

**MINUTES OF THE MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL, HELD IN THE FUNCTION ROOM, RANGIORA TOWN HALL, 303 HIGH STREET, RANGIORA, ON TUESDAY 23 FEBRUARY 2021 COMMENCING AT 10am.**

**PRESENT**

Mayor D Gordon (Chairperson), Deputy Mayor N Atkinson, Councillors K Barnett, A Blackie, R Brine, W Doody, N Mealings, P Redmond, S Stewart, J Ward and P Williams.

**IN ATTENDANCE:**

J Millward (Manager Finance and Business Support), G Cleary (Manager Utilities and Roding), S Collins (Infrastructure Strategy Manager), G Meadows (Policy Manager) and A Smith (Governance Co-ordinator).

1. **APOLOGIES**

There were no apologies.

2. **CONFLICTS OF INTEREST**

There were no conflicts of interested recorded.

3. **CONFIRMATION OF MINUTES**

3.1. **Minutes of a meeting of the Waimakariri District Council held on 26 and 27 January 2021**

These Minutes were laid on the table, to allow time for members to read. The Minutes would be presented for confirmation at the Council meeting to be held on 2 March 2021.

4. **REPORTS**

4.1. **Final Utilities and Roding Activity Management Plans 2021 – G Cleary (Manager Utilities and Roding), S Collin (Infrastructure Strategy Manager)**

S Collins and G Cleary presented the Activity Management Plans 2021 (AMP's), which was a culmination of three years' work. The results of the Review had been included in the draft Long Term Plan and in the Infrastructure Strategy. The AMP's were primary planning tools for the \$1.8 billion of assets managed by the Utilities and Roding team. A selection of the AMP's had been peer reviewed with some suggested improvements advised.

There were no questions.

Moved: Mayor Gordon

Seconded: Councillor Atkinson

**THAT** the Council:

- (a) **Receives** report No. 210203017791.
- (b) **Approves** the following completed draft 2021 Activity Management Plans for Roding, Water, Wastewater, Drainage, Stockwater, and Solid Waste, for consultation for the purpose of the Long Term Plan.
  - i. Introduction, IFR-02-01, Trim: 200716088682
  - ii. Roding AMP, IFR-02-02.

<b>Scheme / Document Reference</b>	<b>TRIM Number</b>
Section 1 Executive Summary Waimakariri Transport AMP 2021	201208166991
Section 2 Introduction Waimakariri Transport AMP 2021	201208166992
Section 3 Levels Of Service Waimakariri Transport AMP 2021	201208166993
Section 4 Future Demand Waimakariri Transport AMP 2021	201208166995
Section 5 Risk Management Waimakariri Transport AMP 2021	201208167107
Section 6 Life Cycle Management Plan Waimakariri Transport AMP 2021	201208166996
Section 7 Financial Summary Waimakariri Transport AMP 2021	201208166997
Section 8 Asset Management Practices Waimakariri Transport AMP 2021	201208166998
Section 9 Plan Improvement And Monitoring Waimakariri Transport AMP 2021	201208166999
Appendix A Glossary of Terms Waimakariri Transport AMP 2021	201208167000
Appendix B 2020 Strategic Business Case	201208167001
Appendix C Level Of Services Waimakariri Transport AMP 2021	201208167002
Appendix D Roading Valuation Report Waimakariri Transport AMP 2021	201208167003
Appendix E Risk Management Waimakariri Transport AMP 20	201215171784

iii. Water Supply AMP, IFR-02-03

<b>Scheme / Document Reference</b>	<b>TRIM Number</b>
Water Supply AMP Overview Document 2021	200120006283
Rangiora Water Supply Scheme AMP 2021	200120006291
Kaiapoi Water supply AMP 2021	200120006318
Woodend/ Pegasus Water Supply Scheme AMP 2021	200120006288
Oxford Urban and Oxford Rural No 2 Water Supply Scheme AMP 2021	200120006286
Oxford Rural No. 1 Water Supply Scheme AMP 2021	200120006298
Waikuku Beach Water Supply Scheme AMP 2021	200120006307
Cust Water Supply Scheme AMP 2021	200120006305
Mandeville/Fernside Water Supply Scheme AMP 2021	200120006303
Summerhill – West Eyreton Water Supply Scheme AMP 2021	200120006309
Ohoka Water Supply Scheme AMP 2021	200120006311
Poyntz Road Water Supply Scheme AMP 2021	200120006292
Garrymere Water Supply Scheme AMP 2021	200120006317

iv. Wastewater AMP, IFR-02-04

<b>Scheme / Document Reference</b>	<b>TRIM Number</b>
Wastewater AMP Overview Document 2021	200120006527
Rangiora (including Fernside) Wastewater Scheme AMP 2021	200120006521
Oxford Wastewater Scheme AMP 2021	200120006513
Kaiapoi Wastewater Scheme AMP 2021	200120006504
Woodend Wastewater Scheme AMP 2021	200120006520
Pegasus Wastewater Scheme AMP 2021	200120006515
Waikuku Beach Wastewater Scheme AMP 2021	200120006524
Mandeville Wastewater Scheme AMP 2021	200120006508
Pines/Kairaki Wastewater Scheme AMP 2021	200120006516
Tuahiwi Wastewater Scheme AMP 2021	200120006523
Woodend Beach Wastewater Scheme AMP 2021	200120006518
Loburn Lea Wastewater Scheme AMP 2021	200120006506
Eastern District's Wastewater Scheme AMP 2021	200120006525

v. Drainage AMP, IFR-02-05

<b>Scheme / Document Reference</b>	<b>TRIM Number</b>
Drainage AMP Overview Document 2021	200120006602
Rangiora Urban Drainage Scheme AMP 2021	200120006574
Ohoka Rural Drainage Scheme AMP 2021	200120006593
Coastal Urban Drainage Scheme AMP 2021	200120006582
Pegasus Urban Drainage Scheme AMP 2021	200120006578
Oxford Urban Drainage Scheme AMP 2021	200120006576
Kaiapoi Urban Drainage Scheme AMP 2021	200120006577
Loburn Lea Rural Drainage Scheme AMP 2021	200120006590
Coastal Rural Drainage Scheme AMP 2021	200120006585
Clarkville Rural Drainage Scheme AMP 2021	200120006586
Oxford Rural Drainage Scheme AMP 2021	200120006595
Cust Rural Drainage Scheme AMP 2021	200120006587
Central Rural Drainage Scheme AMP 2021	200120006583

vi. Stockwater AMP, IFR-02-06

<b>Scheme / Document Reference</b>	<b>TRIM Number</b>
Stockwater Race AMP 2021	200819107116

vii. Solid Waste AMP, IFR-02-07

<b>Scheme / Document Reference</b>	<b>TRIM Number</b>
Solid Waste AMP November 2021	201016139173

- (c) **Notes** that the final suite of Utilities and Rooding Activity Management Plans, adjusted for any changes made during the Long Term Plan consultation period, would be reported to Council at the 15 June 2021 Council meeting for adoption.

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

**CARRIED**

Mayor Gordon thanked the staff for the considerable amount of work that had gone into producing these Activity Management Plans and for having them completed in time for the Long Term Plan process.

4.2. **Draft Long Term Plan 2021 – 2031, Draft Consultation Document, Draft 30 Year Infrastructure Strategy and Draft Financial Strategy – J Palmer (Chief Executive)**

J Millward presented the report, noting that though the preparation of the documentation had involved a significant amount of work, he considered this to be one of the best Long Term Plan budget processes he had been involved in over many years. The proposed rate increase in the draft Long Term Plan was 3.95%, and throughout the ten years, it was proposed that the increases would not be more than 4.2%. Staff had endeavoured to smooth out the proposed increases over the allotted time period. An audit had been conducted on the Consultation Document with the Auditors providing clearance for the adoption of the Consultation Document. J Millward explained that once the consultation had been undertaken on the Long Term Plan and all submissions heard and considered by the Council, the Auditors would undertake a thorough audit of the primary 2021/2031 Long Term Plan document.

Moved: Mayor Gordon

Seconded: Councillor Atkinson

*The recommendations were taken separately.*

**THAT** the Council

- (a) **Receives** report No. 201027143087.

**CARRIED**

- (b) **Receives** the Audit opinion from Audit New Zealand on the Consultation Document.

**CARRIED**

- (c) **Adopts** the Financial Strategy, noting it is one of the principal documents relied on for the content of the Consultation Document and was included within the draft Long Term Plan for adoption.

**CARRIED**

- (d) **Adopts** the draft Revenue and Financing Policy that was included within the draft Long Term Plan for adoption.

**CARRIED**

- (e) **Adopts** the 30 Year Infrastructure Strategy, noting it was one of the principal documents relied on for the content of the Consultation Document and is included within the draft Long Term Plan for adoption.

**CARRIED**

- (f) **Adopts** the draft Long Term Plan 2021-2031 (Trim 201027143087) as the principal document relied on for the content of the Consultation Document.

**CARRIED**

- (g) **Adopts** the draft Consultation Document (Trim 210205018703) as the statement of proposal for public participation in decisions on the content of the draft Long Term Plan.

**CARRIED**

- (h) **Notes** the draft Long Term Plan Engagement Schedule with the special consultative procedure to open on 5 March 2021 and close on 12 April 2021.

**CARRIED**

- (i) **Notes** the draft Long Term Plan and the draft Consultation Document refers to further information and reports and this information would be provided on the Council website during the special consultative procedure from 5 March 2021 to 12 April 2021.

**CARRIED**

- (j) **Delegates** to the Mayor and Chief Executive authority to make changes to the Consultation Document following Audit opinion and Council comments.

**CARRIED**

Mayor Gordon commented that an extensive number of workshops had been held during the Long Term Plan process, which assisted in streamlining the budget processes. He was pleased that the Council had shown restraint during this time of uncertainty in the community due to the Covid-19 pandemic and was proud of the document being presented to the community for consultation. Mayor Gordon expressed a concern regarding the 24% rate increase proposed by Environment Canterbury (ECan); advising that he had raised the Council's concerns directly with the Chairperson of ECan.

Councillor Atkinson remarked on the invaluable briefings that had been provided to Councillors which had assisted in the decision making by the Council. He believed that this Long Term process was one of the best that he had been involved with and complimented staff on the work that had been undertaken. Councillor Atkinson emphasised that it was important that the flow of information continued.

#### 4.3. **Confirmation of Voting Method for 2022 and 2025 Local Body Election – S Nichols (Governance Manager)**

J Millward spoke to this report, which was taken as read.

There were no questions.

Moved: Councillor Doody

Seconded: Councillor Mealings

**THAT** the Council:

- (a) **Receives** report No. 210212023675.
- (b) **Notes** no countermand poll had been received for a change in voting method therefore First Past the Post (FPP) voting method would be used in the 2022 and 2025 Local Body Elections, as previously resolved by the Council on 4 August 2020.

**CARRIED**

#### 5. **QUESTIONS (UNDER STANDING ORDERS)**

There were no questions.

6. **URGENT GENERAL BUSINESS (UNDER STANDING ORDERS)**

There was no urgent general business.

7. **NEXT MEETING**

The next scheduled ordinary meeting of the Council is on Tuesday 2 March 2021, commencing at 1pm in the Function Room, Rangiora Town Hall.

There being no further business, the meeting closed at 10.20am.

CONFIRMED



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Mayor Dan Gordon  
Chairperson

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6 April 2021  
Date