notes that consultation on this proposal will be carried out between 23 June and 14 July 2017.

(e) Notes that the Board will be updated at the end of the consultation process.
(f) **Notes** that any submissions on the proposal will be taken into account before the change is presented to the Council on 1 August 2017 for consideration.

CARRIED

G Miller commented that the proposed changes would improve vehicle safety and be a good improvement to the area. He was pleased that further work was in hand regarding both roading and speed limit analyses.

M Clarke believed the proposed reduction to 80km/hr would be very beneficial.

C Prickett was a little dubious as to whether drivers would actually adhere to the reduced speed limit on Rangiora-Woodend Road.

7.2 **Approval for change of priority at West Belt / River Road intersection - K Stevenson (Roading Manager)**

K Stevenson spoke to the report regarding the proposed change of road priority at the West Belt - River Road intersection. Priority would be given to traffic using River Road, with traffic using West Belt being subject to a STOP control at the junction of West Belt with River Road. Better definition of the intersection would be achieved through reshaping the road, kerb and channel, and installation of an island.

K Stevenson advised that staff had consulted with truck drivers on the proposed changes were generally supportive of the proposal, and had indicated that many trucks currently avoid the River Road route due to the current intersection layout and priorities.

C Prickett asked if there might be any negative impact on eastbound traffic. K Stevenson replied that there may be some but the safety improvements of the new intersection layout were of wider benefit.

K Galloway commented that there could be an increase in the amount of traffic using River Road and asked if there would be signs advising of the change in intersection layout. K Stevenson replied there was always a period when drivers needed to acclimatise to a new road layout and that there would be signage including ‘advance warning signs’. The island would also assist with visibility of the upcoming junction.

R Brine noted the traffic issues that had necessitated the roundabout at the West Belt/High Street intersection and whether there might be similar issues at the Lehmanns Road–Oxford Road intersection. K Stevenson replied that it may be a possibility over time, but would be dependent on the rate of growth. River Road had been upgraded to discourage trucks from using West Belt and that such large vehicles found it difficult to manoeuvre roundabouts. Any possible changes would require careful planning.

Moved R Brine seconded P Williams

**THAT** the Rangiora-Ashley Community Board:

(a) **Receives** report No. 170516049123.

(b) **Authorises** the following intersection controls pursuant to Section 2 of the Land Transport Rule: Traffic Control Devices 2004 with effect from the date of installation of the appropriate signage:

<table>
<thead>
<tr>
<th>Road to be controlled</th>
<th>Road to be uncontrolled</th>
<th>Type of Control to be Imposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>West Belt</td>
<td>River Road</td>
<td>Stop</td>
</tr>
</tbody>
</table>
(c) **Authorises** the removal of the following intersection controls pursuant to Section 2 of the Land Transport Rule: Traffic Control Devices 2004 with effect from the date of installation of the appropriate signage:

<table>
<thead>
<tr>
<th>Road with control removed</th>
<th>Uncontrolled road</th>
<th>Type of Control to be Removed</th>
</tr>
</thead>
<tbody>
<tr>
<td>River Road</td>
<td>West Belt</td>
<td>Give Way</td>
</tr>
</tbody>
</table>

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

CARRIED

R Brine believed the benefits of the intersection change would outweigh the disadvantages. He expressed concerns regarding the Lehmans Road–Oxford Road intersection but noted that staff had been quick to respond to similar issues at West Belt–Oxford Road intersection.

P Williams was supportive of the motion and felt that enabling trucks to have the 'right of way' was logical in terms of overall safety.

7.3 **Applications for Rangiora-Ashley Community Board Discretionary Grant 2016-2017 – E Cordwell (Governance Advisor)**

E Cordwell spoke briefly to the report.

K Galloway queried the status of the Rangiora Festival Charitable Trust.

D Gordon advised that they were an established charitable trust and the trustees were made up of local business owners.

K Galloway asked where the festival would be held and E Cordwell replied it would be throughout Rangiora over the festival period. The Festival had run for the first time in 2016 with a number of events being held in the High Street and Conway Lane.

C Prickett referred to the infestation of nematode in the bowling green at the Cust Bowling Club and outlined how this would be removed.

E Cordwell advised that the Club intended to completely remove the existing turf and spray before any replacement work was carried out.

Moved K Galloway seconded J Hoult

**THAT** the Rangiora-Ashley Community Board:

(a) **Receives** report No.170518050507.

(b) **Approves** a grant of $500 to Cust Bowling Club towards the costs of turf spraying, re-levelling, plinth renewal, re-seeding and other work to

(c) **Approves** a grant of $500 to the Rangiora Festival Charitable Trust towards the costs associated with the Rangiora Winter Festival.

(d) **Requests** that staff take all necessary steps to enable the unspent 2016/2017 Discretionary Grant Fund of $3054.04 to be carried forward and added to the Board’s 2017/18 Fund.

CARRIED

K Galloway was satisfied with the answers to his queries and strongly supported the carry forward of funds to the next financial year to benefit the community.

J Hoult was pleased to see an application and grant approved for a community group outside of the Rangiora area. She suggested board members needed to be in contact with a wider range of groups who might benefit from such funds.
7.4 Report back on New Zealand Community Boards’ Conference 2017 – J Gerard QSO (Board Chair), J Hoult (Board Member), S Lewis (Board Member), D Lundy (Board Deputy Chair), and C Prickett (Board Member)

J Gerard commented that the reports were full and comprehensive. He agreed with J Hoult that the handling of the conference Best Practice Awards was poor. E Cordwell would provide feedback to LGNZ.

J Gerard commented that the conference highlighted how fortunate the Waimakariri District was in its relationship between staff and Council.

Moved S Lewis seconded D Lundy

THAT the Rangiora-Ashley Community Board:

(a) Receives report No.1705310555432.

(b) Circulates the attachments to the other Community Boards.

CARRIED

8 CORRESPONDENCE

Nil.

9 CHAIRPERSON’S REPORT

9.1 Chair’s Diary for May 2017

Moved J Gerard seconded P Allen

THAT the Rangiora-Ashley Community Board:

(a) Receives report No. 170608058235.

CARRIED

10 MATTERS FOR INFORMATION

10.1 Oxford-Ohoka Community Board meeting minutes – 4 May 2017 (Trim No. 170504043923)

10.2 Woodend-Sefton Community Board meeting minutes – 8 May 2017 (Trim No. 170504043961)

10.3 Kaiapoi-Tuahiwi Community Board meeting minutes - 15 May 2017 (Trim No. 170511047432)

10.4 Customer Satisfaction Survey 2016 Reports – Community Support and Community and Recreation Services and Facilities - R McClung (Senior Policy Analyst) – Report to Community and Recreation Committee – 16 May 2017 (Trim No. 170503043774)

10.5 Library Update - P Ashbey (Libraries Manager) – Report to Community and Recreation Committee – 16 May 2017 (Trim No. 1705050448535)

10.6 Capital Projects Report for the period ended 31 March 2017 - P Christensen (Finance Manager) – Report to Audit and Risk Committee – 16 May 2017 (Trim No. 170501041899)

10.7 Customer Satisfaction Survey 2016 Reports – Customer Service and Democratic Process, Communications and Overall Satisfaction - R McClung (Senior Policy Analyst) – Report to Audit and Risk Committee – 16 May 2017 (Trim No. 170503043785)

10.8 Register of Interests for Elected Members - S Nichols (Governance Manager) – Report to Council – 6 June 2017 (Trim No. 170423039527)
10.9 Consultation of the Draft Waste Management and Minimisation Plan - S Collin (Infrastructure Strategy Manager) and K Waghorn (Solid Waste Asset Manager) – Report to Council – 6 June 2017 (Trim No. 170501042046)

10.10 Community and Recreation Department Staff Submission - C Sargison (Manager Community and Recreation) – Report to Council – 30 May 2017 (Trim No. 170505044822)

Moved P Allen seconded J Gerard

THAT the Rangiora-Ashley Community Board receives the information in items 10.1-10.10.

CARRIED

11 MEMBERS’ INFORMATION EXCHANGE

11.1 Murray Clarke

- Noted a good discussion with staff regarding River Road queries.
- Library users concerns regarding problems with parking during a weekend car rally event had been answered comprehensively and helpfully by C Brown (Community and Greenspace Manager)
- Attended site visit to Koura Reserve

11.2 P Allen

- A Register of Interests for Elected Members had been approved at the recent Council meeting. The Auditor General recommends a register as good practice but it is not compulsory.
- Volunteer Working Party – there had been a good turnout, the working party was working hard to promote volunteering in the community.
- Attended site visit to Koura Reserve
- Waimakariri Health Advisory Group (WHAG) monthly meeting had addressed:
  - Access issues around the District in particular for public toilets. A draft policy was being prepared.
  - Health Hub and which services may be relocated
  - 24/7 coverage is still under review by the Canterbury District Health Board (CDHB).
  - The 24 Hour surgery has moved from Bealey Avenue to Madras Street

11.3 R Brine

- Waste Minimisation Management Plan is now out for public consultation. There are a range of proposals of importance and relevance to the community. The Board may wish to make a submission. Hearings are currently scheduled for early September.
- Attended site visit to Koura Reserve

11.4 K Galloway

- Had worked with C Brown and M Johnston (Environmental Services Manager) regarding the amount of street frontage obstructions on High Street leading to a successful outcome.
- Had met with D Gordon.
- Attended Koura Reserve site visit.
- Attended Mahaaanui Kurataiao Ltd (MKT) meeting at Tuahiwi Marae.
- Supported the Elephant Park upgrade.
- Met with a group from Hanmer Springs interested in the Rangiora Dog Park.
- Attended Road and Reserve Naming Committee meeting.
- Visited Ohoka Market
11.5 **D Lundy**
- Expressed thanks for the opportunity to attend the Community Boards’ Conference. Commented that it was very valuable.
- Attended Koura Reserve site visit.
- Civil Defence training.
- Attended Road and Reserve Naming Committee meeting.

Requested feedback on the reorganisation of the Rural Fire Service. Staff to arrange.

11.6 **D Gordon**
- Council had approved the introduction of a Register of Interests for Elected Members.
- Attended Rangiora Promotions AGM. Commented the group was going “from strength to strength”.
- Attended Friends of Rangiora Town Hall meeting, there were a number of new initiatives.
- As a member of the Youth Council had attended two meetings. Some suggestions may be forthcoming to support improved engagement between the Youth Council and other formal bodies such as the Council and Community Boards.
- District Development Strategy - encouraged Board members to support the Drop-In sessions.
- Annual Plan feedback to submitters would be going out shortly.
- Attended Three Waters Rating workshops together with other Councillors.
- Attended sewerage ponds site visit with P Williams.
- Attended Hākui: Women of Kāi Tahu celebrating the lives and legacies of respected Kāi Tahu wāhine (Ngāi Tahu women) at Canterbury Museum and recommended the exhibition.
- Attended site visit to Koura Reserve

Requested feedback on progress regarding Rangiora High Street lights. Staff to follow up.

11.7 **P Williams**
- Visit to Rangiora sewerage ponds – major undertaking and good to see upgrade.
- Reiterated the importance of community consultation on the District Development Strategy.
- Register of Interests for Elected Members – believed disclosure was good.
- Rangiora Promotions – was in good hands.
- Victoria Park toilets still an issue and suggested the Board may wish to continue to push for an upgrade. P Allen commented that a District wide review of Public Toilets (provision and accessibility) is in progress and will assist with any next steps for the Board.

11.8 **C Prickett**
- Referred to a recent Loburn-Whiterock Road drainage issue and the importance of the Three Waters Rating review to the community and the Board.
- Queried progress on the proposed Cones Road Walkway. E Cordwell advised that consultation on the proposed reduction in speed limit to 30kph for Cones Road would take place shortly and potentially a staff report will be presented to the Council for a decision in August.
- Parking on Cones Road is a current concern – possibly signage needed.
- Attended Mahaanui Kurataiao Ltd (MKT) meeting at Tuahiwi Marae.
11.9 G Miller
- Attended Mahaanui Kurataiao Ltd (MKT) meeting at Tuahiwi Marae.
- Volunteer meeting – good attendance.
- Keep Rangiora Beautiful (KRB) - planted six large conifers on the roundabout near the cemetery. Concern expressed by KRB regarding the amount of tree pruning around overhead power lines on Kippenberger Avenue. KRB may request a deputation to the Board to seek support to approach Mainpower to consider undergrounding of the cables.

11.10 S Lewis
- Expressed thanks for the opportunity to attend the Community Boards’ Conference in Methven and strongly agreed with the sentiment of community and youth engagement.
- Also wanted to formally acknowledge that at the conference, long service awards were made to both Jim Gerard and Duncan Lundy for their contributions on Council and Community Boards.
- Met with North Loburn School children who had collected and analysed rubbish from Victoria Park. It is a Green-Gold Enviro school and the Board is invited to meet with the pupils and hear about their project at 11.15am on 27th June. E Cordwell to arrange finer details.
- Had worked with the community and roading staff to address safety concerns at the Elm and Oakwood Drive intersection leading to the installation of a pedestrian refuge. A good outcome for the community.

11.11 J Hoult
- Found the Community Boards’ conference very worthwhile particularly ideas to improve Board interaction with the community and youth.
- Attended Mahaanui Kurataiao Ltd (MKT) meeting at Tuahiwi Marae.
- Attended Koura Reserve site visit.
- Attended Drainage meeting.
- North Canterbury Neighbourhood Support Old Fashioned Picnic 9 July at Pegasus.
- Supported the retention of a Community Constable in Rangiora.
- Attended Time bank meeting.
- Attended Hui at Halswell.
- Attended Volunteers meeting.
- Chaired the Road and Reserve Naming Committee meeting.

12 CONSULTATION PROJECTS
12.1 Ohoka Domain
12.2 Waste Management Minimisation Plan
12.3 Draft District Development Strategy
The Board noted the Consultation Projects.

A Workshop was requested for late July to discuss a Board submission to the Waste Minimisation Management Plan. Kitty Waghorn (Solid Waste Manager) to be invited to update the Board on the proposed options.

13 REGENERATION PROJECTS
Updates on the Rangiora Town Centre projects are emailed regularly to Board members. These updates can be located using the link below:


The Board noted the Regeneration Projects.
14 BOARD FUNDING UPDATE
14.1 Board Discretionary Grant
14.2 General Landscaping Budget
The Board noted the balances.

15 MEDIA ITEMS
Nil.

16 QUESTIONS UNDER STANDING ORDERS
There were no questions under Standing Orders.

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS
There was no urgent general business under Standing Orders.

NEXT MEETING
The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 12 July 2017 in the Council Chambers at the Rangiora Service Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.13PM.

CONFIRMED

________________
Chairperson

________________
Date
Workshop

1. *Members’ Forum (8.15 – 8.35)*
   - Discussion of the number of cars parked on the verges of Lineside Road at the entrance to the township.
   - Possible introduction of a Youth Grant Fund. Many ideas expressed to support and engage young people in a variety of ways. D Ayers advising that he will be leading some discussions around this concept.
   - Noted that Long Service Awards (over 14 years) had been presented to J Gerard and D Lundy at the Community Boards’ Conference.
MINUTES FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD
HELD IN THE RUATANIWHĀ KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY 19 JUNE 2017 AT 4PM.

PRESENT
J Watson (Chair), N Atkinson, M Pinkham, and P Redmond.

IN ATTENDANCE
Councillor A Blackie and J Meyer.

J Palmer (Chief Executive), K Stevenson (Roading Manager), M McIlraith (Communications Manager), J McBride (Development Manager), G Barnard (Parks Community Assets Officer), D Cameron (Green Space Community Engagement Officer), S Collin (Infrastructure Strategy Manager), and L Courtney (Governance Secretary).

1 APOLOGIES
Moved N Atkinson seconded P Redmond

THAT apologies be received and sustained from R Blair, C Greengrass, and S Stewart for absence.

CARRIED

2 CONFLICTS OF INTEREST
Nil.

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 15 May 2017

Moved J Watson seconded P Redmond

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Confirms the circulated minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 15 May 2017, as a true and accurate record.

CARRIED

4 MATTERS ARISING
P Redmond sought an update on the Board’s desire to engage with the Greater Christchurch Public Transport Joint Committee. J Watson advised that she had spoken to Councillor Felstead, the Council’s representative on the Committee, who had advised that the scheduled review of bus services will not be brought forward.

5 DEPUTATIONS AND PRESENTATIONS
5.1 Robin Ward, local resident, spoke to the Board in relation to item 7.1.

R Ward emphasised that he was speaking on behalf of himself and his wife only, in relation to the trees.

R Ward stated that after three weeks of moving into his property in McDougall Lane six years previous, there was a period of heavy rain. He discovered the gutters of his home filled with seeds from the nearby Silver Birch trees which had caused water to enter his home through the soffits. He also has issues with the long spindly branches which also fall into the gutters, and the branches combined with the seeds cause the gutters to become blocked.
He advised that he has cleaned his gutters on a regular basis but now finds the work difficult to manage, emphasising that he has no issue with leaf fall or trees in general.

Another issue R Ward raised, was regarding seeds being blown through windows, especially during strong winds.

R Ward advised that he has been in contact with the Council regarding the issue, noting that an arborist has been sent out twice to try to mitigate the issue.

R Ward did not believe Silver Birch trees were a suitable neighbourhood tree and would be happy to contribute towards more suitable replacement trees.

P Redmond queried the location of the garage. R Ward replied it was near his property boundary along the road.

J Watson asked whether the arborist work improved the matter. R Ward replied that although there were less seeds and leaves, it was still an issue.

5.2 Kevin Dristroll, local resident, spoke to the Board in relation to item 7.1.

K Dristroll advised that his property was a back section on McDougall Lane, commenting that Silver Birch tree seeds and leaves often get blown up his driveway.

K Dristroll stated that he has rung the Council regarding the Silver Birch tree on Ohoka Road, which runs along the back of his property, adding that the roots of that tree seem to be spreading around a Council water main. An arborist did carry out some mitigation work but he believed it was ineffective.

K Dristroll also commented that the trees have also been known to cause or irritate allergies.

N Atkinson queried the Silver Birch tree on the property boundary. K Dristroll clarified that there was only one.

5.3 Marion and Harry Lamplugh, local residents, spoke to the Board in relation to item 7.1.

M Lamplugh advised that she lives on Robert Coup Road. She believed the Silver Birch tree outside her property had no aesthetic value, its roots were causing fences to become raised, and the pollen aggravated her allergies and health. She would like trees removed for the benefit of the neighbourhood.

M Pinkham queried how long pollen affected her health each year. M Lamplugh replied as long as the pollen is falling from the trees, which is over a period of four to five weeks. She added that she has had a number of medical procedures directly related to the allergy.

P Redmond queried whether M Lamplugh had any evidence of her health issues being a direct result of the tree’s pollen. M Lamplugh responded that anecdotal comments from medical professionals were that the likely cause was the Silver Birch trees, however she had no formal evidence it was.

H Lamplugh advised that he and his wife have been at their residence for two years. He referred to the staff report (item 7.1), which comments on the possibility of pollen from other types of trees or grasses aggravating allergies. He stated that pollen potency lessens the further it is blown from the tree, highlighting the Silver Birch trees close proximity to residents.
H Lamplugh also referred to some of the mitigation suggestions in the staff report, and was not convinced that they would be effective, in particular the suggestion that gutters be covered. He believed that winds would blow the leaves onto the cover and build up, causing a new issue.

5.4 David Lambury, local resident, spoke to the Board in relation to item 7.1

D Lambury advised that the Silver Birch trees were irritating a current medical condition. He stated that he has three large tubs of leaves, and that his gutters are often full of leaves and seeds.

D Lambury stated that he has lived in the neighbourhood for eight years, maintaining his property is becoming difficult. He has no issue with trees but believes the Silver Birch trees are too high and causing too many issues.

A Blackie queried what replacement tree D Lambury would recommend. D Lambury replied flowering cherry trees would be nice. He acknowledged possible issues with leaves but believed it was a lovely tree species.

6 ADJOURNED BUSINESS
Nil.

7 REPORTS

7.1 The future of the Silver Birch Street trees in McDougall Place, Kaiapoi – G Barnard (Parks Community Assets Officer)

G Barnard spoke to the report acknowledging contact from local residents. He advised that the Silver Birch trees are healthy and do not meet Council’s policy criteria for removing trees. Mitigation can be carried out including root pruning to address the issues raised by residents, adding that the trees do hold amenity value.

G Barnard stated that there were more Silver Birch trees at the back of the neighbourhood, and that a precedent could be set in removing these trees. He added that rye grass and Macrocarpa trees were in the area, which were also known to cause, or aggravate allergies.

P Redmond commented that other Councils have stopped planting Silver Birch trees in residential areas, and that those Councils also have policies in place for removing Silver Birch trees. He queried health issues that have been linked to Silver Birch trees. G Barnard acknowledged that Silver Birch trees do produce a prolific number of seeds, however, he emphasised that other tree species also produced many seeds. He added that research shows that Silver Birch trees can cause irritation to some with existing allergies but not necessarily cause them.

M Pinkham queried whether Silver Birch trees have ever been on an approved tree species list. G Barnard replied that they were not currently on an approved tree species list for street trees (and residential areas), however they could still be considered as reserve or park trees. It would be dependent on where the trees were and the amount of land available.

M Pinkham asked whether the Council’s drainage staff had been consulted on the matter. G Barnard responded that there have been past issues in relation to clay pipes, however that is not an issue with the current types of pipes. G Barnard had spoken to drainage staff on the matter, who were confident the roots would not be an issue. He added that roots would only breach a pipe if there was a leak, as the tree roots would follow the water source.
N Atkinson queried whether staff had consulted all affected residents regarding the trees. G Barnard all residents were part of a letter drop and that most had responded in some way.

N Atkinson queried any issues with roots. G Barnard noted that there was some cracking in the footpath.

J Watson queried whether trees could grow ‘too big’ and whether pruning could mitigate the issue. G Barnard advised that pruning could be carried out but would not guarantee a tree’s survival. He added it was not good practice to top trees as this affected growth, and opened the tree to disease.

G Barnard spoke about succession planting

Moved N Atkinson seconded M Pinkham

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 170531055473.

(b) Removes the eight Council owned Silver Birch (Betula Pendual) trees located in McDougall Place, Kaiapoi and replace them with another species of juvenile tree at an appropriate time. Replacement trees to be the flowering cherry as proposed for Mansfield Park, Kaiapoi.

(c) Notes the approximate cost of $8,800 to remove and replace the Silver Birch (Betula Pendual) trees, with all costs to be paid from the Council’s tree maintenance budget.

N Atkinson reiterated his reluctance to remove trees in Kaiapoi, referring to the abundance of trees in the past. He agreed with residents regarding the issues raised in relation to the Silver Birch trees. However, N Atkinson was not completely convinced that the removal of the trees would necessarily have an impact on health issues raised due to the number of trees present in the wider neighbourhood. N Atkinson did not adhere to issues raised regarding leaf drop as this was a natural part of living with nature, however he did believe that the Silver Birch trees would not be an appropriate street tree in the future.

He believed the Board had taken appropriate action, which would work in well with planned plantings in the other parts of the community.

M Pinkham commented that Silver Birch trees would not be planted today due to its effect on allergies and supported comments made by N Atkinson.

Additional motion

Moved P Redmond seconded J Watson

Recommends that the Council:

(d) Develops a district wide policy for the planting and removal of Silver Birch trees on Council owned land.

CARRIED

7.2 New Arterial Road, West Kaiapoi, speed limits, area and road names and landscape plan – K Stevenson (Roading Manager) and J McBride (Project Manager)

K Stevenson spoke to the report. He referred to the layout of Island Road in relation to safety; the design allows for traffic signals to be installed in the future.

M Pinkham asked whether consideration had been given to extending the 60km/hr zone to just north of the Mill Road and the new road intersection.
K Stevenson replied that it had not been considered. Staff believed that a change of speed limit would be affected by a change in environment, and that extending it from that point would likely result in a reduction in compliance.

M Pinkham queried whether there would be any impediment in renaming the section of Island Road, from the Main Drain Bridge to the new Mill Road intersection, to Skewbridge Road, and then having the new road from Mill Road to Island Rd being called Ohoka Road. K Stevenson advised it was a possibility, as it would only affect one property.

M Pinkham enquired whether there were provisions for cyclists coming to and from Mill Road to access this proposed cycle route. K Stevenson advised that a safety audit identified that the proposed plan provided direction for cyclists, adding that signage would need to be provided.

M Pinkham asked whether there was a designated cycle route from the corner of Island Road and Cosgrove Road, to the top of the motorway bridge. K Stevenson replied that there was currently a path there, however it was more suited to pedestrians. He believed it could be improved to become a shared walkway.

N Atkinson queried whether staff saw any issue with one name for the whole road. K Stevenson commented that there would be an impact on properties along the road.

J Palmer sought clarification whether the issue with changing the road name was because of numbering (of properties). K Stevenson acknowledged that it could be an issue but there were not a large number of properties along the road.

J Watson asked whether consideration had been given to the safety of motorists turning right onto the new road. K Stevenson replied that this would be addressed through the recommendation of a reduced speed limit.

N Atkinson queried whether staff had enough time to undertake consultation and report back to the Board. K Stevenson replied they did, however staff did require some direction from the Board on what to consult on.

N Atkinson sought clarification that Williams Street (Kaiapoi) was changed, to make the whole street one name, to make it less confusing for emergency services. K Stevenson confirmed it was and that from an emergency services perspective, and for navigating the area in general, it was preferred to have fewer names along a single stretch of road.

There was discussion regarding various road naming possibilities.

J Palmer sought clarification that the Board was satisfied with the planting programme presented. The Board were satisfied with the planting programme.

Moved J Watson seconded P Redmond

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No 170602056648.

(b) Approves consultation being carried out on the proposed speed limit changes in Kaiapoi as detailed on the attached plan (TRIM. 170608058547).

(c) Notes that consultation on this proposal will be carried out between 30 June and 28 July 2017.

(d) Notes the Board will be updated at the end of the consultation process.
(e) **Notes** that any submissions on the proposal will be taken into account before the speed limit change is presented to the Council on 5 September 2017 for approval.

(f) **Supports** the area of Kaiapoi to the west of the motorway being referred to as Kaiapoi (West) for the purposes of road directional signage.

(g) **Supports** the new sections of the arterial road from Island Road to Mill Road, being named Ohoka Road subject to consultation with affected landowners. Results of consultation to be reported back to the Kaiapoi-Tuahiwi Community Board.

(h) **Requests** staff consult with the Oxford-Ohoka Community Board on changing the name of Skewbridge Road to Flaxton Road.

(i) **Approves** the attached landscape plan (TRIM. 170608058550) for the Island Road / Mill Road area.

(j) **Notes** that the improvements to the bridge on Skewbridge Road are programmed for 2020-22 in the current LTP and that the timing will be reviewed as part of the 2018-28 LTP process.

(k) **Circulates** this report to the Rangiora-Ashley and Oxford-Ohoka Community Boards.

CARRIED

7.3 **Approval to install intersection controls in Rich Street at Raven Quay** – K Stevenson (Roading Manager)

K Stevenson spoke to the report.

N Atkinson queried the design of the signs, commenting that bolts on similar signs can be removed and signs turned over, removing their visibility to motorists. K Stevenson replied staff would follow up the matter.

Moved N Atkinson seconded P Redmond

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 170515048755.

(b) **Authorises** the following intersection control pursuant to Section 2 of the Land Transport Rule: Traffic Control Devices 2004 with effect from the date of installation of the appropriate signage:

<table>
<thead>
<tr>
<th>Road to be controlled</th>
<th>Road to remain uncontrolled</th>
<th>Type of Control to be imposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rich Street</td>
<td>Raven Quay</td>
<td>Give Way</td>
</tr>
<tr>
<td>Road from Murphy Park</td>
<td>Raven Quay</td>
<td>Give Way</td>
</tr>
</tbody>
</table>

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

CARRIED
7.4 Lease of further Silverstream Reserve East Land to the Kaiapoi Pony Club – D Cameron (Community Green Space Engagement Officer)

D Cameron spoke to the report.

P Redmond queried whether the current lessee had requested that the lease be renewed. D Cameron replied that the current lessee had, however due to interest from a recreational group, this would take precedence in accordance with Council policy.

J Watson queried whether the public would continue to have access to the reserve. D Cameron advised that the Club would have first rights to use the land.

N Atkinson queried Health and Safety obligations. D Cameron advised that staff would work with the Kaiapoi Pony Club regarding its Health and Safety procedures and policies. The lease would need to be reviewed to make sure Health and Safety matters were covered.

N Atkinson queried sub-lease/sub-use arrangements. D Cameron advised that the Council would have to be aware, or be made aware, of any such arrangements.

Moved J Watson seconded N Atkinson

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 170608058559

(b) Approves staff completing a variation to the Lease area currently held by the Kaiapoi Pony Club by 30,000m² as shown on the plan included as attachment i TRIM 170608058637.

(c) Notes that the issuing of a variation to the Kaiapoi Pony Club Lease is consistent with the policies included in the Silverstream Reserve Management Plan.

(d) Notes that the lease extension area is currently leased for grazing by the owners of the adjacent property, however this lease expires on 31 July 2017

(e) Notes that the general conditions of the current Kaiapoi Pony Club lease, including the expiry date of 2025 will remain the same.

CARRIED

J Watson believed it was a good outcome and good to see the Kaiapoi Pony Club expanding its grounds.

N Atkinson was comfortable with the change of use of the reserve but was wary of any third party use or arrangements. He added that the current tenant needs to be commended for the positive tenancy.

7.5 Application to the Kaiapoi-Tuahiwi Community Board Discretionary Grants 2016-2017 – E Cordwell (Governance Advisor)

The report was taken as read.

The Board discussed the balance of the discretionary grant and agreed that because the balance would not be carried forward and that all of it be allocated to the applicant.
Moved P Redmond seconded J Watson

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 170608058364.

(b) **Approves** a grant of $945.82 to Kaiapoi High School CACTUS Programme towards the costs of running the programme.

**CARRIED**

7.6 **Report back on New Zealand Community Boards’ Conference 2017** – J Watson (Board Chair), R Blair (Board Member), and P Redmond (Board Member)

The report was taken as read.

Moved J Watson seconded P Redmond

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 170524052913.

(b) **Circulates** the attachments to the other Community Boards.

**CARRIED**

8 **CORRESPONDENCE**

Nil.

9 **CHAIRPERSON’S REPORT**

9.1 **Chairperson’s Report for May-June 2017**

J Watson advised an error in the report; the stated Cass Street should be Charles Street.

Moved J Watson seconded N Atkinson

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 170614060519.

**CARRIED**

10 **MATTERS FOR INFORMATION**

10.1 **Oxford-Ohoka Community Board meeting minutes – 4 May 2017** (Trim No. 170504043923)

10.2 **Woodend-Sefton Community Board meeting minutes – 8 May 2017** (Trim No. 170504043961)

10.3 **Rangiora-Ashley Community Board meeting minutes - 10 May 2017** (Trim No. 170504043973)

10.4 **Customer Satisfaction Survey 2016 Reports – Community Support and Community and Recreation Services and Facilities - R McClung (Senior Policy Analyst)** – Report to Community and Recreation Committee – 16 May 2017 (Trim No. 170503043774)

10.5 **Library Update - P Ashbey (Libraries Manager)** – Report to Community and Recreation Committee – 16 May 2017 (Trim No. 1705050448535)

10.6 **Capital Projects Report for the period ended 31 March 2017 - P Christensen (Finance Manager)** – Report to Audit and Risk Committee – 16 May 2017 (Trim No. 170501041899)
10.7 Customer Satisfaction Survey 2016 Reports – Customer Service and Democratic Process, Communications and Overall Satisfaction - R McClung (Senior Policy Analyst) – Report to Audit and Risk Committee – 16 May 2017 (Trim No. 170503043785)

10.8 Register of Interests for Elected Members - S Nichols (Governance Manager) – Report to Council – 6 June 2017 (Trim No. 170423039527)

10.9 Consultation of the Draft Waste Management and Minimisation Plan - S Collin (Infrastructure Strategy Manager) and K Waghorn (Solid Waste Asset Manager) – Report to Council – 6 June 2017 (Trim No. 170501042046)

10.10 Community and Recreation Department Staff Submission - C Sargison (Manager Community and Recreation) – Report to Council – 30 May 2017 (Trim No. 170505044822)

10.11 Earthquake Infrastructure Recovery – Utilities & Roading Department Staff Submission to the 2017-18 Draft Annual Plan G Boot (Senior Engineering Advisor), K Simpson (3 Waters Manager) and K Stevenson (Roading Manager) – Report to Council – 30 May 2017 (Trim No. 170519050782)

10.12 Funding Contribution For Kaiapoi High School Indoor Court - C Sargison (Manager Community and Recreation) – Report to Council – 30 May 2017 (Trim No. 170508045814)

10.13 Kaiapoi High School – 40km/h Variable Speed Limit Signs on Ohoka Road - K Stevenson (Roading Manager) and H Davies (Roading Projects Engineer) – Report to Council – 6 June 2017 (Trim No. 170523052122)

N Atkinson raised the Board’s desire to hold a workshop with the Woodend-Sefton Community Board regarding bus timetabling issues.

J Watson commented on positive responses from Kaiapoi residents regarding roads.

Moved J Watson seconded M Pinkham

THAT the Kaiapoi-Tuahiwi Community Board receives the information in items 10.1 - 10.13.

CARRIED

11 MEMBERS’ INFORMATION EXCHANGE

Board members have attended a variety of events and meetings for elected members including those specified.

11.1 P Redmond

• Combined Rural Drainage
• All Boards
• Cultural Training at Tuahiwi marae
• Regeneration Steering Group
• Waimakariri Health Advisory Group. Commented that representatives have been sought including from Maori and Youth. Noted that the group now has the capacity to submit on District Licencing applications
• Attended meeting with Board members regarding the Board’s Facebook page
• Commented that Board members were not invited to a planting event at the Kaiapoi Domain
• Attended Federation Motorist club meeting.
11.2 **M Pinkham**
- Combined Rural Drainage
- Cultural Training at Tuahiwi marae
- Cam River Rehabilitation Subcommittee. Dr Hudson report being presented 21 June 2017 at the Council Chambers, Rangiora

11.3 **N Atkinson**
- Bulldogs Rugby League Club celebrated its 60th anniversary.
- Raised condition of paper road behind Kaiapoi North School. Will follow up with Council staff a means of improving it for the students going to and from school.
- District Development Strategy consultation underway. Commented that Drop In sessions were coming up.

11.4 **J Watson**
- Met with Simon Rutherford of Kiwi Outdoor Resilience Education (KORE) regarding his plans to provide boat hire on the Kaiapoi River.
- Advised that S Stewart won national award for her journalism work on the MV Tuhoe.

12 **CONSULTATION PROJECTS**

12.1 Draft Our District, Our Future - Waimakariri 2048, District Development Strategy

12.2 Waste Management Minimisation Plan

12.3 Third Laning of Southbound land on Waimakariri Bridge

J Palmer raised that a submission from the Board would be advisable. The Board agreed.

The Board noted the Consultation Projects.

13 **REGENERATION PROJECTS**

13.1 Waimakariri Residential Red Zone Recovery Plan

13.2 Town Centre, Kaiapoi

13.3 New Arterial Road, Kaiapoi

13.4 Kaiapoi Regeneration Steering Group

The Board noted the Regeneration Projects.

14 **BOARD FUNDING UPDATE**

14.1 Board Discretionary Grant

14.2 General Landscaping Budget

The Board noted the balances.

15 **MEDIA ITEMS**

Noted videos on Regeneration updates on Council’s website.
16 **QUESTIONS UNDER STANDING ORDERS**
There were no questions under Standing Orders.

17 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**
There was no urgent general business under Standing Orders.

**NEXT MEETING**
The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 4pm, Monday 17 July 2017.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 6.05PM.

CONFIRMED

________________
Chairperson

________________
Date
Workshop

1. S Collin (Infrastructure Strategy Manager) held a workshop with the Board in relation to consultation on the Waste Management and Minimisation Plan (multiple bins).
**WAIMAKARIRI DISTRICT COUNCIL**

**REPORT**

**FILE NO:** GOV-18 / 170626065458  
**REPORT TO:** Council  
**DATE OF MEETING:** 4 July 2017  
**FROM:** David Ayers, Mayor  
**SUBJECT:** Mayor’s Diary 31 May to 26 June 2017

### 1. SUMMARY

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Wednesday 31 May</td>
<td>Enterprise North Canterbury Board meeting, Amberley</td>
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<td>Rangiora Promotions Last Wednesday Club</td>
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<td>KidsFirst AGM, Christchurch</td>
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<tr>
<td>Thursday 1 June</td>
<td>Art on the Quay Opening, Kaiapoi (Waimakariri Community Arts Council)</td>
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<td>Friday 2 June</td>
<td>Greater Christchurch Partnership Committee (GCPC) meeting, Christchurch</td>
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<td>Interview with David Hill from the North Canterbury News</td>
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<td>Saturday 3 June</td>
<td>Cr Wendy Doody acted on my behalf at the opening the Enshi photographic exhibition, Oxford</td>
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<tr>
<td>Tuesday 6 June</td>
<td>Interview with Compass FM Radio Station</td>
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<td>Wednesday 7 June</td>
<td>Attended Winter Economic Update, Canterbury Development Corporation (Tom Hooper), Christchurch</td>
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<td></td>
<td>Waimakariri-Passchendaele Trust Meeting, Rangiora</td>
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<tr>
<td>Thursday 8 June</td>
<td>Deputy Mayor Kevin Felstead welcomed delegation from Sichuan Province, China, on my behalf, Rangiora</td>
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<td>Citizenship Ceremony</td>
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<td>Oxford-Ohoka Community Board meeting, West Eyreton</td>
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<tr>
<td>Friday 9 June</td>
<td>Interview with David Hill from the North Canterbury News</td>
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<tr>
<td>Saturday 10 June</td>
<td>100th Birthday for Alan Timms, Rangiora</td>
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<tr>
<td>Monday 12 June</td>
<td>Attended building opening, Rangiora Borough School.</td>
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<td>Woodend-Sefton Community Board meeting, Pegasus</td>
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<tr>
<td>Tuesday 13 June</td>
<td>Compass FM Interview</td>
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<tr>
<td>Wednesday 14 June</td>
<td>Road Safety Co-ordinating Committee</td>
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<td>Working Lunch with Community Board Chairs, Rangiora</td>
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<td>Rangiora-Ashley Community Board meeting</td>
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<tr>
<td>Thursday &amp; Friday 15-16 June</td>
<td>LGNZ Rural-Provincial meeting, Wellington</td>
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<td>Date</td>
<td>Activity</td>
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<tr>
<td>Saturday 17 June</td>
<td>First Anniversary Park Run/Walk, Pegasus</td>
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<tr>
<td>Sunday 18 June</td>
<td>St John's Church Parade, Rangiora</td>
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<tr>
<td>Monday 19 June</td>
<td>Interview with David Hill from the North Canterbury News</td>
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<td>Scrutineered voting for NZ A&amp;P Societies’ postal ballot.</td>
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<td>Deputy Mayor Kevin Felstead deputised for me at launch of St John of</td>
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<td></td>
<td>God service for North Canterbury, Rangiora.</td>
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<td></td>
<td>Attended Waimakariri Water Zone Committee workshop and meeting, Rangiora</td>
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<tr>
<td>Tuesday 20 June</td>
<td>Interview with Compass FM Radio Station</td>
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<tr>
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<td>Met with Maui Brennan, Tuia Programme, Rangiora</td>
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<td></td>
<td>Met National Civil Defence Response Review – Hon Roger Sowry and team,</td>
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<td>Rangiora</td>
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<td>Attended Ngai Tahu Dinner, Christchurch, at which Minister of Finance</td>
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<td>Hon Steven Joyce presented highlights of the Budget.</td>
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<tr>
<td>Wednesday 21 June</td>
<td>Attended informal lunch get together, hosted by Mayor Hon Lianne Dalziel,</td>
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<tr>
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<td>with mayors and councillors from Hurunui, Selwyn, Christchurch, Selwyn</td>
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<td></td>
<td>and Ashburton.</td>
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<td>Thursday 22 June</td>
<td>Meeting with local real estate agent Doug Guthrie on DDS matters</td>
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<td>Friday 23 June</td>
<td>LGNZ Governance and Strategy Advisory Group, Wellington</td>
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<td>Deputy Mayor Kevin Felstead acted on my behalf at Canterbury Mayoral</td>
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<td>Forum Regional Economic Strategy Re-Launch.</td>
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<td>Saturday 24 June</td>
<td>Visited Rangiora New Life School Mid-Winer Fair</td>
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<tr>
<td>Sunday 25 June</td>
<td>Attended Julia Holcroft pupils' concert in Rangiora Chamber Gallery,</td>
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<td>supported by Waimakariri Community Arts Council</td>
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<tr>
<td>Monday 26 June</td>
<td>Meeting with Phil Agnew, Ara Institute of Canterbury, re educational</td>
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<td></td>
<td>provision in North Canterbury</td>
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<td></td>
<td>Visited Road Crash Day, Kaiapoi High School</td>
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<td>Surveyed on MainPower by consulting firm</td>
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**RECOMMENDATION**

**THAT** the Council:

(a) **Receives** report № 170626065458.

David Ayers  
MAYOR