MINUTES FOR THE MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON TUESDAY 30 JANUARY, WEDNESDAY 31 JANUARY AND THURSDAY 1 FEBRUARY 2018, COMMENCING AT 9AM EACH DAY.

PRESENT:

IN ATTENDANCE:
J Palmer (Chief Executive), J Millward (Manager, Finance and Business Support), G Cleary (Manager, Utilities and Roading), C Sargison (Manager, Community and Recreation), N Harrison (Manager, Regulation), S Markham (Manager, Strategy and Engagement), K Simpson (3 Waters Manager), K Stevenson (Roading Manager), J McBride (Development Manager), K Graham (Journey Planner and Road Safety Coordinator), C Roxburgh (Water Asset Manager), O Davies (Drainage Asset Manager), C Parton (Wastewater Asset Manager), G Bennett (Land Drainage Engineer), K LaValley (Project Delivery Manager), M O’Connell (Senior Policy Analyst), K Waghorn (Solid Waste Manager), S Collin (Infrastructure Strategy Manager), C Brown (Community Green Space Manager), R Hawthorne (Property Manager), T Ellis (Development Planning Manager), S Hart (Business and Centres Manager), D Roxborough (Implementation Project Manager – District Regeneration), P Ashbey (Libraries Manager), M Greenwood (Aquatic Facilities Manager), T Sturley (Community Team Manager), M Bacon (Team Leader Resource Consents), M Johnston (Environmental Services Manager), B Wiremu (Emergency Management Advisor), M Harris (Customer Services Manager), J Simon (Information and Technology Services Manager), A Smith (Committee Advisor), and S Nichols (Governance Manager).
C McMillan and G Byrnes of the Te Kohaka o Tuhaitara Trust.

Day One
Meeting adjourned at 10.26am and resumed at 10.38am.
Meeting adjourned at 12.45pm and resumed at 1.22pm.
Meeting adjourned at 2.26pm for a workshop to discuss options raised in report 5.7 and resumed at 2.54pm.

Meeting adjourned at 3.12pm and resumed at 3.25pm.
Meeting adjourned at 5.07pm and resumed Wednesday 31 January at 9am.

Day Two
Meeting adjourned at 10.33am and resumed at 10.49am.
Meeting adjourned at 11.46am for a briefing and resumed at 12.15pm.
Meeting adjourned at 12.40pm and resumed at 1.14pm.
Meeting adjourned at 3.20pm and resumed at 3.35pm.
Meeting adjourned at 4.53pm and resumed Thursday 1 February at 9.03am.

Day Three
Meeting adjourned at 10.45am and resumed at 10.59am.
Meeting adjourned at 11.15am for a briefing and resumed at 12.01pm.
Meeting adjourned at 12.45pm and resumed at 1.20pm.
Meeting adjourned at 2.48pm and resumed at 3.04pm.

1. APOLOGIES

Moved: Mayor Ayers   Seconded: Councillor Atkinson
An apology was received and sustained from Councillor Stewart for absence from 12.45pm until 1.48pm (arrived during item 5.6) on Tuesday 30 January.
An apology was received and sustained from Councillor Meyer for early departure from noon on Wednesday 31 January.
An apology was received and sustained from Councillor Stewart for absence from 12.40pm until 1.52pm (arrived at commencement of item 6.3) on Wednesday 31 January.

An apology was received and sustained from Councillor Brine for absence from 10.05am until 1.31pm (departed during item 7.18 and returned during item 7.25) on Thursday 1 February.

An apology was received and sustained from Councillor Stewart for absence from 12.45pm until 1.52pm (during item 7.27) on Thursday 1 February.

Councillors Doody and Felstead arrived at 9.03am (during item 3.1) on Tuesday 30 January.

CARRIED

2. CONFLICTS OF INTEREST

Nil.

3. COUNCILLOR’S DECLARATION

The Waimakariri District Council adheres to the following legislation with regard to the swearing in of elected members.

3.1 Local Government Act 2002 - Schedule 7 – Clause 14: Declaration by Member

Mayor Ayers received and witnessed the Councillor declaration from Kirstyn Barnett. Councillor Barnett, read an acknowledgement of receipt of various legislation applicable to elected members.

4. OVERVIEW AND FINANCIAL STRATEGY

4.1 Overview - Jim Palmer - Chief Executive.

J Palmer outlined the process, order of business and reflected on the complexities of the budget review process.

J Millward provided a financial overview via a PowerPoint presentation

5. REPORTS

5.1 Risk Assessment and Financing Strategy relating to Major Natural Disasters – J Palmer (Chief Executive)

J Palmer spoke to the report, commenting that three years ago the Council adopted a financial strategy, the first in the country to take into account the potential impact of major natural disasters. This report essentially updates that previous report and confirms the approach is reasonable for both effects and damage. Assessments show a major alpine fault or significant inter-plate earthquake would affect Council assets. Based on past experience, there are concerns for those areas with liquefaction risk such as the eastern seaboard.

J Palmer commented on community facilities such as the Kaiapoi Library and the Council’s overall spend of $100m on earthquake repair work, with most being covered by insurance and the government. If the alpine fault
ruptures, damage could be twice that which the district experienced in 2010. J Palmer spoke first of the financial assessment with insurance in place. He noted that even with such cover secondary costs are involved as not all assets are insured such as reserves and there are also further costs likely to be incurred in supporting the community such as temporary facilities. J Palmer then spoke of the estimated $30m headroom required to accommodate the consequences of those risks whereby insurance cover could be lost and where contingencies were needed. For example a major event in New Zealand. Staff estimate that such an event could cause $140m of potential damage and currently the Council has $80m set aside.

J Palmer spoke of a priority order approach with top priorities funded through headroom and lower level assets assessed on need and community desire. He commented on the strategic importance of the Rangiora Airfield in an emergency response and that it is the second largest airfield near Christchurch.

Councillor Blackie enquired why aquatic facilities were potentially prioritised ahead of other community facilities in particular the Oxford Service Centre. J Palmer advised that a level of service could still be achieved via other locations across the district for those services offered by the Oxford Service Centre, whereas aquatic facilities cannot migrate and operate in other locations. Relocation would mean a rebuild. There would be conversations and the potential to reassess and repriortise at the time of any natural disaster as the true nature of the impact could be assessed.

Councillor Atkinson queried the potential priority of public toilets. J Palmer commented that returning public toilets to full use in accordance with current service levels takes time. However the Council can deal with these issues in other ways on a temporary basis (emergency) whilst the sewer is restored. J Palmer also advised members as regards long term reinstatement as opposed to emergency response.

Councillor Gordon enquired when the next review of the Council’s insurance arrangements would occur. Staff advised that this was scheduled for 2019.

Councillor Barnett queried the headroom concept. J Palmer explained how this operates in the financial context and serves to ensure that there is built in capacity to fund services and facilities in the event of a natural disaster or other significant event.

Councillor Barnett enquired what mechanism was there to stop a future Council from breaching the policy. J Palmer responded that one Council cannot bind a future Council. WDC has a stewardship for the District’s future and its financial future, balancing both current community needs and also making decisions for the ‘future’ community. There is a risk that funds that are built up and set aside for this ‘future proofing’ which could be utilised for a different purpose by a future Council or need to be used earlier than currently envisaged.

Councillor Doody queried the resilience and other arrangements for collector roads and bridges in relation to the potential for a number of communities to be isolated if these were compromised. J Palmer acknowledged bridges were at some risk. The major bridges, being the Motorway and Ashley/Cones Road are NZTA responsibility. The Williams Street Bridge in Kaiapoi which held up well in the 2010 earthquake could be an issue and for the Waimakariri Gorge (Selwyn) and the old highway bridge (Christchurch) the Council would work with
neighbouring Councils. If all bridges failed together then there would need to be government intervention.

Moved: Councillor Barnett Seconded: Councillor Doody

THAT the Council

(a) Receives report No 180112002169

(b) Adopts the Risk Assessment and Financing Strategy relating to Major Natural Disasters (Trim No: 180112002171).

(c) Notes that there is a 30% probability of an Alpine Fault rupture occurring within the next 50 years, and it is assessed as being the most damaging event for Council’s assets.

(d) Notes that it is estimated to cost $210 million for the Council to recover from Alpine Fault rupture, which is nearly double the Council’s recovery cost from 2010-11 Canterbury Earthquake series.

(e) Notes that, net of Government, NZTA financial assistance and insurance proceeds, the Council’s share of the recovery costs resulting from a major natural disaster could be in the order of $32 million, and if insurance was not available, for whatever reason, that amount could increase up to $104 million.

(f) Notes that any shortfall in Council’s share of the funding requirement can only be funded through maintaining adequate borrowing ‘head-room’.

(g) Provides in the 2018-28 Long Term Plan borrowing ‘head-room’ of $32 million, in the event of insurance being in place, and $84 million of borrowing ‘head-room’ in the unlikely situation of insurance not being available.

(h) Notes the Strategy’s priority listing for the restoration of Council’s services and assets.

(i) Circulates this report to all Community Boards.

CARRIED

Councillor Barnett stated the information was covered well and she took confidence in the report. Councillor Barnett remarked it was a chicken and egg situation being responsible for preparing for an emergency and looking after our community. Priorities will change as and when an event occurs, but the proposed provisions where thorough in her view.

Councillor Doody concurred with Councillor Barnett’s comments and reflected on Kaikoura and how it was vital to get water and infrastructure services available as soon as possible.

Mayor Ayers commented that there were two parts to an emergency: the initial response phase and the recovery phase, noting much of this plan is for the recovery phase.

5.2 Draft Revenue and Financing Policy to be used in the Draft LTP 2018-28 and Draft Funding Impact Statement – J Millward (Manager Finance and Business Support) and M Harris (Customer Service Manager)
J Millward spoke briefly to the report, reflecting on the past resolution of the Council. He clarified the fixed charge, noted that community outcomes had been added as had the new Barkers Road (Loburn) rate, and various word changes had been made.

Moved: Councillor Felstead    Seconded: Councillor Williams

THAT the Council

(a) Receives report No 180110001745

(b) Approves the Draft Revenue & Financing Policy as the basis for preparing the Draft 2018/28 Long Term Plan, and

(c) Approves the Draft Funding Impact Statement as the basis for preparing the Draft 2018/28 Long Term Plan, and

(d) Notes that the Uniform Annual General Charge (UAGC) is recommended to be $120 in the Draft 2018/28 Long Term Plan and Impact Funding Statement, the same as in 2017/18, for the 2018/19 financial year.

CARRIED

Councillor Felstead reflected that the information that had been received through the Audit and Risk Committee and documentation had been through a robust Audit process. The outcome and actions made practical sense.

Councillor Williams was supportive of the processes and the motion.

Councillor Atkinson queried the Chair on the procedure of proforma motions. Mayor Ayers clarified the process that all resolutions, particularly in relation to the budget commentary were adopted proforma, and can then be reviewed and amended at any point during the meeting before being formally adopted at the end of the meeting. Members indicated acceptance of the process.

Moved: Mayor Ayers    Seconded: Councillor Atkinson

THAT the Council

(a) Adopt resolutions as proforma during the meeting, enabling amendment at any stage until being formally adopted at the conclusion of the meeting.

CARRIED

5.3 Amendment to Treasury Policy – J Millward (Manager Finance and Business Support)

J Millward spoke to the report, commenting on an option to take loans over a longer period than the current ten year period which utilises opportunity for good interest rates.

Moved: Councillor Gordon    Seconded: Councillor Blackie

THAT the Council
(a) Receives report No. 180118003861.
(b) Approves the Treasury Policy (Trim 180118003863).

CARRIED

5.4 2018 – 2048 Infrastructure Strategy – V Spittle (Senior Policy Analyst)

J Palmer spoke to the report and the importance of the document. He outlined the importance of prudent management and good stewardship. Legislation requires a 30 year strategy, however staff have opted to take a longer view, from 100 years to 150 years, to outline planning for infrastructure and funding.

The report summarises all asset management plans for the Council.

J Palmer spoke of five themes worth noting.

- Population growth to 90,000 from 59,000 (Infrastructure Strategy is required to understand this growth and associated development areas which is also closely linked to the District Development Strategy)
- Recognising new standards such as drinking water standards, stormwater particularly urban and changing expectations with groundwater being better managed. Water is the biggest issue.
- How WDC manages its response to natural hazards and building resilience for infrastructure and renewal work for the most crucial and vulnerable.
- Making sure WDC understands when assets need renewal and how they will be funded.
- Learning the lessons of the earthquakes five years ago, the delays from the earthquake, and signalling now how to develop sustainability practices and taking the lead in the community.

The strategy is a working draft, and it will be finalised as part of the LTP adoption process.

Councillor Barnett asked why the Woodend Bypass and path from Woodend to Kaiapoi was omitted. J Palmer advised that although this had been signalled from the last government clarification is now needed on where it sits with the current government's plans and NZTA. It was possible that a clearer indication may be available at the time of LTP adoption. The Government's formal priority setting is unlikely to occur until June so it is not helpful to WDC timeframes. J Palmer commented on the issues for this Council and acknowledged the local impact with most new Woodend infrastructure likely to be significant for the community. Connecting footpaths was a conversation yet to occur. G Cleary spoke of proposed state highway work first then conversations regarding connectivity for footpath and cycle lanes. He commented on projects which were dependent on when NZTA advise or signal that its work is starting.

Mayor Ayers spoke in his role as the Council's representative on the Regional Transport Committee, commenting on the regional plan, and its dependence on the Government Policy Statement. In the meantime current new motorways (south etc) already have walk/cycleways incorporated into the design work and one could assume any new motorway would do the same. The previous government signalled work to start in three years, but with the new government matters are on hold.

Councillor Doody asked if WDC was putting enough emphasis on rural economic growth, providing example of vehicles servicing farms getting larger whereas bridges and road edges cannot take the weight. J Palmer spoke of national change and roading prioritisation and what is required to be ‘fit for purpose’. It was acknowledged that many roads were stretched and not necessarily designed for the capacity they were now experiencing.
J Palmer explained that this is part of NZTA priorities and WDC continue to work with NZTA on future planning. There are also challenges for the Council service levels for lower usage roads. G Cleary advised that these points are covered in the Asset Management Plan.

Councillor Atkinson commented on the current population, and queried roading priorities. J Palmer commented on a number of aspects: how do we change the traffic flow? ie the western bypass and also the east/north of Rangiora is partially dependent on state highway (NZTA) development. He commented on the eastern bypass for Rangiora where alignment has been secured and a review to be undertaken when works progress. J Palmer commented on the work with NZTA and other partners and acknowledged that these were locally important issues.

Councillor Stewart enquired if the initiatives within the Canterbury Water Management Strategy (CWMS) were significant and whether there should be a ‘placeholder’ for funds, commenting on the risks to budgeting for such a significant project. J Palmer advised that those matters for which the Council was responsible, such as stormwater, are currently included. However, at this stage the full extent of the Council’s responsibilities under the CWMS and associated plans are not yet defined or known. If they are significant it will be reflected in an updated strategy and then either an amendment to the LTP occurs or it is included at the next scheduled LTP. Currently our known responsibilities have been included. Councillor Stewart acknowledged the date of finalisation was at a similar time as the Water Zone Committee would complete their work. J Palmer advised if the Committee had any information they can come before the Council during the May deliberations.

Moved: Councillor Doody    Seconded: Councillor Atkinson

THAT the Council

(a) Receives report: Trim Number 180119004562.

(b) Receives the attached Draft 2018-2048 Infrastructure Strategy: Trim number 171129129930.

(c) Notes that the 2018-2048 Infrastructure Strategy will be adopted as part of the process to finalise the Long Term Plan in June 2018.

CARRIED

Councillor Stewart remarked that she had found the report an interesting read, commenting on the general rate rises and demands that will come to implement improvements for the derogation of our waterways. Councillor Stewart referenced sustainability and future decision making, and bringing together policy and practices. Councillor Stewart expressed concern at the lack of placeholder funding believing it was a risk to the LTP and reflected on community concern for the state of our rivers.

Councillor Barnett acknowledged Councillor Stewart’s comments, acknowledging that it was not yet clear what was local and central government responsibilities. Councillor Barnett commented on the responsibility toward an ageing population and the need to focus more on roading, transport and housing going forward.

Councillor Atkinson stated the matter could be revisited when necessary and acknowledged the inherent risks, commenting on roading as a major budget item, and the relationship with electric cars. Councillor Atkinson
stated the potential need to review matters more frequently but that we cannot control what we do not know.

5.5 **Multi Use Sports Facility – C Sargison (Manager Community and Recreation)**

C Sargison and C Brown presented the report. C Sargison briefly recapped the 2013 feasibility study, discussions, functional design brief, stakeholder groups and concept plan development. He spoke of the need for a facility in the sports strategy and the provision for Greater Christchurch not being in conflict with the City. C Sargison confirmed such matters had been discussed at CE Forum level. He commented on the importance of the facility to be multi use to cater for many sports and group use.

C Sargison remarked on the usage of facilities for an ageing population and an example of the Woodend Community Centre facility currently being used to near capacity. He drew Councillors’ attention to the site plan which allows for Astroturf tennis courts, and future developments if and when required. C Sargison noted the operating model and potential concept of the facility being operated by the North Canterbury Sport and Recreation Trust through a formal agreement. The draft LTP did not currently include figures for their management contribution of approximately $200,000 for running the facility. C Sargison advised the capital cost of the facility would be spread over three financial years, with the design team yet to be engaged following a proposed tender early in 2019 followed by an approximate 18 month build period.

Councillor Atkinson queried the Selwyn District Council building being twice the size for half the price of the Rangiora facility, and another North Island facility example of similar size which cost much less. C Sargison commented on various costings for various developments. This proposed facility is more than four courts, with space for a fitness gym plus offices. He cautioned any comparisons as costings were done by Aecom who have undertaken all WDC cost estimates and which have come in on budget. The Ashburton facility has a similar cost base. Durability was also considered with inclusion of ventilation, high grade cladding and a 50 year life span. C Sargison was cautious about a reduced facility and impacts as a feasibility study had already been done thoroughly including square metre rates being peer reviewed.

Councillor Stewart asked for an explanation of the Vulnerable Children’s Act, referencing ‘without use during school hours’. C Sargison explained who can be involved when schools are utilising their facilities during the day, whilst it was common for community use to occur after school.

Councillor Stewart sought clarification on the Trust wanting to deliver programmes for children. C Sargison commented on adults (retired) use of facilities primarily during the day, elderly persons being more active than 20 years ago and the range of use at Woodend and Pegasus confirming demographic information.

Councillor Stewart sought clarity on development contributions and extra capital works. Staff advised that this would mean that Council was actually paying such contributions to itself. In a supplementary question Councillor Stewart enquired what this would add to budgets. J Palmer explained the costs of developing and connecting to sewer schemes, equality and contributions from all to the water and eastern sewer. C Sargison commented on the same process for other facilities and that this has been
included as part of the development costs. Overall the project is approximately $27m and includes all infrastructure costs.

Councillor Stewart enquired as to why the Council is offering the Trust exclusive use and not going to expressions of interest for management of the facility, seeking assurance that ratepayers would have the best management of the facility. C Sargison acknowledged the points raised and discussions with the Council, noting that the Council is already a partner with the Trust. The difference is that the Trust operates on a not for profit basis and returns funds back into the sports through key school sports programmes which contributes to an increase in junior sports participation. With previous Trust agreements the Trust has paid for facility maintenance. J Palmer commented on the Trust’s gym which is profitable and then invested into other factors, acknowledging that it is competing against commercial operators. A Heads of Agreement would come back to the Council in May 2018 for consideration.

Councillor Barnett sought clarification on exclusions to the proposal such as the outdoor plaza and whether it has an impact on the facility being less multi-use. C Sargison remarked that the proposal would look similar to the Ruataniwha metal structure and ground treatment would be the same, along with its independence from the building. Solar panels could be attached and staff could investigate further which may be eligible for a grant. C Sargison advised that the canopy is $1.25m and has not been included in the budgets, however the area beneath would be usable as it would be hard space.

Councillor Barnett expressed concern for shade/shelter. C Sargison advised of another area with some shelter for those waiting for lifts or other transport. He commented on possible exclusions from grant funding.

Councillor Barnett queried the fitness gym and competing with other commercial gyms. J Palmer remarked that the Council was transparent that it is a commercial operation and WDC were not giving benefit to one party over another. In a supplementary question Councillor Barnett asked if an analysis of gym usage (capacity) had occurred. Staff advised the Trust were working through their model, as their current East Belt facility was coming to end of life, whilst their Southbrook operation is smaller and caters to a different market. J Palmer acknowledged some Trust members present at the Council meeting.

Following a question from Councillor Barnett, J Palmer confirmed that this is a draft provision.

Councillor Williams enquired if income will be generated from this building and if that will be kept within the building or go into the Trust account to be re-dispersed around the community. C Sargison advised those points can be looked at in the Heads of Agreement. The broad intent is that the Trust would be operators and any income would go back to the Trust. The Trust Deed stipulates its funds go back to the community. Staff acknowledged North Canterbury Sport and Recreation Trust is wider than Waimakariri going through to Hurunui and the Council does not stipulate what and how it funds projects.

Councillor Brine enquired if it was proposed that schools could hire the facility. Staff confirmed they could for such events as sports day.

Moved: Councillor Gordon Seconded: Councillor Atkinson

THAT the Council
(a) **Receives** report No. 180118003759.

(b) **Approves** the provision of $27.85 million in the Draft LTP for the construction of a multi-use sports facility at Coldstream Road, scheduled for completion around September 2020.

(c) **Notes** that there will be a community engagement process during the consultation period for the Draft LTP specifically on the Multi Use Sports Facility, including the proposed site layout at Coldstream Road.

(d) **Approves** Staff working with the North Canterbury Sports and Recreation Trust on the development of a Heads of Agreement for the management and operation of the facility.

(e) **Notes** that the Draft Heads of Agreement will be available for Council's consideration prior to the finalisation of the 2018 LTP.

(f) **Circulates** this report to the Boards.

**CARRIED**

*Against Councillors Blackie and Stewart*

Councillor Gordon was supportive of the recommendation and acknowledged the work of the North Canterbury Sports Trust over the years on this project. The Trust were an important partner and involved all the way and matters can be worked through in open conversations over the next couple of months. Councillor Gordon spoke positively of the Trust's investment and contribution. Councillor Gordon believed that whilst price was important, functionality, and quality should not be compromised. Councillor Gordon expressed a view to see the indoor facility and earthquake rates included in the budget and work to date was quite an achievement.

Councillor Atkinson reserved his speaking right.

Councillor Barnett noted this motion provided the community the opportunity to see the budget and comment. Indoor space was shown to be deficient 10 years ago but we had an earthquake. Strengths of such a community facility is a place for people to meet and the district lacks facilities for having major events for more than 300 people. This allows for the flexibility of differing events. She commented on school growth and limited indoor space for school sports and acknowledged the benefits of an indoor area for elderly sports participation. Councillor Barnett remarked that this proposal is not for a commercial operation but for a community facility and encouraged members to think of the advantages for a partnership with a group like the Trust. Councillor Barnett stated it was the view of the community that is important so encouraged that provision be included into the budget for consultation.

Councillor Blackie commented on not knowing what other fiscal commitments are on ratepayers. The success of fiscal matters is dependent on economy and growth and worldly change. We have to think about the ratepayers, aging population, and low income people in our community he stated. Councillor Blackie acknowledged the Council finances had been handled well to date, and this project is fiscally sound to do now, but was cautious with the pressures of earthquake and proposed three bins and queried whether it would act as a disincentive for people to take up the recycling option as compared with using the sports facility.

Councillor Williams believed the facility was a good concept but was cautious if the community cannot afford it. He commented on Council borrowing over the past five years. Councillor Williams suggested the
matter be considered at the end of the meeting so that Councillors could understand the rest of the budget provisions yet to be discussed. Councillor Williams stated he would abstain from voting until he was confident the community and Council could afford the facility.

Councillor Atkinson commented on affordability and the ageing population with fixed incomes. He commented on rates cost impact relevance and being different to different people depending on their circumstances. Councillor Atkinson remarked on the gym and Town Hall process and believed the Council should not be in competition with other commercial operators, however he felt comfortable with that and also that the facility is multi-use. Councillor Atkinson’s concern was that consultation to gather the range of community views was needed and remarked on the importance of having a conversation with the community.

Councillor Stewart stated she would not vote on the matter, but recognised the consultation process. Councillor Stewart believed the facility was not a priority but a nice to have, with people informing her that they want to see river quality matters addressed first. Councillor Stewart commented that she would be interested in deferring the facility for consideration in a future LTP but not this time and endorsed Councillor Blackie’s comments on debt levels. Councillor Stewart commented on the impacts in the budget for the three bin proposal and implications to the community on affordability. Councillor Stewart stated she had an issue with Council subsidy against commercial operators.

Mayor Ayers commented on the need to consult and providing the opportunity for feedback in relation to both the facility and rate rise impacts. He felt it was important not to second guess the community. Mayor Ayers commented on his personal options for waste and what is one person’s nice to have is another person’s essential. He remarked on the world economy changing, and adjustments we make because we cannot see into the future. Mayor Ayers stated the Council was nowhere near debt level maximums. He also commented on water quality being with us for the rest of our lives and it being a continual matter for the community to work on. There will always be pressures on our environment which is a continual cost. If not now, when for a facility like this. We need to ask the community he stated.

Councillor Meyer agreed with the Mayoral comments, and believed it was an exciting time and opportunity to take the proposal out to the community. He hoped for many responses from the people we represent. Personally Councillor Meyer believed the matter should have been discussed at the end of the meeting, rather than the beginning as a bigger picture of the budget, however he did not believe it would have changed the outcome today to consult. Councillor Meyer acknowledged that the Council has many issues, a reasonable budget, however people in the community are financially hurting and now was decision time.

Councillor Doody stated she was proud to be part of the steering group and commented on the important work undertaken to get to this point which included visiting the Lincoln facility observing community use. This facility will be used day and night she stated. The facility area is perfect as it is in the centre of a great sports hub and Councillor Doody was pleased to consult on the proposal.

Councillor Felstead spoke of the importance of consulting and the proposed motion was now asking to gather feedback. Good work had occurred to get to the current position of being able to consult. Councillor
Felstead believed there is never a right time to do expensive projects but it will never be cheaper he stated.

Councillor Brine reflected on past conversations on replacing community facilities such as Dudley Pool and the importance of community consultation.

Councillor Gordon, in his right of reply, reflected on the good debate and acknowledged all were concerned about people on fixed/lower income and their ability to receive rates rebates. Councillor Gordon commented on water quality being a matter for Ecan and the Water Zone Committee. Future accountability/affordability is a debate for another day but we need to go to consultation Councillor Gordon stated. He believed this was the right time to consult and hoped for a strong response from many before the Council considers the next stage.

5.6 Havelock North Drinking Water Inquiry – Stage 2 Report – C Roxburgh (Water Asset Manager)

C Roxburgh spoke to the report, highlighting key aspects and noting the Government have not yet legislated change to mandatory drinking water requirements.

Councillor Gordon queried if the Council should wait for a government response. Staff advised it was an option to consider but it was a risk. It was acknowledged that it was unusual for staff to suggest change until legislated, however indications were that change from government would come and the time between any change and implementation requirements may be short. It was staff view, based on industry feedback that it was best to include options now for consideration, and budgets could be removed at a later stage if no legislative requirements came into being. The advice staff have received is government feedback could be received as soon as February/March 2018 during the LTP process. Councillor Gordon suggested a small change to recommendation (d).

Mayor Ayers enquired if Kaiapoi water was chlorinated during the earthquake and whether there was current provision to do so. Staff advised that as of today Woodend and Cust have the equipment to enable chlorination of the water supply. Other sites could become operational for perhaps a month or two, but the Council was not currently in a position to enable long term (ie years) of chlorination with the current plant.

In a supplementary question Mayor Ayers asked if staff would consider that the Council was resilient in terms of water supplies currently. Staff confirmed they were able to respond quickly in an emergency event with short-term measures.

Councillor Barnett enquired why additional funding on UV filtration is required. Staff explained treatment for bacteria and protozoa such as giardia, which is ineffective with chlorination as it needs UV. Staff commented on water standards, testing requirements and secure wells.

Councillor Barnett referred to para 6.5 commenting on Cust costs associated with proposed changes and the impact on smaller schemes. J Palmer suggested it was more appropriate to discuss with the next agenda item.

Councillor Blackie enquired if there was risk of contamination from bacteria based around the well head or in the vertical piping. K Simpson commented on three events; contamination following earthquake
contamination from source water itself (Mandeville) which now includes UV treatment; Woodend which had two experiences in 2012 and 2013 attributed to a reservoir which is part of the reticulation system; and the current situation at Oxford No.1 where the source is yet to be determined, although it is possible it is within the reticulation system. G Cleary commented on the Havelock North situation and J Palmer reflected on time during the earthquakes and periods of chlorination.

Councillor Stewart reflected on Christchurch City’s current publicised issues, enquiring if Waimakariri has similar well head situations that could be cause for concern. K Simpson commented on 28 primarily bores, of which 18 are above ground. Ten of those well heads have been inspected and matters identified, but only require minor works. It was noted that the Christchurch City wells that were inspected were coming up for standard five year inspection which is what led to their current situation. All WDC wells have current approval from independent drinking water inspectors. It was acknowledged that some wells were due for re-inspection in August 2018 and will need to be at higher standard to ensure compliance so minor works is being undertaken now and funded from current operational budgets.

In a supplementary question Councillor Stewart enquired about surface water aquifers and if there are any public supplies where contamination from surface activities occurs. G Cleary confirmed that Oxford No.1 was drawn from a shallow intake of Waimakariri River with a proposal to draw from a deeper well soon. Also Garrymere has a shallow intake, but again there is a proposal to undertake an upgrade. Fernside is not secure but is about to be connected to the Mandeville scheme. Waikuku Beach, although not a secure well, has never had contamination however a UV system is due to be commissioned to that system to provide another layer of security to the water. The Rangiora scheme prior to the main upgrade was taken from Ashley River.

Councillor Felstead referred to the Oxford No.1 and No.2 new wells and the delay of 12months. C Roxburgh advised one well is on now but has low flow and the other well has the consent currently being processed by ECan. The second well is in an area that is over consented, staff are working with ECan who are aware of the current situation. Staff are currently working on a design of a 5km pipeline and anticipate the tender in February. The situation was outlined, including risk factors.

Moved: Councillor Gordon Seconded: Councillor Blackie

THAT the Council

(a) Receives report No. 180118003751.

(b) Notes that key recommendations from the Havelock North Drinking Water Inquiry Stage 2 Report include the abolishment of the secure classification system of the current standards meaning that all water will need to be treated, the need for a residual disinfectant (chlorine) within the reticulation system, and for compliance with the standards to be mandatory.

(c) Notes that staff have allowed for the implementation of UV treatment on all schemes that currently rely on secure classification of their sources for compliance with the current Drinking Water Standards, based on the recommendations from the Stage 2 Report of the Havelock North Drinking Water Inquiry.

(d) Approves the inclusion of a budget provision for UV treatment across the district’s water supply schemes at an estimated
additional capital cost of $3.0M, which has been allowed for within the Council’s Draft 2018-28 Long Term Plan over the years 2018/19 through to 2022/23. A decision on implementation to be resolved by a future council meeting.

(e) **Approves** the approach of allowing for the cost of chlorination on all the currently unchlorinated schemes while not committing to implementation of this without Council being legislatively required to do so or without consultation with the public at the direction of Council.

(f) **Notes** the reasoning set out in Section 6.2 of this report for making financial provision for mandatory chlorination which is not consistent with current Council practice.

(g) **Notes** that due to the timing of the Havelock North Inquiry Stage 2 Report, the cost estimates that fed into the Draft Long Term Plan budget were carried out without detailed site specific analysis.

CARRIED

Councillor Gordon commented that it was good that staff brought the information to Council for consideration regarding anticipated Government change, but a decision should remain with Council as to when the budget is set. He would watch with interest what ensues from the government.

5.7 **Funding Options for Water Supply Rates – C Roxburgh (Water Asset Manager)**

C Roxburgh spoke briefly to the report outlining the reasoning behind the proposal.

Councillor Doody sought clarification on charging of two units and if a property owner wanted more units whether it would be at the full rate. C Roxburgh explained that it was not that simple as some properties were on a restricted service and staff propose to have one cap for two units and one cap for 19 units, alternatively the property is up for the cost of a tank and electrics which could be in realm of $5,000 to $10,000.

In a supplementary question Councillor Doody asked if staff could consider a cap so the system is not abused. C Roxburgh advised an option may be to meter the water but further consideration on options would be required and brought back to the Council.

Councillor Felstead asked how would staff (or elected members), explain the proposal to people on the Oxford No.1 scheme who are subsidising the Garrymere scheme user. Staff acknowledged Garrymere and Poyntz Road schemes do not have many users so metering could be considered to reduce abuse. Staff could bring a report back to the Utilities and Roading Committee for consideration, prior to the LTP adoption in June.

Mayor Ayers sought clarification of the Garrymere rate. Staff explained growth limitations and implications for having a capped rate.

Councillor Barnett referred to the budget pg 48, and queried the Summerhill rate for two units, included in the budget, but not mentioned in this report. Staff acknowledged it may be an omission and another look would occur as potentially there were three areas with challenges regarding funding. It was explained that costs fall where they lay or alternatively Council could apply a capped system to limit the effect on smaller schemes.
Councillor Stewart queried the split on two units and 19 units and how many properties are affected. Staff were unable to recall final figures for the Ohoka, Garrymere and Poyntz schemes, however would furnish the information.

Mayor Ayers adjourned the meeting for a workshop to discuss options at 2.26pm, which concluded at 2.54pm.

Moved: Councillor Gordon Seconded: Councillor Blackie

THAT the Council

(a) **Receives** report No. 180119004275.

(b) **Notes** that the current figures in the 2018-28 Draft Long Term Plan include rating increase in the order of $1,100 to $2,000 per standard connection (2 unit and 19 unit connections respectively) on both the Garrymere and Poyntzs Road water supply schemes.

(c) **Notes** that the Utilities and Roading Committee recommended that Council consider funding options for the scheme upgrade as part of the Draft Long Term Plan that could include partial funding from other water supply schemes, or the general rate.

(d) **Approves** funding of the Garrymere and Poyntzs Road scheme upgrades from within each scheme respectively, as per the current practice.

(e) **Notes** that the 3 Waters rating structure is due to be reviewed in 2022.

CARRIED

Councillor Gordon, reflected on the past working party reasoning.

Councillor Blackie commented on the working party and consideration of the affected users.

5.8 **Oxford Wastewater Treatment Plant Treatment Upgrade – request for additional budget – C Parton (Wastewater Asset Manager) and M Andrews (Civil Engineer PDU)**

C Parton spoke to the report advising the plant is overdue for replacement and provided background of a tender process and outlined issues associated with the project.

Councillor Stewart sought clarity between the original budget and the proposal for additional funding being sought. Staff acknowledged a typo in recommendation (d) and this was amended accordingly.

Councillor Stewart enquired how much this particular plant has cost to date. Staff advised they would report back in the future through the Utilities & Roading Committee.

Moved: Councillor Barnett Seconded: Councillor Doody

THAT the Council

(a) **Receives** report No. 180109001310
(b) **Approves** additional budget of $282,500 in the Draft Long Term Plan for the 2018/19 financial year to enable the full scope of required aeration upgrades at Oxford WWTP to be completed as one construction package.

(c) **Notes** that the additional budget will have a rating increase of $27 per property per year over the next 15 years.

(d) **Notes** that staff will carry over the remaining budget of approximately $350,000 from the 2017/18 financial year to the 2018/2019 financial year, to provide a total budget of $647,500 for this work.

(e) **Notes** that this budget provision is included in the Draft Long Term Plan.

**CARRIED**

Councillor Barnett acknowledged the value of improving the plant and stated it is important to ask such questions as townships grow.

Councillor Doody spoke of the need to improve the plant and get it working as it's supposed to, as she felt it was an expensive scheme for ratepayers.

Councillor Stewart enquired on the cost of a connection against what has been spent on the plant. J Palmer acknowledged the question, and the suggestion in 2007 to run the pipe down to Rangiora. He spoke of it being a substantial project to run the pipe 35km due to the various pressures and undulations along such a long pipeline.

5.9 **Herbicide, Glyphosate use for Waimakariri District Council Weed Control Operations –** G Bennett (Land Drainage Engineer) and G Cleary (Manager Utilities and Roading)

G Bennett spoke to a presentation showing before and after photos of various areas across the district utilising various treatment methods.

G Cleary spoke of the efforts of staff and contractors to ensure glyphosate is used sparingly where deemed the most appropriate treatment. Other treatments are used for differing situations.

Councillor Atkinson acknowledged steps taken but thought education was lacking to landowners asking if budget considerations for education could be factored in future budgets and queried what other options were available for consideration. K Simpson explained there was some budget for education in the urban drainage but it was used for education related to stormwater management. Potentially either an increase in budgets or reallocation of some current funds (ie approx. $20,000) could be directed towards glyphosate education. Councillor Atkinson stated he would welcome a future report.

In a supplementary question Councillor Atkinson referred to the method of cut and gel for willows, and not spraying in the waterways itself (not the banks). K Simpson advised this is option 2 in the report, and referred to different aspects of the report.

Councillor Meyer referred to earlier comments on educating landowners and their reactions. Staff commented on building relationships with landowners.

Councillor Stewart queried damaging a public asset (drains) and powers to address issues with the landowner. Staff commented that most
occurrences are with landowners are positive when engaged on the spray application use and working towards a balanced result.

Councillor Stewart queried wider education, the new role and reflecting on Ecan aspects. K Simpson confirmed the role would have a close relationship with Ecan, however it would not be doubling up work, with rather more collaboration on education practices.

Councillor Stewart enquired if the re was a budget to advance education. Staff related matters back to the Stormwater Bylaw (ie excessive use of herbicide of Council managed waterways), which does not include Ecan managed waterways. The role would assist with the co-ordination of work undertaken. What was not budgeted is work of the Regional Council.

Councillor Stewart asked if there is anything this Council needs to do to make this happen for sustainability in our drainage management. Staff commented about the Flaxton Road corridor and adjustment to drains.

Moved: Councillor Atkinson Seconded: Councillor Stewart

THAT the Council

(a) Receives report No. 180111001840.
(b) Notes that based on information to date, it is unlikely that the use of glyphosate by the Council would pose a risk to public health and the environment.
(c) Notes that the use of herbicide in Council operations is carried out strictly in accordance with the manufacturer’s instructions.
(d) Notes that herbicides, including glyphosate, for Council operations are only used where deemed necessary by Council staff and contractors, and other weed control options are used where they are deemed more appropriate.
(e) Notes that the budgets in the LTP have been based on continuing to use herbicides, including glyphosate, for weed control where deemed necessary by Council staff and contractors.
(f) Circulates this report to the Community Boards, Drainage Advisory Groups and the Waimakariri Water Zone Committee for their information.
(g) Adds Option Two.

Note: Following item 5.9 the Council will then consider Item 6.2 from ‘Matters Referred’ being Adoption of Utilities and Roading Activity Management Plans 2018.

Councillor Atkinson commented on community feedback on the glyphosate matters and outlined reasoning for ceasing any spraying directly over waterways. He commented on photos presented and ongoing education with adjacent landowners. Councillor Atkinson acknowledged additional cost of cleaning up waterways, and taking steps towards improve the situation. Public pressure is increasing on clean waterways. This is an affordable long term step in the right direction he remarked. Councillor Atkinson stated education needs to be led by leaders such as councillors who were elected by the community.

Councillor Stewart endorsed her colleague’s comments and believes WDC could lead in sustainable waterways and improved health of those waterways through such projects as the Cam River Project. Councillor Stewart praised staff in their sensible use of spray and community
feedback and was supportive of publicity on key projects. Councillor Stewart thanked staff for their efforts.

Mayor Ayers sought clarification where funding for Councillor Atkinson’s suggestion be sourced. J Palmer advised district wide funding is a uniform charge or per property. General discussion on where the additional funding would be allocated occurred.

Councillor Blackie remarked he was supportive of the general recommendation but reluctant with the addition of Option 2 however would support it being consulted on. Councillor Blackie acknowledged glyphosate as a tool, being one option for weed control but that needed to be combined with educational aspects. He reflected on Christchurch conversations, steam machines and the struggle for weed control.

**Amendment**
Moved:  Councillor Brine  Seconded:  Councillor Doody

That the Council remove recommendation (g) being option two.

Councillor Brine acknowledged the comprehensive report and informative presentation. He commented on glyphosate as being one of a number of tools available to staff, and having the confidence in staff common sense to use chemicals only when and where appropriate. Councillor Brine was also conscious of the additional cost involved, however was comfortable as the matter would be for public consultation with the draft LTP. Over time more technologies will become available, and will be discussed, however currently Councillor Brine believed glyphosate was an essential tool to be available for staff to use at discretion.

Councillor Doody supported the amendment due to having confidence in the staff who had already demonstrated careful and limited use of glyphosate.

Councillor Barnett stated she was of a mind to support the amendment having seen no conclusive evidence that glyphosate poses any significant health risk to our population and believed in staff having a choice to use the most appropriate means where available. Councillor Barnett acknowledged glyphosate as a tool, at this point in time, and noted there are two types of glyphosate. Councillor Barnett stated an extra cost for a lower level of service did not sit well with her, reflecting on anecdotal feedback from Christchurch residents.

Councillor Gordon stated he would vote for the amendment, acknowledging staff information at this time with its limited use and the fact the matter could be reviewed at another time. Councillor Gordon stated he appreciated the impact on rates of the increased spend.

Councillor Atkinson commented on the volume of research and conclusive proof, which has not been conclusive either way at this stage in his view. Councillor Atkinson queried when we stop spray use, and take the steps as examples of how to control weeds have been seen with positive results. Councillor Atkinson reflected on the cost of an indoor stadium which contributes to good health verse clean water and healthy waterways with a reduction in chemicals, accompanied by education.

Councillor Felstead stated he was not supportive of the amendment, and reiterated what option 2 means, which does not stop using glyphosate, but stops use directly over waterways.

Councillor Brine asked staff if Tram Road drain is considered a waterway. Staff confirmed it was a waterway, being a contributory of Silverstream and
has permanent flowing water. Councillor Brine then asked about the allocation of costs for traffic management when undertaking drainage clearing. Staff advised it is a day cost for traffic management.

Councillor Meyer commented on staff doing a great job in a difficult environment. He believed it was better not to be spraying over water and reflected on stream life 30-40 years ago and changes observed. Councillor Meyer was supportive of the amendment.

Councillor Brine called for a Division for the amendment
For: Councillors Blackie, Barnett, Brine, Doody, Gordon and Mayor Ayers
Against: Councillor Felstead, Atkinson, Meyer, Stewart and Williams

6:5

THAT the Council
(a) Receives report No. 180111001840.
(b) Notes that based on information to date, it is unlikely that the use of glyphosate by the Council would pose a risk to public health and the environment.
(c) Notes that the use of herbicide in Council operations is carried out strictly in accordance with the manufacturer’s instructions.
(d) Notes that herbicides, including glyphosate, for Council operations are only used where deemed necessary by Council staff and contractors, and other weed control options are used where they are deemed more appropriate.
(e) Notes that the budgets in the LTP have been based on continuing to use herbicides, including glyphosate, for weed control where deemed necessary by Council staff and contractors.
(f) Circulates this report to the Community Boards, Drainage Advisory Groups and the Waimakariri Water Zone Committee for their information.

CARRIED
Against Councillors Atkinson, Stewart and Williams

Councillor Atkinson believed this was a sad day, as the Council had an opportunity to make a difference today, but we did not take that opportunity. Chemicals are not good things and minimising their use is beneficial to the community he stated.

5.10 2018/19 Development Contributions Schedules – K LaValley (Project Delivery Manager)

K LaValley spoke to the report advising generally rates had decreased due to the way calculations and forecasts were undertaken. Adjustment has also been undertaken in the reserves development schedules.

Councillor Felstead queried Oxford matters being unrelated to growth and impact on Development Contributions (DC’s). Staff confirmed and clarified the situation. The table in the report was referred to and the effect of DC’s for viability for development. J Palmer commented on working with developers, for aspects such as storm catchment areas were we manage and charge through DC’s which manages the risk, particularly for Rangiora developments.
THAT the Council
(a) **Receives** report No. 180111002046.
(b) **Approves** the Draft 2018/19 Development Contributions Schedule for consultation with the 2018-28 Long Term Plan.
(c) **Notes** that the methodology for the neighbourhood reserves land purchase has been reviewed and updated.
(d) **Notes** that staff will be assessing the options for development contributions when existing properties connect to reticulation. A report will be brought to Council with a recommendation based on this assessment.
(e) **Notes** that proposed updates to the Development Contribution Policy are presented in a separate report (TRIM 180111001799).

CARRIED

5.11 **Draft Development Contributions Policy 2018/19** – **M O’Connell (Senior Policy Analyst)**

M O’Connell commented on amendments to the policy which primarily relates to timing of payments. Another change due to Resource Management Act changes, related to financial contributions was explained. Resident population figures had been reviewed and that has changed downwards from previous calculations with schedules and maps amended accordingly. There will be a full review next year and reported back to the Council.

J Palmer commented on pg 416, para 4.6.3 and clarification on the situation of administration in relation to a 224 Certificate “or” option. K LaValley briefly outlined options and impacts, acknowledging that further work needs to occur as part of the 2019 full review.

THAT the Council
(a) **Receives** report No 180111001799
(b) **Approves** the Draft Development Contribution Policy 2018/19 for consultation as a Special Consultative Procedure as part of the 2018-2028 Long-Term Plan.
(c) **Notes** that this update has been undertaken through the Development Contribution Internal Review Group.
(d) **Authorises** staff to make minor amendments to the Policy.

CARRIED

5.12 **Fees and Charges for Community Facilities and Airfield Ground Rental** – **C Sargison (Manager Community and Recreation)**

C Sargison provided an overview of the report, commenting on comparisons with other districts and facility hire. He commented on
upgraded buildings following the earthquakes, particularly toilets and kitchens. Cleaning is now undertaken generally by the Council contractors rather than groups and the level of service including technical support has increased. C Sargison commented on different category groupings of facilities at varying locations across the district.

Staff advised the biggest change relates to recommendation (c), commenting on the volume of fee waiver requests that occur and the issues caused. C Sargison commented on potential agreements with groups and communication on changes to each regular user group.

C Sargison commented on airfield operations, improved safety procedures and charging systems. The Council leased out the land however the buildings are privately owned. A water pump and toilet at the airfield are the only owned Council buildings at the airfield.

Councillor Williams referred to the airfield and businesses operating out of the airfield, in relation to low rental rates. He inquired if it was possible to increase the Council income to break even and be more competitive. C Sargison advised it was possible, but queried if the users would agree. Staff referred to pg 274 of the airfield budget and commented on an approximate $200,000 per year deficit. C Sargison commented on the terms of land leases and the 30 year terms that commenced in the mid 1990’s, noting there is a rent review period. If the Council desired to have a differential rate for commercial users then staff would have to undertake research, review current leases, investigate commercial and hobby rates and report back. It was noted that an increase in landing fees would help increase overall funding. C Sargison commented on hangar size and how some hangar owners subleased to other plane users and how commercial use may be interpreted.

Councillor Williams queried increased landing fees as having no effect on commercial non-flyers. C Sargison reflected on the various types of users of the airfield. No land was currently available for new hangars however land recently purchased on the other side of the road may be able to become a commercial area and operate at commercial rates in the future. Staff understood approximately six hangars are still to be built in the near future.

Mayor Ayers referred to the Priors Road development and it not being included in the budget. C Sargison advised there was currently no significant user that had approached the Council so it was not in the budget for future plans. It could be added to a later LTP if the situation changed.

The meeting adjourned for an airfield related briefing at 11.46pm and recommenced at 12.15pm.

J Meyer departed the meeting at noon for the remainder of the afternoon.

Councillor Gordon referred to current facility charges and sought clarification on some facilities fee not changing from current rates, referring to a group with limited use of other rooms. C Sargison commented that Advisory groups do not pay anything for meeting rooms as the groups are part of the Council. Such examples were Pearson Park Advisory Group and Friends of the Rangiora Town Hall.

Councillor Barnett commented on Woodend Community Centre and weekend rates particularly in relation to the impact of an annual flower show. C Sargison commented that increased demand at that facility now experiences heavy use on weekends. Under the recommendations, if the
flower show organisers wanted a different rate they would be required to apply to the Community & Recreation Committee.

Councillor Barnett enquired if charges could be staged over two years referring to a 50% increase for some facilities. Staff advised that is a decision of the Council. The rates suggested are reflective of rates that should perhaps have changed earlier.

Moved: Councillor Doody Seconded: Councillor Atkinson

THAT the Council

(a) Receives report No. 180117003266

(b) Approves the fees and charges for community facilities as attached in Appendix 1 (P6) for inclusion in the Fees and Charges Section of the Draft LTP.

(c) Approves the community facilities fees and charges applying to all users.

(d) Approves the airfield land rent charge of $4.00 per square metre for inclusion in the Fees and Charges section of the Draft LTP.

(e) Staff to contact all airfield facility users and indicate that a review of airfield charges will occur over the next 12 months and discussions with users will be held as part of the review.

CARRIED

Against Councillor Barnett

Councillor Doody thanked staff for the reasonable and responsible approach to fees and charges. It was also commented that an airfield review is appropriate given the nature and increased use of the facility.

Councillor Atkinson remarked that it is appropriate to review the airfield situation and have a future discussion on future charges. Councillor Atkinson accepted that community groups have difficulties in funding facility hire, but the Council requires some form of income from the venues to cover maintenance and ongoing servicing. Councillor Atkinson believed there was realism around the proposed rates.

Councillor Gordon reflected on past Community and Recreation Committee discussions and the expectation of receiving feedback from community groups on the proposed changes to facility charges, including process for seeking a different rate. Councillor Gordon understood the proposal for staff to no longer have the discretion to amend rates but a process to have a firm framework and option for individual groups to approach the Community & Recreation Committee, via a formal staff report for consideration of the Committee. Councillor Gordon was supportive of a review of airfield charges.

Amendment

Moved: Councillor Barnett

Revolves recommendation (c) and replaces with ‘that for community facilities support a gradual introduction of fees for Community Facilities with 50% in the first year (being 2019/20) and 50% in 2020/21.

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Councillor Barnett stated she appreciated the work undertaken and understood the proposed rates for community facilities, commenting on
community fundraising that contributed to the Woodend community facility. Councillor Barnett commented on her experience being a treasurer of a community group and the increase of hire rates being too much, too soon for some groups to organise their budgets going forward. Councillor Barnett suggested the proposed increased facility hire rates would impact on events such as the Woodend spring flower show and groups would likely need to negotiate with the Council for future use. Councillor Barnett stated she would vote against the recommendation believing it was too harsh and too soon and would seriously compromise groups and events. Councillor Barnett remarked that she hoped proposals of change would be well communicated to groups so they can provide feedback through the process.

Councillor Gordon sought clarification on charges being per day rather than as Councillor Barnett was interpreting per hour. C Sargison clarified hourly rates and not charging overnight rates. Staff advised the table of charges would be modified to be clear on day or hour rates and recirculated to the Council before the meeting ended.

Councillor Doody was happy with the proposal and noted the change for the Woodend Community Centre amendment from a day rate rather than an hourly rate.

The meeting adjourned at 12.40pm and recommenced at 1.14pm.

5.13 Draft Community Green Space Activity Management Plan 2017 – C Brown (Community Green Space Manager)

C Brown outlined the report and previous considerations taken on board from the Community & Recreation Committee. The Activity Management Plans (AMP’s) have been sent for a peer review. It was possible that capital projects may change through the LTP process and affect the AMP’s and these would be adjusted accordingly through the process.

Moved: Councillor Atkinson Seconded: Councillor Blackie

THAT the Council

(a) Receives report No. 171107120943.
(b) Notes that a preliminary version of the Draft Community Green Space Activity Management Plan was presented to the Community and Recreation Committee in November 2017.
(c) Notes that the Draft Community Green Space Activity Management Plan has been sent to an external consultant for peer review.
(d) Adopts the Draft Community Green Space Activity Management Plan (TRIM 171110122373).
(e) Approves the Community Green Space Manager to make minor amendments if required as a result of the peer review.
(f) Notes that the final Activity Management Plan will be adopted by Council in conjunction with the adoption of the Final LTP.

CARRIED

Councillor Atkinson stated that it was a well prepared report, and he appreciated the references to other documents.

Councillor Blackie was complimentary to a comprehensive report.
5.14 **Waimakariri Public Art Advisory Trust – C Sargison (Manager Community and Recreation)**

C Sargison reflected on past discussions and proposed consultation with the public. He highlighted reasoning for not having an annual grant and commented on the Creative Communities Fund relationship. The trust deed would be amended to be appropriate to the need as directed by the Council and would be presented back to the Council at the time of the LTP adoption.

J Palmer outlined aspects for consideration of whether the trust becomes a Council Controlled Organisation (CCO) including the risks involved, auditor implications or other aspects by representatives and control level and deed implications. The implications of different options available to the Council were outlined.

Councillor Blackie enquired of implications for $25,000 seed funding. J Palmer commented that there would be no impact in relation to that funding however matters for consideration do revolve around the level of control ie directors, representation or council appointments etc.

Councillor Gordon reflected on past involvement with the working party and past work undertaken to get deed to the current draft.

Councillor Doody outlined the thinking of the working party and the direction they took.

J Palmer advised the draft deed is outlined as a CCO. He outlined the implications and processes required to move forward with a statement of proposal.

Councillor Doody sought clarification on other groups such as the Community Art Trust etc. Staff confirmed such groups that the Council support were not CCO’s.

Mayor Ayers queried audited accounts. J Palmer advised auditing and accountability requirements of a CCO.

Councillor Gordon sought advice on the best way forward. J Palmer reiterated the options for the Council to consider.

Councillor Williams enquired if the Council does not control the trust, if there were any issues with fraud etc. J Palmer outlined the responsibility that lay with the Trust and that some public liability insurance cover would be required.

Moved: Councillor Gordon Seconded: Councillor Doody

**THAT** the Council

(a) **Receives** report No. 180118003966

(b) **Receives** the Art in Public Places Policy and Waimakariri Public Arts Trust Deed.

(c) ** Approves** the inclusion in the Draft LTP of the Proposal to establish a Waimakariri Public Art Advisory Trust.

(d) **Notes** that the expectation is that the Trust will externally source funds for art installations
Councillor Gordon remarked it was appropriate this matter is considered as work had been done on the deed and policy that accompanies it. He believed public money is not needed right now and that the matter would be looked at in the future. However, this resolution would enable the trust to seek funding from other sources. Councillor Gordon reiterated the purpose of the proposal was to have some experts on public art and deal with a number of enquires.

Councillor Doody reiterated thoughts of the working party and believed the resolution would enable achievement of suitable placement of arts in the community, with appropriate processes and accountability being followed.

5.15 **Cones Road Proposed Walkway Link to Boundary Road - C Brown (Community Green Space Manager) and M Kwant (Community Projects Officer)**

C Brown spoke briefly on the report, providing history including Community Board recommendations.

Councillor Blackie queried the safety factors and the costing of road works required. C Brown advised speed reduction and widening of the road was required.

Councillor Barnett sought clarification on where the budget was coming from. Staff confirmed no funding had been signalled from the Rangiora-Ashley Community Board, roading works would be funded from the roading budgets, recreation staff would provide advice to the community on requirements however the majority of the track proposal was intended to be a community funded and supported project.

Councillor Williams queried why roading costs were not included in the report. Staff explained the outstanding roading report which would be provided before the LTP was finalised.

Moved: Councillor Gordon    Seconded: Councillor Barnett

**THAT the Council**

(a) **Receives** report No.180104000506

(b) **Notes** that the Rangiora / Ashley Community Board supported the construction of a walkway between Cones Road and Boundary Road at its March 2017 meeting subject to a number of safety initiatives being implemented including the reduction of the speed limit to the unsealed portion of Cones Road.

(c) **Approves** funding of $11,800 being included in the draft Long Term Plan for the construction of a track from Cones Road to Boundary Road.

(d) **Notes** that a budget of $11,800 for the track construction has already been included in the draft budget sheets in the 2018/19 financial year.

(e) **Notes** that the Roading report Trim # 170822090365 regarding the reduction of the speed limit on Cones Road and other safety
related changes to Cones Road is still lying on the table and will be considered when the Long Term Plan is finalised.

CARRIED

Against Councillors Atkinson and Williams

Councillor Gordon outlined what was being sought at this time as a budget provision. Safety matters such as roading were still to be considered. Councillor Gordon commented on the Community Board discussions, and the final outcome is still subject to budget deliberations. Councillor Gordon commented on other work being done at Cones Road corner which is a separate issue.

Councillor Barnett reflected on the first presentation from Mr Harris at a previous Woodend-Ashley Community Board some time ago, and was pleased to include the project in the draft LTP so the community can comment. Councillor Barnett commented on the importance of supporting volunteer initiatives, on water quality and native flora and fauna.

Councillor Williams stated he would oppose the motion, reflecting on neighbours’ feedback and safety concerns. Councillor Williams was concerned about safety and the possibility of a serious accident/death along that particular road, remarking on environmental factors.

Mayor Ayers supported the motion on the basis of the project being included in the budget for public comment and acknowledged there were further discussions on roading matters yet to occur.

Councillor Blackie was supportive of the concept of a track and volunteers driving the project but expressed reservations about safety aspects which would be considered another day.

Councillor Doody was supportive of the motion and consultation opportunity but acknowledged more work needed to be done.

Councillor Atkinson stated he would not support the motion as he held concern for safety related matters which needed to be addressed.

In his right of reply Councillor Gordon stated road safety matters would be dealt with later, but he was supportive of the project being included in the LTP and would reserve further thoughts until he had reviewed the public comment and feedback.

5.16 Te Kohaka o Tuhaitara Trust Management Plan – J Millward (Manager Finance and Business Support)

C McMillan and G Byrnes presented information on behalf of the Te Kohaka o Tuhaitara Trust. C McMillan advised that current information is an executive summary.

C McMillan reflected on the recent positive meeting with the Pegasus Residents Association where the Trust outlined proposed plans for the Western Ridge reserve area with a 200 year vision. G Byrnes commented on the need for a clear strategy and additional help, along with continuing ecology education with schools and research work with Universities. Additional resource was required to manage educational aspects and the physical operations. The Trust were seeking continued support from the Council and would also be discussing matters with Ngai Tahu.
G Byrnes commented on the risk of being a victim of success particularly in relation to the importance of ongoing work with local schools. To date the Trust had developed a successful mix to achieve the Trust mission but further work and resourcing was required. The community is starting to recognise the importance of the work and is supportive, even to a participation level.

The Trust is seeking two positions; one being a visitor liaison person and another relating to the physical aspect of track and contract work. G Byrnes advised it was typical for Local Government involvement with aspects of coastal protection work which had already begun at the Park. G Byrnes commented on the dune protection programme progress with assistance of the University.

Councillor Atkinson sought an update of the University involvement. G Byrnes commented on the University of Hawaii and transferrable aspects related to species that migrate to the sea. Research is ongoing with the Ministry of Primary Industries contributing with equipment that will be retained by the Trust at the end of the research project. He also commented on the 30 bio-nodes research and sharing the information with other research groups.

Councillor Gordon sought clarification on the breakdown of the requested $150,000. C McMillan confirmed it was basically for the resourcing of two people. The Trust were currently in the process of producing a comprehensive business plan. It was also clarified that the Council currently grant $30,000 to the Trust, so it is actually an additional $120,000 being sought, and collectively totalling $150,000.

Councillor Gordon enquired as to what other funding was being sourced. C McMillan advised currently the Trust were discussing matters with Ngai Tahu and various options were being investigated. The Ministry of Education will be also targeted as the school programmes are ERO approved.

Mayor Ayers enquired if the Hawaiian researcher is also looking at cultural sharing. G Byrnes confirmed this was the case.

Mayor Ayers commented that contestable funding is not always available every year, enquiring if the Trust envisaged funding being maintained over a number of years. C McMillan confirmed the Trust would appreciate if the funding was set for a number of years. She spoke of being dependent on grants which were often short term (yearly) and it would be beneficial to source longer term funding (3-4 years) to provide longer staffing contracts and assist with staff attraction and retention. The Trust were exploring options which could include a research centre which could potentially generate further funds.

G Byrnes commented generally on the group Trees that Count, the Western Ridge proposal, regeneration land options and strengthening partnership increasing vibrancy to the area.

Councillor Blackie commented on Iwi and Council being equal partners and clarification if the Trust was seeking to match funding. C McMillan confirmed that whilst funding was being sought, it was not necessarily for the same things but complementary which would have overall benefit to the community.
THAT the Council

(a) Receives report No 180119004236;

(b) Receives the Summary Business case for Te Kōhaka ō Tūhaitara Trust;

(c) Approves an annual Grant of $150,000 plus GST to Te Kōhaka ō Tūhaitara Trust that would contribute towards the additional operations cost of the conservation areas; subject to receiving a full business plan and breakdown of budget.

(d) Notes that budget provision is to be funded from the Governance Grants account and that this amount has tentatively been included within the 2018-2028 Long Term Plan. Excluding contributions in kind, the total amount provided within the 2018-28 LTP for grants and leases is $243,391 p.a.;

(e) Notes Te Kōhaka ō Tūhaitara Trust are also receiving land as a result of the Regeneration Plan and is be funded from a number of other external sources.

(f) Notes that Te Kōhaka ō Tūhaitara Trust is to incorporate into the Reserve Management Plan and the Statement of Intent additional objectives and measures in relation to the recently acquired ECMA & WCMA.

CARRIED

Councillor Atkinson spoke of development of the area since his involvement, the success of the Trust and the importance of continuing to move forward.

Councillor Blackie endorsed his colleague’s comments and was very supportive of the educational and ecological benefits and achievements to date.

Councillor Gordon was complimentary of progress and development of the Park, commenting that the support of the Council had been earned through progress and results achieved to date and he personally admired the work done.

Councillor Barnett stated she was delighted to hear about the links in the community, with schools, residents and Runanga. Councillor Barnett believed the work could not be measured in dollars and had received positive feedback from the community. She was confident the Western Ridge area would be looked after well by the Trust.

Councillor Stewart endorsed comments of such an exciting and successful project. Councillor Stewart stated she was fully supportive of granting $150,000 for the next ten years. She remarked on the work of the Trust fits with her personal vision of the park being a contributor to a national visitor attraction of the Waimakariri trails between two important rivers. Councillor Stewart encouraged members to support the project and visit again.

In his right of reply Councillor Atkinson commented on sea level rises and the work that is being undertaken at the Park, and how the whole community will benefit. He commented on the positive relationships and
the projects occurring in an affordable way that is accepted by the public. Councillor Atkinson believed the whole park area is a jewel in the crown of the district.

Mayor Ayers thanked the speakers for their ongoing work, commenting positively on the ecological benefits.

5.17 Rangiora Service Centre Refurbishment Project – R Hawthorne (Property Manager)

R Hawthorne spoke to the report providing an overview of issues within the Rangiora building primarily relating to frequent maintenance and ongoing staff accommodation space. Future reports would be provided as the various staging occurs of differing aspects of the project to clarify the spend at a particular time. He spoke of alternative options considered and associated risks and benefits considered.

Staff noted a preference for the councillor’s room to be referred to as a meeting room.

Councillor Barnett sought to understand the essential requirements and commented on the Farmers office space. J Palmer commented on the increased use of the staff area over the next two to three years and the team working environment. The proposal was significant for current purposes and would be anticipated appropriate for the next ten years. The demands and challenges on the Rangiora campus were outlined including outdated air conditioning systems, limited installation in some areas, cramped working areas, limitations of building infrastructure access. The proposal was aimed at improving efficiency of space, air flow systems and health and safety aspects.

Councillor Williams indicated support for some modifications, however queried the supporting figures, particularly against rental rates for other buildings in Rangiora and Southbrook. Mayor Ayers sought clarification and asked if alternative lease solutions were a possibility. J Millward clarified the proposal was about renovating what WDC currently has.

Councillor Stewart enquired if aspects of the project would be tendered. Staff confirmed a tender process would occur, then the Council would be updated accordingly once prices were received.

Moved: Councillor Atkinson Seconded: Councillor Gordon

THAT the Council

(a) Receives report CPR-05-04 / 180119004578

(b) Approves The Rangiora Service Centre Refurbishment Project at 215 High Street and budget $3,985,000;

(c) Notes that;

• The expenditure timing in the LTP as 2018/19 ($2,300,000), 2019/20 ($1,685,000)
• The option attends to identified hazards and risks – both health and safety as well as business continuity and performance
• Provides future proofing for staff growth over the next 10 years and aligns with Ta Matou Mauri and the Councils organisational culture.
• Several lease and refurbishment options have been reviewed and evaluated and this is considered the preferred and most viable option.

• Adds value to the existing asset and improves the working environment for existing staff, as well as allowing for a more adaptable re-use of the building either for sale or for integration with a building extension, if needed.

CARRIED

Councillor Atkinson commended staff for accepting the current restrictive accommodation and an employer’s responsibility. Councillor Atkinson remarked on having respect for staff and the need to look after the people who look after the community.

Councillor Gordon endorsed comments, and the duty to provide a safe and healthy place to work, noting the substandard air-conditioning. Councillor Gordon emphasised the need to plan for the future. He reflected on Christchurch City rental rates and effects after the earthquakes and the subsequent changes in the rental market. He acknowledged Councillor Williams view however believed that whilst the build cost may be lower once the fit out is added it averages information in the staff report.

Mayor Ayers agreed with many of the previous comments particularly the various levels of accommodation around the Rangiora campus and was supportive of improving air systems etc.

Councillor Barnett explained her earlier questions, public perceptions and acknowledged the back office conditions. Councillor Barnett believed it was important to inform the public about the conditions, the need for the investment and commitment to being a good employer with appropriate health and safety standards.

Councillor Stewart endorsed the recommendations, and challenged Councillor Williams to submit a tender if he could build for substantially less than what was reported. Councillor Stewart would await the tender information and plans. Councillor Stewart commented on being conscious of the public purse, and balancing the responsibility to the staff for appropriate accommodation as it was unacceptable for staff to continue in the current conditions.

Councillor Blackie was supportive of the motion, commenting on various options and balancing funding.

Councillor Williams was supportive of the motion acknowledging the ‘rabbit warren’ however believed that long term the Rangiora building is not going to be suitable therefore cautioned the need to be smart about proposed improvements.

In his right of reply Councillor Atkinson acknowledged Councillor Williams’ right to question expenditure and looked forward to the next phase.

The meeting adjourned at 12.45pm and recommenced at 1.20pm.
5.18 Waimakariri District Plan Review – District Plan Review Budget – T Ellis (Development Planning Manager)

T Ellis provided an overview of the two stage process required to implement a new District Plan. The Plan is evidence based throughout the process, hence the need for contracting experts in at various points through the process. T Ellis provided an update on where neighbouring councils are at with their Review and implementation, which Waimakariri can take learnings from and commented that information sharing on best practice is occurring.

Councillor Williams queried the Rangiora Town Centre (RTC) Strategy budget of $100,000, asking why just one town. S Markham explained the RTC Strategy which feature traffic and transport prominently. He then explained a similar process was underway in for Kaiapoi and that Oxford matters had been recently updated with the Oxford-Ohoka Community Board. S Markham also commented on commercial facilities such as Ravenswood would come up for discussion at a later phase. The budget funding being sought was proposed for investigative technical aspects for the RTC Strategy.

Councillor Doody queried staffing requirements and whether student interns was applicable. T Ellis confirmed that interns had already been sourced and utilised for aspects of the strategy project.

Moved: Councillor Atkinson  
Seconded: Councillor Blackie

THAT the Council

(a) Receives report No. 171215136380.
(b) Approves loan funding of $4.131 Million to complete the statutory process of the District Plan Review over the five-year period to 2022/23 as set out in paragraph 3.6 below.
(c) Notes the estimated total cost of the District Plan Review is $8million.
(d) Notes a loan funding repayment period of 15 years (to 2032/33).

CARRIED

Councillor Atkinson commented on past conversations regarding costs and process and the work involved to date. He remarked on the legislative process required and that Waimakariri is undertaking a significant project for less cost than Selwyn Council are undertaking their District Plan review.

5.19 Additional Business and Centres Unit Resource – S Hart (Business and Centres Manager and S Markham (Manager Engagement and Strategy)

S Hart highlighted key aspects of the report noting key aspects of good relationship management, leadership, co-ordination and development of resources for the community. Each type of actively has grown across a range of projects with many core project plans being close to completion and ready for implementation soon, which requires greater resourcing. Tables in the report were referenced.

Councillor Williams sought clarification on the role, and whether it was a double up of resource that ENC provide. S Markham responded that ENC is about business attraction which is complimentary to council resources;
provided an example of Cones Street, proposed development and the different council units that would be involved from planning, consenting, roading etc. The current role of Business and Centres Manager provides a single link with council departments for varying consents required.

Councillor Stewart sought further clarification of the Business and Centres Manager’s responsibilities. S Markham further explained the concept of the new business experiencing the different council units in an integrated way. It was acknowledged some smaller businesses take more time to work through the process due in part to their own resourcing. The day to day work that the Manager undertakes was explained with examples provided of that ongoing relationship from initial conversations, through to implementation. There were currently a number of developments occurring, with others still working through options. The aim was to be more proactive rather than reactive, making the Council more business friendly. The role S Hart undertakes is seen as the project manager for RTC and KTC.

Councillor Barnett asked if there was a case for bringing ENC in-house resource. S Markham advised it was part of a wider issue of the Council being at arm’s length of the economic basis. In a supplementary question Councillor Barnett enquired if it would be possible to bring some aspects in-house. S Markham spoke of a phase in the earthquake recovery, the role of ENC being business attraction and the different expertise required for navigating through council processes. Staff commented on being organised internally to deal with new business in an integrated way.

Councillor Barnett sought evidence of what the current role had achieved in the last two to three years to assist justifying the proposal. S Markham referred to the business case and information in the report.

Councillor Barnett spoke of economic development and administration support from other Council areas. S Markham reiterated time spent with developers, and the strategy planning being part of the Business and Centres Manager role with the implementation of two Town Strategies. S Markham commented on other department resourcing.

Councillor Barnett enquired if on-line information would assist. S Hart advised that initially a physical presence is required, followed by a second stage of online information and thirdly physical presence again with education and liaison. S Hart commented on the complexities of providing guidance and advice on regulatory application processes. On-line information would not reduce the overall input required.

J Palmer acknowledged the need to improve the level of service to the customer, particularly regulatory related. He reflected on the creation of the role and the differences and improvements that have occurred as a result of the Business and Centres Manager role. Some pressure points had been identified, including with the ownership of Town Centre Strategy and the proposal before Council was another step to improving that level of service.

Moved: Councillor Gordon Seconded: Councillor Doody

THAT the Council

(a) Receives Report No. 180109001129

(b) Notes the information contained in the attached Resourcing Business Case.
(c) **Notes** the potential resourcing options illustrated in the Options and Issues section below.

(d) **Approves** an annual inclusion of $100,000 into the Business and Centres Unit budget for a permanent full time Business and Centres Advisor (Resourcing Option 3C as per section 3.3 below).

(e) **Circulates** a copy of this report to Community Boards for their information.

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CARRIED

*Against Councillors Barnett, Stewart and Williams*

Councillor Gordon believed the CE had summed up the value of the role. He acknowledged people need assistance to navigate through the various council processes. Councillor Gordon remarked that he wanted the Council to have a good reputation, and customer experiences reflects on all of us. Councillor Gordon reflected on his experiences as the Business, Promotion and Town Centre portfolio holder.

Councillor Doody spoke of the importance of building good relationships with potential business from the first impression.

Councillor Williams was complimentary of the current role. Councillor Williams remarked on developers generally having their own resources, and should pay for the service rather than ratepayers generally. He believed more use of ENC resourcing should occur, or alternatively move some of the ENC budget towards this proposal and Councillor Williams believed there was some doubling of resource.

Councillor Barnett was generally supportive of the current role and work undertaken to date. However Councillor Barnett believed the responsibility should lie across all staff for developing the culture and customer experience. Councillor Barnett stated she was yet to be convinced that there was a need for a second person as proposed and concerned with the budget impact suggesting the administrative aspect be resourced internally.

Councillor Atkinson stated he was still deciding the merits of the proposal, and reflected when he advocated for the role in 2011 which came to fruition in 2015 and how things evolve. Councillor Atkinson commented on competition for business from other authorities, population growth and the need to attract business, economic benefits including people working in the district. Councillor Atkinson stated he did not believe the proposed role was the function of ENC, however he accepted there was some cross over with other budgets and departments. Councillor Atkinson complimented the work undertaken by S Hart.

Councillor Stewart held some concerns that had already been raised, however acknowledged the benefits of the current role. Councillor Stewart stated she was supportive of more resource if the proposal combined with the Business Support Manager from ENC being brought in-house. Councillor Stewart believed this would enable administrative assistance to be better supported across the organisation. Councillor Stewart remarked she would like to see complete review of both functions and that the ratepayers need transparency and accountability.
Councillor Brine responded to Councillor Stewart’s comments. Councillor Brine was supportive of the proposal if further investment is made. He believed the district benefits from this role and ENC and had seen the evidence.

Mayor Ayers commented on being a growing district as are the businesses, and he would be interested in the next census data of who works or lives outside the district. Mayor Ayers reflected on the importance of momentum of what had been started with many new business being small to medium in size and the Council recognising the need to provide assistance to work through regulatory process. Mayor Ayers reiterated the function of ENC and the differences being proposed relating to council/consenting/building processes and the importance of someone in-house coordinating between different departments. Mayor Ayers commented on personal experiences with potential business operators and encouraged councillors to support the proposal.

Councillor Felstead stated he had heard no negative aspects with the current role, however the question is does the role need support and he believed it was outlined in the report and with staff presentation.

Councillor Blackie remarked the question for him came down to value for money, such as spreading the role among existing staff or having one dedicated person.

6. MATTERS REFERRED FROM COUNCIL AND COMMITTEES

Item 6.1 is referred from the Council meeting of 5 December 2017 being report reference 171123127385.

6.1 Waste Management and Minimisation Plan 2017 – Hearing Panel

Waste Management and Minimisation Plan 2017 (Councillors R Brine – Chair, W Doody and P Williams)

K Waghorn spoke to the report and tabled an amended recommendation (k) to enable the proposal to be included into the LTP.

Moved: Councillor Brine Seconded: Councillor Doody

THAT the Council

(a) Receives report No. 171123127385.

(b) Approves the following inclusions and amendments in the 2017 Waste Management & Minimisation Plan.

1. Insert Option C as the preferred kerbside collection service in Section 5.4 comprising service choices of: rates-funded recycling bin, collected fortnightly; user-pays WDC rubbish bag OR rates-funded rubbish bin, collected fortnightly; AND/OR rates-funded mixed organics bin, collected weekly.

2. Insert the below targets in Section 2.2

   a. Reduce annual per capita waste to landfill from 294kg per capita in 2015/16 to 236kg per capita by 2029
b. Increase the annual per capita quantity of materials diverted from 170kg per capita in 2015/16 to \textbf{228kg per capita} by 2029

(c) \textbf{Notes} that the final draft version of the 2017 Waste Management & Minimisation Plan will be brought to the Council for approval after the 2018-2028 LTP has been approved.

(d) \textbf{Notes} that the Long Term Plan solid waste budgets, Solid Waste Activity Management Plan and solid waste section in the Infrastructure Strategy will be prepared using the kerbside collection methodology as approved in 2(b)i.

(e) \textbf{Includes} a proposal in the Draft LTP to change the rating policy so that motels and other similar businesses only pay for one recycling targeted rate per property. Additional bins, if requested, would be provided and rated at the standard charges.

(f) \textbf{Requests} staff to bring further advice to the Council following the LTP consultation regarding the option of the Council or the Contractor owning the bins.

(g) \textbf{Requests} staff to bring the proposed engagement method and material for asking property owners which service option they choose to Council for approval prior to release.

(h) \textbf{Requests} that staff provide information on proposed fees and charges for properties to change their future service option following their initial choice.

(i) \textbf{Requests} staff, prior to the introduction of the new services, to enquire of each eligible household which services they wish to use. If no choice is made the default position will be that the property continues to receive a fortnightly recycling service and has access to the Council’s user pays fortnightly bag collection service.

(j) \textbf{Increases} the level of education to the public on the reduction of waste including diversion to green waste.

(k) \textbf{Approves} inclusion of Option C comprising the following service choices as the preferred kerbside collection service for public consultation in the LTP 2018-28 and its associated Consultation Document:

1. Rates-funded recycling bin, collected fortnightly.
2. User-payers WDC rubbish bag OR rates-funded rubbish bin, collected fortnightly
3. AND/OR rates-funded mixed organics bins, collected weekly.

\textbf{CARRIED}

Councillor Brine remarked that this proposal had been through an extensive public process and this was another opportunity for the community to provide feedback.

Mayor Ayers reflected the matter had already been through a special consultative procedure and this was the second stage that is required.
Item 6.2 is referred from the Utilities & Roading Committee meeting of 12 December 2017 being report reference 171122126970.

6.2 Utilities and Roading Activity Management Plans 2018 – G Cleary (Manager Utilities and Roading) and S Collin (Infrastructure Strategy Manager)

S Collin spoke to the report, briefly outlining amendments. It was advised the final document would come back at the finalisation stage of the LTP, which will incorporate any amendments.

Moved: Councillor Atkinson  Seconded: Councillor Meyer

THAT the Council

(a) Adopts the following 2018 Activity Management Plans for Roading, Water, Wastewater, Drainage, Stockwater, and Solid Waste:

i. Introduction, IFR-02-01, TRIM 170724076981

ii. Roading AMP, IFR-02-02.04

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i. Water Supply AMP, IFR-02-03

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### ii. Wastewater AMP, IFR-02-04

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### iii. Drainage AMP, IFR-02-05

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v. Solid Waste AMP, IFR-02-07

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<td>171129129620</td>
</tr>
</tbody>
</table>

(b) Notes that the levels of service provided for are reflected in the draft budgets for the Long Term Plan (LTP)

CARRIED

Items 6.3 to 6.5 are referred from the Community and Recreation Committee meeting of 21 November 2017 with copies of the three reports provided.

6.3 Community Green Space Strategic Planning – C Brown (Community Green Space Manager)

C Brown commented on the different aspects of the report and highlighting key areas of each strategy and the reasoning behind the recommendations. Staff commented on the level of service and prudent budget.

Mayor Ayers referred to toilets in Rangiora, particularly in the town centre asking if staff had considered increased publicity and signs on where public toilets, such as the New World public toilets are located. Staff referred to pg 694 reflecting on a proposal of promotion. C Sargison commented on the demand placed on the library toilets which was primarily to cater for library users and that people would use Victoria Park toilets if they were of a better quality.

Councillor Williams queried tree maintenance against budget levels. Staff advised there was no increase to the budget, but the number of trees staff were responsible for overseeing had increased in the district. Maintenance was undertaken with less frequency for the same funding. Staff advised the greenspace maintenance contract would tendered later this year. It was noted that Council trees are maintained on a height basis, and because of development in the future there will be a need to increase the budget due to the increasing number of larger trees. Currently the Council oversee approximately 19,000 trees.

Councillor Barnett queried the sports strategy consultation as it appeared no consultation had occurred with schools or play centres. C Sargison explained where the expertise is based, and liaison with many different groups. Mayor Ayers commented on the interaction with Community Boards and localised consultation. C Sargison commented on discussions with Community Boards of each strategy.

In a supplementary question Councillor Barnett enquired about signage in rural areas. Staff confirmed it was occurring in rural areas as well as urban areas.
Councillor Gordon enquired if the Youth Council had been consulted on aspects of the report. Staff confirmed that the group had been consulted.

Moved: Councillor Blackie  Seconded: Councillor Gordon

THAT the Council

(a) **Receives** report No. 171103119339

(b) **Receives** the Sports Facilities Strategy (Trim: 171114123628)

(c) **Receives** the Public Toilet Strategy (Trim: 171114123588)

(d) **Receives** the Play Space Strategy (Trim: 171114123637)

(e) **Approves** a new level of service for the maintenance of street reserve and cemetery trees which provides a programmed maintenance visit for all trees based on the below table.

<table>
<thead>
<tr>
<th>Category</th>
<th>Frequency</th>
<th>Example Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Urban Streets</td>
<td>4 years</td>
<td>Williams St Kaiapoi, Main St Oxford, Good St, Rangiora</td>
</tr>
<tr>
<td>Urban Reserves</td>
<td>7 years</td>
<td>Arlington Reserve, Corcoran Reserve, Pearson Park</td>
</tr>
<tr>
<td>Rural Roads</td>
<td>7 yearly</td>
<td>Keetley Place, Libby drive, Mill Road</td>
</tr>
<tr>
<td>Rural Reserves</td>
<td>7 yearly</td>
<td>View Hill Domain, Whites Road Reserve, West Oxford Reserve</td>
</tr>
<tr>
<td>High Profile Reserves</td>
<td>annually</td>
<td>Victoria Park, Kaiapoi Domain, Rangiora Service Centre, Trouselot Park</td>
</tr>
<tr>
<td>Young tree Maintenance</td>
<td>annually</td>
<td>WDC planted trees under 8 years old</td>
</tr>
</tbody>
</table>

(f) **Notes** that approving the levels of service for tree maintenance will have no impact on current budget allocation.

(g) **Notes** that no additional land is required to be purchased over the LTP period.

(h) **Notes** that the artificial provision of $1.7million in 2018/19 is no longer required.

(i) **Approves** the provision of $1.7million over the ten year period for upgrading and development of existing sports facilities.

(j) **Notes** that there is a separate report on the provision of indoor court facilities.

(k) **Approves** an additional total of $500,000 of capital expenditure over ten year period to provide for a new toilet at Mandeville Sports Ground (Equestrian), Millton Memorial Reserve and West Oxford Reserve. Note that the previous LTP had a funding provision of $114,000 in 20/21.
(l) **Notes** that staff will investigate funding opportunities from the Tourism Infrastructure fund for West Oxford Reserve and Saltwater Creek.

(m) **Approves** an additional total of $90,000 capital replacement funding over the ten year period for replacement of existing toilets which will make a total funding $1,150,000 over the period of the LTP.

(n) **Approves** the inclusion of an additional $415,000 of capital expenditure over the ten year period for development of playgrounds at Hurunui Reserve, Millton Memorial Reserve, Kippenberger/Elm Green and a skate park for the Woodend/Pegasus Area.

(o) **Notes** that $190,000 is included for playground replacement which is consistent with previous years funding.

CARRIED

Councillor Blackie complimented staff on the report.

Councillor Barnett stated the information in the report was a good step forward, although she believed the youth voice was missing.

Mayor Ayers commented on visiting various parks with grandchildren and their enjoyment.

### 6.4 Community Facilities Provision – C Sargison (Manager Community and Recreation)

C Sargison spoke briefly to the report reflecting on conversations with Community Boards and the Community & Recreation Committee. Pg 477 was referred to and staff recommended removing recommendation (i) based on neighbourhood feedback. Staff spoke of the demands of balancing the level of service and commented on reasoning behind the recommendations.

C Sargison spoke of community interest in setting up a Community House (hub) for community groups based in Rangiora, mentioning community building re-builds and feedback.

Councillor Felstead sought clarification on recommendation (c) wording referring to library square area, and potential feedback from sectors of the community and sought a wording change as a basis for district wide planning library service provision.

Councillor Blackie enquired how can an in-depth investigation for a library for an area such as Ravenswood occur until the area is developed, and queried the potential spending of $40,000k now. C Sargison commented on the need for more investigation to form a business case around both Pegasus and Ravenswood as several different options were available. Staff were aware of localised demand and thoughts, however the report not commit the Council to anything past the information stage.

Councillor Barnett commented on Ruataniwha as being the main library for servicing the eastern seaboard population and questioned why were options for Pegasus being considered when so much money had been spent at Kaiapoi. C Sargison acknowledged the reasoning for Ruataniwha, which experiences high usage, and an option for Pegasus is to do nothing.
There was a demand from the Pegasus community which resulted in a community building space and now people are going there with younger children other feedback is being received. It's a matter of balancing the level of service. With the district population the main two libraries will always be Kaiapoi and Rangiora. A possible option is an electronic kiosk or possibly a permanent facility in Ravenswood or Pegasus. It may not be a full stand-alone facility but could be an annex of existing facility, hence further investigation to explore options.

Councillor Barnett asked what discussion had occurred for a combined Rangiora campus. Staff advised the property team would discuss that aspect at tomorrow’s Council meeting. There is still a need due to population and use that the Rangiora library would require an extension. J Palmer spoke of a campus assessment and timing of any upgrade in the 2020/25 years as there is a placeholder budget currently.

Moved: Councillor Brine Seconded: Councillor Gordon

THAT the Council

(a) Receives report No 171026115830
(b) Receives the Community Facilities Report (Trim 171017112201)
(c) Approves the level of service for provision of library space of 60m2 per 1000 population as the basis for district wide planning.
(d) Approves staff investigating off site storage space for library collection storage in either Rangiora or Kaiapoi and reporting back to Council.
(e) Approves the provision of $40,000 in Year 1 of the Draft LTP to allow for further investigation of the provision of a Library/Community Meeting Space in either Ravenswood Business Centre or Pegasus with such a facility coming on line in Year 10 of the Draft LTP.
(f) Approves the level of service for provision of community meeting space for new communities to service a population of 2,500 it is proposed that there is a facility to cater for around 80 people plus storage space. This can be stand alone or incorporated as part of a facility such as a Library.
(g) Notes that the only part of the District that does not meet this standard is Pegasus and Woodend depending on the speed of residential development.
(h) Notes that it is expected that the need for additional community facilities for meeting spaces in Rangiora will be met by developments currently being planned by the Anglican and Presbyterian Churches.
(i) Approves staff investigating the potential for using available Council Mixed Use Business Land in the Regeneration Area, for potential development of community owned buildings and notes that staff will prepare a report for Council’s consideration.
(j) Notes that there is no provision for further expansion or development of Aquatic Facilities in the District for the next ten years as the existing facilities have capacity to cope with projected growth.
(k) Approves the following financial provisions being included in the Draft LTP:
<table>
<thead>
<tr>
<th>LTP YEAR</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$40,000</td>
</tr>
<tr>
<td></td>
<td>Investigation into location of Library Ravenswood/Pegasus</td>
</tr>
<tr>
<td>4</td>
<td>$50,000</td>
</tr>
<tr>
<td></td>
<td>Further planning for library extension at Rangiora</td>
</tr>
<tr>
<td>5</td>
<td>$3Million</td>
</tr>
<tr>
<td></td>
<td>$5,000</td>
</tr>
<tr>
<td></td>
<td>Detailed design and construction commencement of Rangiora Library extension</td>
</tr>
<tr>
<td></td>
<td>Car-parking development for land approved for community groups buildings</td>
</tr>
<tr>
<td>6</td>
<td>$3.5Million</td>
</tr>
<tr>
<td></td>
<td>Completion of Rangiora Library extension</td>
</tr>
<tr>
<td>10</td>
<td>$50,000</td>
</tr>
<tr>
<td></td>
<td>$3.9million</td>
</tr>
<tr>
<td></td>
<td>Landscaping/car-parking on land approved for community group’s buildings.</td>
</tr>
<tr>
<td></td>
<td>New Library at Ravenswood/Pegasus</td>
</tr>
</tbody>
</table>

(I) Circulates this report to the Boards.  
CARRIED

Councillor Brine commented positively on the comprehensive report provided.

Councillor Barnett expressed concern that there was no Council facility that could handle more than 350 people for events, although acknowledged she was not fully aware of facilities being proposed by community or church organisations. Councillor Barnett spoke of the importance of maintaining a placeholder budget for facilities in Pegasus sooner than later and remarked on recreation facilities to cater for the growing older population across the district.

Mayor Ayers reflected on the importance of finding a balance of district wide facilities as well as individual township requirements. Mayor Ayers commented that Ravenswood should be referred to as North Woodend.

6.5 Community Team Funding – C Sargison (Manager Community and Recreation)

C Sargison spoke to the report and reflected on discussions held at the Community & Recreation Committee and options that were considered. It was noted figures had been slightly amended against the budget figures.

Councillor Barnett enquired if funding had been lost. Staff confirmed some external funding has been reduced and explained the circumstances. Staff were working with Greater Christchurch to lever funding and would continue to work with Central Government.

Moved: Mayor Ayers Seconded: Councillor Gordon

THAT the Council

(a) Receives report No. 171107120563
(b) Approves the Community Team being staffed at a level of 5.15 FTE funded from rates which was the staffing level in 2016/17.

(c) Notes that external funding is anticipated of $80,000 which will fund project delivery.

(d) Approves a rating contribution of $709,551 for the Community Team being included in the Draft Long Term Plan.

(e) Notes that staff will continue to work closely with Central Government Agencies and will keep Council informed of any further potential partnering opportunities.

CARRIED
Against Councillor Williams

Councillor Barnett stated her appreciation of pressures on funding however there is a jump in funding and was mindful of how funds are spent. Councillor Barnett commented on a change of priorities from central government such as child poverty and mental health including alcohol and potential impact on future funding.

Councillor Williams stated he was in favour option (c) as he believed the more we fund projects, the less opportunity there is to receive funding from other places and therefore would vote against the motion.


D Roxborough spoke to the report, highlighting key progress and provided an updated on the current work programme status. The report covered both aspects of the wharf redevelopment as well as the overall Regeneration programme.

Councillor Doody referenced soil on-site and whether it could be reused or was it contaminated. D Roxborough explained the testing regime which will occur for all soil moved on site and staff were currently investigating volumes of soil required in various areas.

Councillor Barnett queried the feasibility of the work programme in the first two years. D Roxborough commented on the work programme and the drivers behind it, with most work occurring in Kaiapoi East and a smaller portion of work occurring in the Kaiapoi West regeneration area. As different works occur, staff assess projects and work on the many of the recreation and ecological linkages at the same time.

Councillor Williams sought clarification on the $400,000 component of the budget and whether it was related to pontoons. Staff spoke of the nett shortfall and the change of project scope from earlier proposals. It had been decided to sure up the wharf wall and enable dredging.

In a supplementary question Councillor Williams asked if the pontoon timeframe could be moved out and initially just complete the bank wall initially as it may assist financial pressures. Staff advised that was an option and decision available to the Council. C Sargison explained regeneration steering group discussions, affects from the development work further along, and community feedback seeking completion sooner than later.
J Millward explained how the regeneration projects were being funded, via an earthquake loan progressively spread over 25 years. J Palmer commented on the level of service and policy consideration around the pontoons rather than the timing of the expenditure.

Councillor Atkinson enquired if the pontoons are the only thing that could generate income via commercial boat users. Staff advised a report will be furnished to the Council at a later time, outlining income projections.

Moved: Councillor Blackie Seconded: Councillor Atkinson

THAT the Council

(a) Receives report No. 171109121919.

(b) Approves the budget for the Regeneration programme; noting that the proposed budget requests an additional $10,497,000 of funding in order to deliver the programme as outlined in this report, with a total programme value of approximately $18,381,000 expenditure.

(c) Notes that the overall Regeneration programme estimate and the timing of some key projects has changed since the last update in May/June 2017.

(d) Approves the budget for the Kaiapoi Wharf Marine Precinct and Riverbanks programme, which, after allowance for some reapportionment of existing budget components, includes an increase of approximately $450,000 over currently approved budgets, with some changes in the planned timing of expenditure.

(e) Notes that the overall Kaiapoi Wharf Marine Precinct & Riverbanks programme budget estimate and the timing of some key projects has changed since the last update in November 2017 (Trim: 171026116121[v2]).

CARRIED

Councillor Blackie commented on an excellent report outlining the intention to futureproof the project. He acknowledged the increased cost of with the piling works, however the steering group had been trimming other aspects of the regeneration related projects to assist a reduction of costs overall. Councillor Blackie was hopeful that the pontoon cost may be reduced when accurately priced and he was comfortable with current budgets, information and overall project timeframes.

Councillor Atkinson reflected on past discussions and debate through the process over the past year, when the regeneration steering group considered many different options, and altered plans for a better outcome both financially and amenity wise overall. He spoke of the benefits of strengthening and extending the river wall and the importance of the area overall being situated in the town centre. Councillor Atkinson spoke strongly of the importance of the river and the vitality it can bring to the heart of Kaiapoi. Councillor Atkinson reflected on the number of boats and visitors that utilised the river prior to the earthquakes and the income generated to the local community. The vision and reality is to build back the area better than before for the community and the benefit for all Councillor Atkinson remarked.

Councillor Doody stated she was supportive of the project and spoke of looking longer term by improving the vibrancy and economy of Kaiapoi by it becoming a destination town and people appreciating the river.
Councillor Williams supportive of the plan, but conscious of spreading cost on the ratepayers, however he stated he was more comfortable now that he had a greater understanding of the project.

Councillor Stewart stated she was comfortable with this budget and hopeful some costings may yet decrease. Councillor Stewart reflected on the focus of the river and the engagement with the town. She believed an upside of the earthquake was the opportunity to rejuvenate the buzz of the river town. Councillor Stewart acknowledged the budget shortfall but believed it was a sensible decision to strengthen the river wall.

Mayor Ayers commented generally on earthquake recovery projects and being paid from a particular funding source. He believed it was not beneficial to delay projects. Mayor Ayers stated the need to look at the programme as a whole and the relationship and impacts from one project to the next, including capacity to undertake the work and construction. Mayor Ayers commented on it being more than seven years since the quakes, and the changing situations of plans.

7. **BUDGETS**

7.1 **Roading**

K Stevenson presented the budget commentary. G Cleary noted several adjustments to information including direct payment to developers, Ivory Street widening and the $400,000 improvement component that can be utilised for any development works that may occur around the Red Lion Corner development.

Mayor Ayers commented on Skew Bridge. K Stevenson explained the new phase of finishing many major projects. J Palmer enquired if there was a need for a specific line item for Red Lion Corner, however staff believed not at this stage but would confirm any budget when development occurs.

Councillor Stewart sought clarification regarding Skew Bridge budget in 2020 and would like to see that work brought forward. K Stevenson explained planning was to commence in 2018/19 year, and the build occur in the following year. The West Kaiapoi work was spread over several years.

Councillor Gordon enquired if there was adequate funding for surface renewal ie tar/hot weather damaging. K Stevenson explained weather extremes, and was satisfied with the budget provision, however acknowledged Oxford Road issues. Roads were assessed regularly and provisions for any additional surfacing work if required. Following a supplementary question regarding Oxford Road/West Belt and Acacia Avenue being major arterials K Stevenson commented on the alignment of budgets and investment on levels of service.

Mayor Ayers commented on melting tar and if we do it different than in Australia as he had not experienced the same conditions. K Stevenson explained how roads are built and maintained with ongoing top-ups, and the need to sometimes clear the top layer and restart with new seal.

Councillor Felstead queried timing of Tram Road safety improvements and Coldstream Road. Staff commented on developer works and another budget, and acknowledged the timing issue for footpaths in Coldstream Road now hockey is in use there, but the matter would not be dealt with until indoor sports stadium was built. More planning is required and
therefore staff are reluctant to put in infrastructure earlier until the planning has been undertaken. The budget was currently a placeholder.

Councillor Barnett referred to the Pegasus connection through to Gladstone Road and queried the project timing. K Stevenson explained Community Board and Council conversations held last year and the temporary access solution that is there currently. Permanent connection issues were explained. The appropriate time to undertake the connection work between the two areas is when the Woodend Bypass is built.

Councillor Barnett queried pg 12 budgets and area wide treatment decrease in funding. Staff explained low inflation in roading and contracting rates with no change to the level of service.

Councillor Barnett queried a change in operating surplus. J Millward explained roading revaluation changes and the adjustment being spread over three years.

Councillor Barnett queried pg 5 cost increases and management of roads. Staff advised of a Council briefing and the network is stable, acknowledging a need to move forward with more information on network strength; with increased information better outcomes will be enabled.

Councillor Barnett asked if 18 years was a realistic timeframe for road life. K Stevenson confirmed it was for this district, and spoke of risks if less was spent and the support from NZTA on the proposals going forward. Staff believe the current balance is optimal across the network. J Palmer commented on 50km of road being sealed each year which creates the perception of the roads being poor but it is across the district. Staff acknowledged higher volume roads receive a higher profile. This year the Council was spending more on hot mix rather than chip seal because of the type of urban roads being upgraded, but next year it is likely to be more chip seal roads as material purchase is based on need.

Councillor Barnett enquired if there was a higher level of service for entrances into towns contributing to improved economic development. K Stevenson discussed landscaping and entranceways into townships and cycleways that assists, and also reflected on Community Board discussions. There were no specific line items however Flaxton Road and Lineside Road improvements are included in the programme. Councillor Barnett expressed concerned that roading budgets were not enough. Staff commented on balancing planning, minor and major renewals and time factors.

Mayor Ayers enquired to what extent was it anticipated an increase on roads, particularly for connections between Kaiapoi and Rangiora and Ohoka Road use and does the level of service for the roads adjust. K Stevenson commented on Stone Street and how it becomes a renewal project, noted through inspections and assessments. He also commented on the Ohoka Road roundabout and not currently being at capacity, acknowledging the volume may change once roadworks to the south finish and the northern arterial is in full use.

Councillor Gordon commented on amenity landscaping for town entrances, and a recent meeting with Roading and Greenspace management, where a number of issues and differing level of service was discussed. Mayor Ayers instructed the staff and Councillor Gordon to involve all Rangiora-Ashley Councillors in any future discussions.

Councillor Doody sought clarity on private works for stock underpasses. Staff advised underpasses is classified under minor works.
Councillor Williams commented on town entrances, and the maintenance of gravel roads such as Boyes Road which is seeing an increase in use. Several other gravel roads were also mentioned in the Tuahiwi area.

G Cleary commented on traffic volumes increases, junctions sealed and thresholds for road sealing.

In a supplementary query Councillor Williams was concerned with increase of accidents on mentioned roads. Staff advised recent accidents, including a rolled vehicle were non-injury with some people using the area like a race track. All gravel roads are graded regularly, often monthly.

Councillor Williams commented on increased truck usage and potentially damaging the road quicker. Staff commented on adjustments to the maintenance programme. Mayor Ayers suggested a memo outlining key unsealed roads with traffic volume information would be helpful to members, as he reflected on Thongcaster and Barkers Road outcomes.

Councillor Stewart enquired what the plan was for Bramleys Road which is a mix of seal and some gravel along its length. G Cleary confirmed 100m from Bramleys into Tuahiwi Corner was sealed including in front of 'aunty pats' property. Staff commented on options to seal and potential problems with rat run behaviour and negative issues that could be caused flowing on to other connector roads. General discussion on related matters with a future workshop were signalled.

J Palmer raised matters pertaining to two placeholder budgets being the town centre parking in Rangiora, with further information being available at the May deliberations; and the Park and Ride being subject to change from government priorities and no specific proposals. The timing and quantum on both projects could change.

Moved: Mayor Ayers Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018 -2028.

CARRIED

7.2 Solid Waste

K Waghorn spoke to the budget highlighting key aspects, and adjustments including a weight change and minimum charge being reduced.

Councillor Barnett queried the decrease in bag costs. Staff advised the last waste audit indicated the weight in bags had increased meaning a better utilisation of the bag. In a supplementary question Councillor Barnett asked why greenwaste had increased $20. Staff advised greenwaste was disposed locally but it is now sent to Christchurch with higher transportation costs associated.

Mayor Ayers reflected on motel owner feedback, asking if the individual motel could decide what level of bin they require and rated accordingly. Staff commented that the recommendation from the hearing panel is included in rating policy and is trying to bring the situation in line with residential properties.

Mayor Ayers commented on charity shops and disposing of other peoples waste dumped at their sites and requested costs for vouchers for charity
shops to dispose that type of waste. J Palmer recommended a report through either Utilities and Roading Committee or the Hazardous Waste Working Party to look at matters any give consideration of any change. Councillor Brine wondered what consequences could result.

Councillor Williams enquired if there had been any consideration to greenwaste going to Kate Valley for methane use. Staff advised is it currently cheaper to send greenwaste to Christchurch for composting.

Moved: Mayor Ayers  Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018 -2028.

CARRIED

7.3 Water

C Roxburgh spoke to key budget aspects and outlined reasoning for changes which included past budgets been underestimated for proposed work, so the increase reflected the forecast changes to maintain the operations plan.

Councillor Atkinson queried the variations in depreciation. Staff advised on the improved asset data capturing depreciation and the revalued assets which have increased. It was a combination of growth and change in pipe material and jointing type which affects the life span, particularly in Kaiapoi.

Councillor Barnett sought clarification of differences between 2018/19 and 2019/20 budgets enquiring if it was related to UV proposed changes and if it could be smoothed over several more years. J Palmer acknowledged comments and would check information during the meeting.

Councillor Barnett referred to the Darnley Reservoir with staff explaining emergency storage provisions.

Councillor Barnett queried other water budget aspects with staff commenting on growth modelling, development contributions and effects of various changes.

Councillor Williams queried depreciation of pipes and pipe failures. Staff explained issues often with joint (such as a glue process used 20 years ago), and it being more cost effective to replace the pipe now than dig up each joint.

Moved: Mayor Ayers  Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018 -2028.

CARRIED

7.4 Wastewater

C Parton spoke briefly to the budget commentary, highlighting the interest in uptake to the proposed Tuahiwi scheme, reflecting on the Master Plan of proposed works and increased volume of proposed renewals required to maintain the appropriate level of service.
Councillor Atkinson enquired about the ocean outfall consent timeframe. G Cleary advised the consent renewal falls outside this LTP timeframe. However staff anticipate an issue with the flow due to growth and impact on consent conditions and outlined two options relating to the consent.

In a supplementary question Councillor Atkinson asked what budget allowance was there for preparation for the upcoming consent process. K Simpson advised $50,000 was included in budgets for undertaking a capacity assessment and modelling for future growth to then relate to consent. The consent for discharge finishes in 2039.

Councillor Williams enquired if there were any foreseeable issues with smells and compliance, such as sea foam matters. G Cleary commented on the Iwi Management Plan. Research on sea foam was continuing however it is not envisaged to produce an adverse result relating to the consent. Staff commented on botulism and undertaking best practice, with the removal of carcasses and sludge processing ensuring compliance with the consent. Community comment and expectations were acknowledged with the ongoing need for staff to communicate well. There are potential additional costs related to the consent however staff were still assessing the situation.

Councillor Barnett queried the Waikuku sewer budget decrease. C Parton advised it had been development driven and now no development was occurring.

Councillor Barnett queried I&I matters in Fernside and queried if an investigation should have occurred earlier. Staff acknowledged factors and noted staff were undertaking septic tank inspections and sludge work in Fernside with matters covered by existing budgets.

Councillor Stewart commented on the Eastern District Sewer being a placeholder until technology improved and enquired if there was any plan to review what we do with the effluent (ie generate power like Auckland), other than sending effluent to sea. G Cleary responded that staff were considering potential options that include environmental issues. He commented on the volume of discharge, storage, and technological improvements to assist with efficiency. Discussion on water content was also discussed with Mayor Ayers acknowledging its international issue, reflecting on inland cities and their processes.

Councillor Gordon commented on the need for environmental staff with G Cleary advising staff recruitment would begin the following month.

Moved: Mayor Ayers Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018-2028.

CARRIED

7.5 Drainage and Stockwater Races

O Davies advised operational budgets remain similar to previous years. Staff explained the process with drainage areas. O Davies spoke of changes in rates; referring to the Oxford Urban scheme and alignment of budgets with the work programme creating an overall decrease; whilst the Coastal Rural saw an increase of 25% due to a correction in property
numbers and the North Country subdivision (Waikuku), explaining the ongoing affect. Differences with the Central Rural scheme were explained due to changing from the Eastern Rangiora to the Rangiora Urban scheme. The Cust Rural was the smallest drainage scheme with an adjustment of the number of hectares in the scheme.

Staff advised there was currently no budget allowance for discontinuing glyphosate and using alternative mechanical methods.

Staff advised a steady approach was being taken with stockwater. Staff noted a change of land use with lifestyle blocks has had an impact, commenting on water conservation. A reduction of sprays would also occur where practical.

Councillor Felstead queried the Oxford Rural rate against the budgets and sought clarity on the rate movement. K Simpson acknowledged scope for a review, and Councillor Felstead’s suggestion of a discussion with the advisory group. Staff commented on lack of drainage work undertaken and how an increase in the level of maintenance would be justified to utilise the fund that had accumulated. J Millward concluded property had been rated correctly and explained equity balance that should be utilised on maintenance. Options were discussed including holding rates for three years and review at the next LTP.

Moved: Councillor Felstead Seconded: Councillor Stewart

That the Council:

(a) Approves that the Oxford Rural drainage rate for Oxford Rural be held constant for the next three years.

CARRIED

Councillor Blackie raised the issue of the Clarkeville Rural scheme and balancing a 10% increase to enable more maintenance work to be undertaken due to demand and level of service. Staff were supportive of the suggestion.

Councillor Atkinson queried the reasoning behind the suggested increase. Mayor Ayers suggested staff return the following day with information related to reducing the deficient and works required particularly over the next three years.

Councillor Felstead queried Clarkeville information supplied. K Simpson explained the differences in the figures being averages, or changes to specific rate per hectare.

Councillor Meyer referred to Ohoka information and his preference to the rate remaining unchanged. Mayor Ayers clarified that would become a submission to the LTP.

Councillor Stewart queried Oxford Rural and Cust property in regard to the process for amalgamation. Staff advised a report could be provided to Utilities & Roading Committee to assist understanding of differences between the two groups. Councillor Stewart suggested a report to the advisory groups first before the Committee as their feedback was important.

In a related question Mayor Ayers queried the timing involved for changes to occur. Staff confirmed it was likely to be 12 months to process any change through amalgamation.
G Cleary commented on the flood programme in the LTP being projects.

Councillor Gordon queried errors in the budget. Staff commented on 11 properties covering 370ha intersecting with drainage areas and the information transfer between new computer systems. Staff would write to affected residents and could visit each property to explain the situation.

Councillor Stewart queried the Cust account and farms on part of an area. Staff explained the catchment area that affects the drains maintained by the Council and the rationale behind the drainage rate.

Councillor Doody asked if it was possible to amalgamate Oxford Rural with the Cust scheme. Staff advised that future option was not yet fully explained different structure. A discussion with the advisory groups would also have to occur.

Moved: Councillor Felstead Seconded: Councillor Stewart

THAT the Council

(b) Approves the draft budget for the ten year plan 2018 -2028.

(c) Approves that the Oxford Rural drainage rate for Oxford Rural be held constant for the next three years.

(d) Notes tabled memo (Trim 180131009513).

CARRIED

Councillor Felstead appreciated the work and information provided by staff at short notice to assist the decision regarding the Oxford Rural drainage rate.

Councillor Stewart commented on the need to look at all schemes and build up a year of maintenance and smoothing across all drainage areas. Councillor Stewart also commented on limited representation on the various drainage schemes and improvements to be considered.

Mayor Ayers reflected on an earlier conversation regarding differences with amalgamating drainage areas or schemes.

7.6 Utilities and Roading Overheads

G Cleary spoke to the budget commentary, outlining key issues for 2018/19 with a position of environmental officer and other staff changes which were reflected in the budgets. He also commented on the roading budget and referred to pg 205, explaining costs.

Moved: Mayor Ayers Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018 -2028.

CARRIED
7.7 **Project Delivery Unit**

K LaValley explained the budget, with the unit being a cost recovery unit and having no effect on rates. The increase is reflected with increased staff, technological improvements and overheads.

Councillor Barnett queried $160,000 increase in the budget. G Cleary advised the budget was for three new positions and matters of additional staff do not usually come to the Council. G Cleary explained how the unit operates with no rate impact.

Councillor Barnett requested in future years an improved commentary.

Moved: Mayor Ayers  
Seconded: Councillor Atkinson

**THAT** the Council

(a) **Approves** the draft budget for the ten year plan 2018 -2028.

**CARRIED**

7.8 **Earthquake Recovery**

J Palmer spoke briefly to the budget commenting that much of this work will be finished over the next two years. Mayor Ayers commented on three regeneration budgets considered across the meeting process.

Moved: Mayor Ayers  
Seconded: Councillor Atkinson

**THAT** the Council

(a) **Approves** the draft budget for the ten year plan 2018 -2028.

**CARRIED**

7.9 **Libraries and Museums**

P Ashbey commented briefly on the budget commentary, noting adjustments in year seven set to coincide with the proposed Rangiora library extension and increased volume of books.

Councillor Barnett queried a significant increase in training and operational expense from the previous forecast. Staff explained how staff time is spread across a number of services and a reduction in some areas.

Councillor Williams queried training such as anti-skid driver training. P Ashbey explained that library staff transfer services between libraries on a rotational basis and would often travel between Oxford, Kaiapoi and Rangiora. Most training related to technology and health and safety. Overall the library staff were provided limited training on a per volume of staff ratio. Whenever possible training is done via remote access linking into nationwide networks. J Palmer advised the basis of driver training and the different levels provided being dependant on a staff members role. Three levels of driver training was provided from desktop, to anti-skid to specialised 4wheel drive training.
Councillor Atkinson noted power charges reduced. Staff commented on the efficient systems at the Kaiapoi library, whereas previous budgets were estimates based on the Rangiora library.

Moved: Councillor Atkinson    Seconded: Councillor

THAT the Council

(a) Approves the draft budget for the ten year plan 2018 -2028.

CARRIED

7.10 Aquatic Facilities

M Greenwood spoke to the budget commentary indicating an increase due to growth of attendance, associated staff expenditure and cleaning budget.

Councillor Barnett queried charges for aqua aerobics of $1. Staff advised charges had not been increased for some time and were in line with Christchurch City, Selwyn and Timaru Districts, however the main driver for the increase related to staff costs as these types of programmes were very staff intensive.

Councillor Felstead noted that there was nothing in the budget related to Oxford renewals. C Sargison commented on the cyclic programme and major upgrade undertaken two years ago. There was money allocated in the outer years and any renewals are itemised under plant renewals.

J Palmer commented on the continuing pressure of wage costs and legislative requirements, such as minimum wage.

Councillor Williams enquired if Dudley Pool has more lifeguards than other centres. Staff did not believe that was the case, explaining factors such as windows and water effects with an independent assessment by Pool Safe who set requirements giving consideration of sightings and use, the physical area and the number of people in the water at any time. Pool Safe independently assess each Council pool, each year.

Moved: Mayor Ayers    Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018 -2028.

CARRIED

7.11 Community Development

T Sturley spoke to the budget briefly noting training for front line suicide prevention staff. It was advised the World Health Accreditation was being reviewed this year with Waimakariri one of 26 councils that participate in the accreditation. Further information will be presented to the Community & Recreation Committee in March outlining benefits of being WHO accredited for safer communities.

Councillor Atkinson queried the accommodation cost increase. Staff explained the corporate cost and larger area utilised.
Mayor Ayers thanked the Community Team for the work they undertake.

Moved: Mayor Ayers    Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018-2028.

CARRIED

7.12 Green Space and Community Facilities

C Brown spoke to the budget, commenting on key aspects and referring to a separately circulated spreadsheet containing additional information.

Mayor Ayers enquired why staff were suggesting two dog parks in Rangiora, Kaiapoi and Pegasus when Oxford is not anticipating a dog park for another ten years. C Brown commented that Oxford is a rural area and there are more opportunities of where dogs can be exercised, however acknowledged a dog park is a meeting place for dog owners. Staff had considered the volume of projects and balancing affordability, timing and work required to be undertaken, level of service, which resulted in funding for the Oxford dog park being pushed into the outer years.

Councillor Doody enquired if there was a plan to tidy up trees in the proposed dog park area. Staff advised that the area is currently leased out there is no proposal to undertake any tidying yet. Significant work is required to the trees.

Councillor Blackie sought clarification on the lease term. Staff advised the land was leased for grazing on a short term basis.

Councillor Barnett referred to the Ashley Gorge camp ground and if Enterprise North Canterbury link tourism to the camp. Staff explained the various agencies they work with and discussions relating to funding related to tourism activities such as toilet facilities.

Councillor Felstead queried budget for security cameras in Oxford. C Sargison advised an assessment was being prepared and information would be provided ahead of the May deliberations.

Councillor Stewart queried the opportunity to bring forward budget allocated for the Kaiapoi Lakes old dump site improvements. Staff spoke of prioritising and balancing projects and budget.

Councillor Stewart referred to a project by the Kaiapoi urupa which is in year 10 and the need to move the project forward. Staff spoke of it being subject to discussions with the Runanga.

Councillor Barnett queried the possibility of selling the Cust Domain house. C Sargison explained it would require a process to divest it from the Council due to it being on reserve land. He commented on the current long term commercial lease arrangements and the upgraded work undertaken.

Moved: Mayor Ayers    Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018-2028.

CARRIED
7.13 Earthquake Recovery Community Facilities

Moved: Mayor Ayers  Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018 -2028.

CARRIED

7.14 District Regeneration

D Roxburgh spoke to the budget, acknowledging this was a new budget for the whole programme. Timeframes were based on directives from the Kaiapoi Regeneration Steering Group, with many projects being delivered in the first three years. Heritage, memorial gardens and mihi kai projects will be spread over a number years and will be staged with various developments and based on current greenspace management plans. The budgets are based on estimates and projects delivered, reflecting on provision for car parking, particularly boat trailers which is outlined in another report. D Roxburgh advised budgets are not included for the mixed business area as further information is required over time.

C Sargison commented on staffing levels would reduce in 2021/22 and an adjustment of $200,000 in the greenspace budget would be amended to reflect this.

Moved: Mayor Ayers  Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018 -2028.

CARRIED

7.15 Planning and Regulation Management Overhead

N Harrison spoke to the budgets, noting the legal services fees and support and provision to test the market for service levels. He outlined the use of different lawyers dependent on the speciality situation requirements. An additional budget was included for the executive assistant support.

Councillor Gordon enquired if consideration had been given to bring legal representation in-house. Staff confirmed thought had been given, commenting on capacity of resource, requirements of a senior solicitor and the complimentary range of services required including administration. The timetabled legal services review would include reviewing the impact on the district plan and exploring further in-house options.

Moved: Mayor Ayers  Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018 -2028.

CARRIED
7.16 Plan Implementation Unit

M Bacon spoke to the budget and use of consultants in the short term while vacancies are filled over the next few months. During 2019/20 the impact of District Plan processes will change the business model particularly relating to consents, therefore a comprehensive review to budget requirements will occur next year. Technology is assisting the unit with upcoming on-line consenting processes and improved communication with people seeking consents.

Councillor Williams enquired on work involving the Silverstream development. M Bacon outlined planning time covers for wider consent aspects such as the arterial road and other matters outside the consent that require investigation. The project work and budget requirements has fluctuations.

Councillor Felstead queried a proposed inspection fee, referencing minor consents. M Bacon commented on assessment requirements for minor and complex consents and whether on-site inspections are required for minor works such as vehicle crossings.

Moved: Mayor Ayers    Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018 -2028.

CARRIED

7.17 Building Unit

N Harrison spoke to the budget and provided an overview of the four areas within the unit consisting of 31 staff. The budget was based on 530 new build houses and is dependent on the number of applications that are submitted. He commented on the balancing of staff capacity with both skills and number of persons required to meet the level of service. Staff sought an increase in budget or the alternative was increasing fees. It was noted small fees and charges changes, which reflect legislation and demand.

Moved: Mayor Ayers    Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018 -2028.

CARRIED

7.18 Environmental Services

M Johnston commented on the new animal shelter advising that due to changes to current operational matters the timeframe of requiring a new shelter has been moved to the outer years. There has been a decline in number of dogs impounded, which may be linked to microchipping that was introduced in 2005.

Mayor Ayers enquired if people are having less dogs or smaller dogs, as section sizes decrease. Staff advised the ratio is still one dog to every three households.
Councillor Stewart enquired how many impounded dogs were euthanised. Staff advised of a 100% rate on rehoming dogs excluding dangerous dogs, and the relationship with rescue shelters.

Councillor Stewart queried the impact of Facebook. Staff confirmed social media often has a positive and quick outcome for missing pets.

Councillor Barnett sought an update on dog problems at Waikuku. Staff advised the situation had improved greatly from two years ago and was currently good. There were no issues currently at Pines Beach.

Councillor Barnett enquired if investigation of cats and feral cats is being considered. Staff advised that matter was not currently being considered.

Councillor Barnett enquired if there were expectations to increase revenue from parking enforcement. Staff explained costs associated with a parking warden and spoke of the level of service. Parking infringements were increasing which in turn increases revenue.

Councillor Barnett enquired when smart parking may be introduced. M Johnston explained what smart parking is and investigations undertaken on what other councils are using. The benefits were outlined and linkage with any future parking buildings, although currently we can accommodate parking needs. J Palmer advised further information relating to a refreshed town centre parking strategy would be provided to the Council in the coming months and further consideration can be given at that time.

Councillor Atkinson queried enforcement and public information. J Palmer commented on providing a level of service, including information on where spare parks may be.

Councillor Doody enquired if disability parking could be considered first for sensors/smart parking. Staff confirmed this was a feasible request.

Councillor Barnett asked if there are any concerns on communicating to the public about the budget and future technology. Staff offered positive assurance, commenting on the culture and education and ongoing communication with the community.

Councillor Blackie enquired how much disruption smart parking may cause to new road seal. Staff advised some sensor models can be ‘punched’ into the seal. There are various options currently available and technology is frequently changing.

Councillor Gordon queried parking for courier drivers. Staff advised matters would be considered with the refreshed parking strategy and alignment with the parking bylaw.

M Johnston commented on fees and charges in relation to fire risks such as long grass on property, and how matters were dealt with, particularly in Pegasus with absentee land owners. The steps taken for compliance and non-compliance was explained.

Mayor Ayers enquired at what level do staff consider property a fire risk. Staff advised the law refers to pending fire risk and discussed the variables, although generally 300mm or more of long grass is deemed a fire risk. Emergency provisions where explained and actions the Council can take. Ideally fire risk assessment is a role that would be undertaken by FENZ, however as they are still transition the Council is taking some lead.
Councillor Williams remarked on public comment and perception of the Council not mowing road verges. J Palmer confirmed it is a property owner who is responsible maintenance of grass and noxious weeds from their property to the middle of the road. The Council does maintain verges on strategic roads for safety.

Councillor Felstead queried FENZ responsibility. Staff commented on the Local Government Act section that has yet to be repealed, therefore Territorial Authorities still has some responsibility.

Mayor Ayers commented on the Pegasus situation. General discussion occurred.

Moved: Mayor Ayers  Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018-2028.

CARRIED

7.19 Civil Defence Emergency Management

B Wiremu referred to the North Canterbury Neighbourhood Support (NCNS) proposal and withdrawal of $40,000 from the budget due to the current financial climate. Capital expenditures and re-synchronised budgets were briefly commented on. B Wiremu spoke of government changes to handling large scale emergencies, a recent governmental technical report and possible implications to Councils both regionally and locally if the government chooses to adopt many of the report recommendations.

Councillor Doody commented on her disappointment of the withdrawal of funding for NCNS. Staff advised it was identified as a stretch on the budget however submissions were expected, then the Council can consider.

Councillor Blackie queried recent media comments on Civil Defence in relation to the Canterbury region and government input/control. Staff commented on how Civil Defence relates to community response, explaining current Mayoral powers for declaring an emergency and proposed recommendations. Civil Defence may become a function of Ecan in the future, rather than WDC, but the Council may have local support for regional level matters. Currently Waimakariri is well supported for Civil Defence in comparison to some other districts nationally.

Mayor Ayers commented on the declaration process, and re-confirmed the order of powers pending availability, being Mayor Ayers, Councillor Felstead, Councillor Meyer, and Councillor Williams.

Councillor Gordon requested a workshop to refresh elected members in their role should a Civil Defence emergency be declared. Staff noted the request that could occur through the District Planning and Regulation Committee.

Councillor Gordon queried the withdrawal of funding from NCNS. B Wiremu advised Civil Defence had not funded the group previously but a previous Annual Plan submission suggested Civil Defence do support, hence the initial budget provision.
THAT the Council

(a) Approves the draft budget for the ten year plan 2018 -2028.

CARRIED

7.20 Strategy and Engagement

S Markham spoke to the budget highlighting key aspects which included an executive assistant, Mahaanui Kurataioa Ltd (MKT), Maori support, website development and the growing demand of technology.

Councillor Atkinson questioned fees the Council pay and charges to other groups, and possible duplication of reports among other organisations, querying the value of the reports against the quality of the information. S Markham acknowledged the issue raised and the MKT as the mechanism for providing cultural knowledge, which was unlike like other consultants. There were different ways of viewing the information as it is Iwi knowledge and S Markham commented on the nature of the relationship.

Councillor Atkinson responded that he was pleased discussions were occurring and accepted there is special knowledge, and was seeking assurance that there was fairness on the supply and charging of information. S Markham advised the Council hold an annual agreement and the matter can be raised again at an appropriate time.

Councillor Barnett referred to pg 380 querying if regional planning had doubled in budget. S Markham spoke of collaborative relationships and the time involved, such as District Plan work and the relationships of having a Canterbury voice and the investment the Council is making.

THAT the Council

(a) Approves the draft budget for the ten year plan 2018 -2028.

CARRIED

7.21 Customer Service

M Harris spoke to the budget, recommending increased charges for LIM’s and the Oxford Bulletin advertising. LIM’s expected to drop in quantity based on evidence. The Oxford Bulletin is a user pays service and needs to keep up with costs.

Councillor Stewart asked why the Council runs the Oxford Bulletin and if it was sold would the Council still operate it. S Markham reflected on the Bulletin being effectively a community noticeboard, the community it covers and of the past Council decision. Two years ago the Council reviewed options including selling to the Oxford Observer as it was seen as a role for two magazines. There would likely be community feedback if the Bulletin closed, however endeavours continue to make it cost neutral. Any discontinuation of the Bulletin is a political decision. S Markham spoke of past discussions with potential sales and acknowledged the Observer targets a different market. Both Mayor Ayers and J Palmer commented.
Councillor Williams enquired about other community magazines. Mayor Ayers responded, commenting on the Woodpecker and the Fernside News. The Oxford Bulletin is also a mechanism for the Oxford School newsletter to be distributed. Staff will talk to any parties who are interested in purchasing the Oxford Bulletin and bring information back to the Council and the Community Board.

Councillor Barnett queried the increase in customer service expenditure. M Harris explained an adjustment on resources from shared resources between LIM’s, rates administration and general administration therefore the adjustment is a reallocation. M Harris spoke of maintaining the name/address database and benefits such as targeted email/phone messages for boiled water matters, which had proven successful recently.

Moved: Mayor Ayers  Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018 -2028.

CARRIED

7.22 Development Planning Unit

S Markham provided a brief overview of the unit and budget.

Councillor Barnett enquired if there was any budget for the Woodend Strategy. S Markham advised not currently, but it was incorporated in part of the review and staff did not believe any more funding was required.

Councillor Barnett sought clarification that the District Plan Review is a 10 year review. T Ellis explained the Council is required to review the District Plan every 10 years from operative date, which enables minor adjustments.

Moved: Mayor Ayers  Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018 -2028.

CARRIED

7.23 Economic Development

S Markham spoke to the budget, commenting on the financial detail and that the district promotions contract is dealt with via another process, through annual business planning which goes through the Audit and Risk Committee. He reflected on 2017 information provided through the Audit and Risk Committee and referenced two elements for considering renewal of the Enterprise North Canterbury (ENC) contract. S Markham commented on the economic development grant and components involved. A portion of S Markham’s time is included in the budget. He explained how the $204,000 is a grant to enable ENC to function, resource and bid for other funding. A further update would be reported to the Council during the deliberations.
Councillor Barnett enquired if there had been any feedback on the quality of Wi-Fi. J Palmer acknowledged some areas of reception are patchy, but information indicates people are using it and downloading data as data use has been increasing steadily across all townships.

In a supplementary question Councillor Barnett enquired if more budget for Wi-Fi was required. S Markham advised more information would be coming to the Council later in the year.

Councillor Williams enquired if people were disconnected from use after a downloading a certain volume of data. S Markham advised the bandwidth was set and it is a case of first user basis.

Moved: Mayor Ayers Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018-2028.

CARRIED

7.24 Finance

J Millward spoke to the budget outline, noting a cost share of a new executive assistant position. There were no other changes to previous budgets.

Moved: Mayor Ayers Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018-2028.

CARRIED

7.25 Information and Technology Support

J Simon briefly explained adjustments made to the budgets, commenting on key projects including business process mapping. Additional funding for E-services and the Health and Safety system and business intelligence reporting processes for management was being sought. Future proposals were outlined and J Simon provided an update on business improvement plans and community facilities including the electronic booking system. J Millward advised some projects were working in conjunction with other Councils in Canterbury. Overall there were many back office systems that interact with other systems to provide good reporting to the Council.

Councillor Williams queried the training increase, enquiring what was involved. J Simon explained two teams combined involves approximately 25 people which meant the budget shifted. The budget is for any technical training, professional development and includes staff time.

Moved: Mayor Ayers Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018-2028.

CARRIED
7.26 Museums

J Millward spoke briefly advising the budget was unchanged.

Councillor Williams enquired when the Council could withdraw from the Canterbury Museum partnership. J Millward advised it would require a change to the Act from Parliament. The Council has challenged the Museum on the fee charged, however Waimakariri residents are using the Museum. Staff had also requested a review of charging and the Museum has advised that they will undertake the review once the capital works programme is completed.

J Palmer explained a likely process to get changes made to the legislation which would require the support of local Parliamentarians.

Moved: Mayor Ayers Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018-2028.

CARRIED

Mayor Ayers remarked on the value of the Canterbury collection being approximately $2billion balanced against a building of several hundred thousand dollars. The Mayor spoke of the proposed development of Gallery House which is gift from Susan and Jim Wakefield, and that no further funding is being requested, that we are aware of. Mayor Ayers commented on changes to the Canterbury Museum Act that would affect other Councils.

Mayor Ayers commented as the North Canterbury representative on the Museum Trust Board that councillors currently do not advocate for the local museums. The Council is contributing to a Canterbury (major provincial museum). The Canterbury Museum is a major repository of north Canterbury items, and has many North Canterbury visitors. Furthermore the Museum has been investigating government funding to assist with completing the museum project. Mayor Ayers stated a review of the Act may come but it does not guarantee an exit strategy, as you may find community views different to that of your own.

Councillor Atkinson remarked on his views relating to the volume of funds transferred rather than necessarily exiting altogether. He also reflected on community views.

Councillor Williams believed the district cannot afford continuing to support the Canterbury Museum and would rather see further funding to local museums.


7.27 Property, Housing Elderly

R Hawthorne spoke to three significant issues. The Rangiora Service Centre budget had been discussed earlier in the meeting, secondly the housing budget proposed a significant stepped rent over the next six years, which was higher than previously indicated. This was based on an assessment of building life and has driven expenditure over the next ten years. Beyond that, when the buildings are approximately 90 years they
will require replacement and/or significant investment. The buildings are approximately 40 to 50 years old now. R Hawthorne commented on renewals of kitchens/bathrooms and roof/windows as they come to end of their economic life and will improve the quality for the tenants along with improved energy efficiencies.

Councillor Atkinson enquired on the communications programme to tenants and if there was any budget provision. R Hawthorne spoke of requirements to provide tenants with three months’ notice ie by the beginning of April.

J Millward commented on what is occurring around the country and the new Government may also re-look at tenant funding in the future.

Councillor Gordon referred to pg 436, camping grounds, enquiring when is the project going to be completed. R Hawthorne outlined the current situation and discussions with the three camp operators, who were all supportive of the direction. Valuation advice had been sought, followed by negotiations then there would be a report back to the Council. Timeframes were outlined and further discussions would be held over the next couple of months.

Councillor Barnett asked why does this Council own camp grounds and would we consider divestment? R Hawthorne explained the land ground lease arrangements and outlined discussions of the prospect of people taking over buildings. When reviewing buildings and camp layout it was acknowledged that it is not ideal in some situations. The raising of finance by tenants would require long term leases such as 25 to 30 years. Staff commented on the risks of infrastructure and management being separated out. The camps are generally located on reserve land, which has other cost implications if sold.

Mayor Ayers enquired how many buildings would there be on camp grounds that do not meet earthquake requirements. Staff advised approximately a dozen buildings currently do not meet the requirements.

Councillor Williams enquired if staff check that the standard of maintenance is to an acceptable standard. Staff explained the lease arrangements with the four different camp operators and regular inspections and ongoing communications.

Councillor Williams enquired why other Councils appear to make money out of their camp grounds. J Millward explained and further information would be provided to the Council in May.

Councillor Blackie queried the planned demolition of ablution blocks in relation to lease arrangements. R Hawthorne explained the situation and implications being considered.

Moved: Mayor Ayers Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018 -2028.

CARRIED

Councillor Doody was supportive of the improvements to elderly persons’ housing.
Councillor Gordon reflected on the past and the management of the elderly persons’ units.

7.28 Water Unit

J Millward spoke to the budget, commenting on new staff, one filled a vacant position and one covering a maintenance position.

Councillor Stewart enquired about the certified laboratory at the Water Unit and whether they offered testing to residents, in particular to rural residents on private wells. J Millward advised this service had been offered in the past, but the systems have changed in recent years.

In a supplementary question Councillor Stewart enquired of the regulations and any costs to the Council for water testing, commenting on a group of residents who are at risk from contamination from shallow contaminated water supplies. J Millward advised further enquiries will be made and information fed back to the Council.

Moved: Mayor Ayers Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018-2028.

CARRIED

Councillor Atkinson, offered praise to the Water Unit staff, noting that every comment he receives are positive and they do a very good job.

Mayor Ayers suggested a visit could be arranged to the Water Unit to meet the staff and gain a greater understanding of their work. J Millward agreed that such a visit could be arranged in the future.

Councillor Gordon reflected on favourable comments he had received about the work that the water unit staff undertake.

Councillor Meyer noted that the Water Unit team provide a valuable service to the community and also supported a visit to the staff to thank them for the work they undertake.

7.29 Governance and Secretarial

S Nichols spoke to the report outlining funding being requested is a direct result of legislation requirements. Over the last five years, there had been an average increase of 5% remuneration to each elected member each year, therefore the LTP budgets have reflected these 5% increases continuing.

S Nichols commented that the Representative Review must be undertaken every six years, and the process leading up to it takes approximately 18 months to work through, spanning two financial years. There is a high element of statistical work required in the process and currently the expertise is not available in-house, hence the request for an outside consultant in the short term at the appropriate stages of the process. Costs incurred in the second year of the review process are for statistical certification of boundary maps based on costs from the previous Review. In the outer years of 2026–2028 a place holder budget for anticipated changes to boundaries as a result of population growth has been factored.
The next Representation Review will be in 2020, although major changes are not anticipated until 2026.

Electronic voting has been considered for budgeting purposes, although the latest indications by the new government is that electronic voting will not occur for the 2019 triennium local body elections. Work is being undertaken behind the scenes on companies able to provide the software with appropriate security to the satisfaction of the Government. Indications are that electronic voting will occur in some form for the 2022 local body elections.

The four Community Boards are proposing a new scholarship fund becoming available and a report will come to the Council in May for consideration. This scholarship grant, if approved, could be available for individuals, and likely have a strong community leadership cornerstone.

Councillor Doody noted that Hurunui District Council have a scholarship system which works well. Mayor Ayers noted that now that tertiary education is available free, there could be other tertiary education that could be funded.

Riskpool funding is an adjustment based on previous years’ claims, and the next two months staff will be looking at further options.

Councillor Atkinson noted a budget anomaly for Woodend-Sefton Community Board operations. Staff noted that Woodend-Sefton and Kaiapoi-Tuahiwi Community Boards’ budgets should be similar and staff would recheck the figures as it would be an allocation percentage apportionment formulation rather than any increase being required.

Councillor Williams asked if the funding provided under International Relations provides any economic benefit to the district. J Palmer responded that the value is more in a cultural sense, noting Zonnebeke and the Sister-City with Enshi. It was noted that almost all Councils across New Zealand have an overseas relationship, which provides benefits both culturally and educationally.

Councillor Williams suggested the visits are not providing any benefits to the district, noting that the Council costs over ten years would amount to approximately $250,000. J Palmer acknowledged there have been members of the local community who had visited China with possible business proposals, and that economic ties take some time to mature. J Palmer also said any business connections could be just for Waimakariri, but could also benefit Canterbury and perhaps the whole of New Zealand.

Moved: Mayor Ayers Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018 -2028.

CARRIED

Mayor Ayers noted from the Sister City Enshi viewpoint, they look at this and it is not a one way arrangement. Whilst the Zonnebeke arrangement has not generated any economic benefit, it is a twinning arrangement which is different and it has been more in line with the World War One linkage and education and cultural connectedness.
Councillors offered thanks for the support they receive from the Governance staff at the Council. S Nichols noted the whole Governance/Administration teams are involved in supporting the running of the Citizenship Ceremonies which occur regularly, and the Community Service Awards.

Mayor Ayers noted that there is to be a review of how the Citizenship Ceremonies are conducted and extended an invite to all members to attend one of these ceremonies.

7.30 **District Management**

J Palmer briefly outlined the budget commenting on two new executive assistant appointments.

Moved: Mayor Ayers Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018 -2028.

CARRIED

7.31 **Organisational Development and HR**

J Palmer spoke to the budget outlining what areas it covers with no overall change. Following a question from Councillor Williams the budget areas were clarified.

Moved: Mayor Ayers Seconded: Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the ten year plan 2018 -2028.

CARRIED

Moved: Mayor Ayers Seconded: Councillor Atkinson

(a) Adopt and confirm all proforma resolutions.

CARRIED

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 4.58PM ON THURSDAY 1 FEBRUARY 2018.

CONFIRMED

________________________________________
Chairperson

________________________________________
Date