

**MINUTES OF THE MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD VIRTUALLY VIA ZOOM ON TUESDAY 5 APRIL 2022, COMMENCING AT 1PM**

**PRESENT**

Mayor D Gordon (Chairperson), Deputy Mayor N Atkinson, Councillors K Barnett, R Brine, W Doody, N Mealings, P Redmond, S Stewart, P Williams (from 3.50pm) and J Ward.

**IN ATTENDANCE**

J Harland (Chief Executive), S Markham (Manager Strategic Projects), C Roxburgh (Water Asset Manager), R Hawthorne (Property Manager), S Hart (Business and Centres Manager), G MacLeod (Greenspace Manager), S Nichols (Governance Manager), V Thompson (Business and Centres Advisor), N Sheerin (Senior Policy Planner), H Profitt (Water Safety and Compliance Specialist), and A Smith (Governance Coordinator).

1. **APOLOGIES**

Moved: Mayor Gordon

Seconded: Councillor Barnett

**THAT** apologies for absence be received and sustained from Councillors A Blackie and P Williams. Councillor Williams subsequently joined the meeting at 3.50pm during consideration of the public excluded items.

**CARRIED**

2. **CONFLICTS OF INTEREST**

Councillor Barnett declared a conflict of interest in Item 18.4, in the public excluded part of the agenda (Rangiora BNZ Corner site 70 and 74 High Street Divestment), due to her role in commercial real estate.

3. **ACKNOWLEDGEMENTS**

3.1. **Obituary Air Marshall David Crooks CB OBE, Former Chief of the Defence Staff**

Mayor Gordon acknowledged the recent passing of Air Marshall David Crooks, who had grown up in Loburn, attended primary school in the area and then Rangiora High School. Air Marshall Crooks had an extensive background in aviation and had risen to the Head of the Defence Force. Members stood and observed a moment's silence.

4. **CONFIRMATION OF MINUTES**

4.1. **Minutes of the meeting of the Waimakariri District Council held on 22 February 2022**

Moved: Councillor Redmond

Seconded: Councillor Mealings

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of the meeting of the Waimakariri District Council held on 22 February 2022.

**CARRIED**

4.2. **Minutes of the meeting of the Waimakariri District Council held on 1 March 2022**

Moved: Councillor Atkinson

Seconded: Councillor Doody

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of a meeting of the Waimakariri District Council held on 1 March 2022.

**CARRIED**

4.3. **Minutes of the extraordinary meeting of the Waimakariri District Council held on 15 March 2022**

Moved: Councillor Redmond

Seconded: Councillor Stewart

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of the extraordinary meeting of the Waimakariri District Council held on 15 March 2022.

**CARRIED**

**MATTERS ARISING (FROM MINUTES)**

There were no matters arising.

**PUBLIC EXCLUDED MINUTES** (*Refer to public excluded Minutes*)

4.4. **Minutes of the public excluded meeting of the Waimakariri District Council held on 22 February 2022**

4.5. **Minutes of the public excluded meeting of the Waimakariri District Council held on 1 March 2022**

4.6. **Minutes of the public excluded extraordinary meeting of the Waimakariri District Council held on 15 March 2022**

5. **DEPUTATIONS AND PRESENTATIONS**

Nil.

6. **ADJOURNED BUSINESS**

6.1. **Update on Rural Land Lease and Licence Policy Consultation – R Hawthorne (Property Manager)**

*The initial report on this matter was left to lie on the table at the March 2022 Council meeting.*

R Hawthorne spoke to the memo, which updated the adjourned report from the Council meeting on 1 March 2022. He considered it advisable for the Council to consult with the iwi on the lease of public land and noted that there was an obligation to consult in some site leasing agreements. R Hawthorne further suggested that the process of leasing rural land may be enhanced by including an annual meeting with the iwi to discuss licences and leases scheduled for review in the coming year. To allow time to have such arrangements into the Policy document, it was planned to come back to the Council with a report in July 2022.

There were no questions from members.

Moved: Councillor Redmond

Seconded: Councillor Doody

**THAT** the Council

- (a) **Receives** Memo no. 220330047906 for information.
- (b) **Notes** that a report and Policy document would be presented to the Council in July 2022.

**CARRIED**

7. **SHOVEL READY PROJECTS**

Nil.

8. **REPORTS**

8.1. **Canterbury Climate Change Risk Assessment Report – S Markham (Manager Strategic Projects)**

S Markham presented the regional Canterbury Climate Change Risk Assessment Report and accompanying summary report. This was a significant report completed in collaboration with other Councils and Environment Canterbury. A Council briefing session would be scheduled as soon as practical to discuss this report.

Councillor Atkinson noted that this was an extensive report and commented that a briefing on this matter may require quite some time. S Markham agreed there needed to be time to present the report and also focus on the findings at a district level. Following this briefing, the Mayor would share the views of the Waimakariri District Council with the Canterbury Mayoral Forum.

Following a question from Councillor Barnett, staff confirmed that the briefing would also include senior Council staff to provide some guidelines on the areas of Greenspace, Infrastructure, Property and District Planning and how this information was being included in the various departments' forward planning.

Moved: Councillor Mealings

Seconded Councillor Atkinson

**THAT** the Council

- (a) **Receives** Report No. 220317039337.
- (b) **Receives** the Canterbury Climate Change Risk Assessment Report and accompanying Summary Report.
- (c) **Notes** the Canterbury Mayoral Forum's Climate Change Steering Group was now moving into action planning on the back of this risk assessment, while the results of it would be used in raising awareness of the climate change risks faced by the region through the "Its Time Canterbury" campaign.

**CARRIED**

Councillor Mealings acknowledged the significant work that had gone into the compilation of the regional report and encouraged Councillors to support this.

Councillor Atkinson complimented how the information in the graphs was presented in the report, as it made it clear to follow.

Councillor Doody noted the importance of choosing colours used in graphs, which consider those who are colour blind.

Mayor Gordon agreed that a briefing would be essential to discuss this technical report. The Steering Group's next phase would be focusing on the regional Action Plan, though Councils would also have their own Action Plans in place. Mayor Gordon further noted that the "Its Time Canterbury" campaign may be relaunched this year, as the 2021 launch, unfortunately, coincided with the May/June flood event and therefore, it did not have the impetus that it should have had.

In reply, Councillor Mealings noted that significant work had already been undertaken by all Council departments in the climate change area, taking into account adaptation and mitigation.

## 8.2. Update of Backflow Prevention Policy – C Roxburgh (Water Asset Manager) and H Proffit (Water Safety and Compliance Specialist)

C Roxburgh and H Proffit were present during consideration of this report to provide an update on the Council's Backflow Prevention Policy and to seek approval of the Council for the updated policy. The policy was first adopted by the Council in 2014, and it therefore it was appropriate for the policy to be reviewed. The policy also now fell under the auspice of the new Water Services Act 2020, which came into effect in November 2021 and the updated policy is now aligned with this Act and the draft Drinking Water Standards.

An obligation was placed on water suppliers to protect networks from backflow. Staff believed the 2014 policy was fit for purpose and, for consistency, no substantial changes had been made to the updated policy or the obligations to those working under the policy. Updates included references to new legislation and some minor rewording to provide more clarity.

In response to a question from Councillor Stewart about the scope of the exercise for backflow prevention, C Roxburgh advised that the Water Unit had almost completed the survey of all the commercial properties in the Council's database. It was found that some medium hazard sites would require backflow preventers to be installed. There were also high-risk sites that the Council were working with. C Roxburgh undertook to provide data on the exact numbers of properties to the Council. The goal was to complete this survey prior to November 2022, as there was budget available for the remainder of this financial year and the next financial year to complete this work.

Councillor Redmond asked if the failure of backflow prevention was a factor in the need to chlorinate the Kaiapoi water supply recently. C Roxburgh advised that though this had been a part of the investigation of the cause, there was no evidence, and it was ruled out.

Councillor Doody sought clarity on Clause 5.8 of the policy regarding temporary connections and the control of tanker filling points. It was advised that there were now dedicated filling points where contractors may take water for construction works. Contractors need to apply for a permit, there was, however, no charge for this, as staff did not want to be any disincentive to contractors to get consent. In addition, backflow preventers installed immediately upstream from these dedicated sites in the network gave a high degree of confidence that no contamination would occur. There were

several other hydrant sites throughout the network in the district, however, letters had been sent to all contractors advising them of the dedicated filling points.

Moved: Councillor Doody

Seconded: Councillor Redmond

**THAT** the Council:

- (a) **Receives** Report No. 220317039207.
- (b) **Notes** that the Council's Backflow Prevention Policy had been updated following the five year anniversary since the Policy was adopted, in response to new legislation that sits above the Policy, and to try to make the Policy more clear and user friendly.
- (c) **Notes** that overall obligations of different parties under the Policy had been reviewed and assessed as not changing significantly, and as such a Special Consultative Procedure was not required, with the overall intent of the updated Policy to be renewal of the previous Policy, with improved clarity, and giving effect to new legislation, rather than introducing a new set of obligations to any party.
- (d) **Approves** the updated 2022 Backflow Prevention Policy, effective from this date.

**CARRIED**

Councillor Doody thanked C Roxburgh for this report, acknowledging the need for contractors to only use the dedicated filling points to protect the water supplies.

Councillor Redmond commented on the importance of this policy, adding that these devices maintain the integrity of the Council's water supply infrastructure.

### 8.3. Approval of Council Submission on Draft Ecan Annual Plan 2022/2023 S Markham (Manager Strategic Projects)

S Markham presented this report, noting that Councillors had been involved in the preparation phase of this submission.

S Markham highlighted Item 7, the testing of private wells. A direct cost estimate for the programme of testing 180 wells was approximately \$30,000. However, there was also administrative work involved in dealing with the landowners and these additional costs was not included in the submission. It was anticipated that further information would be available at the time the submission was presented to Environment Canterbury (Ecan) as part of the submission hearing process. This would involve an appropriate sharing arrangement with Ecan.

Councillor Barnett noted two points that had been raised; for consistency she requested that the full names of all elected members be used in the submission document. It was subsequently agreed that the full names be included. Secondly, regarding wording in the climate change section, Councillor Barnett queried whether it was "difficult" to support a climate change fund going ahead, without knowing what the fund would be used for, or was it that the Councillors "do not" support this. Councillor Barnett commented that the message she had been receiving from the community was that they do not support the fund. Following discussion, the Mayor sought the views of Councillors and numbers were even in their preferred choice of this wording. It was decided by the Mayor that the word would

remain at “difficult”. Mayor Gordon advised he would speak to this at the submission hearing.

Moved: Mayor Gordon

Seconded: Councillor Atkinson

**THAT** the Council

- (a) **Receives** Report No. 220325044452.
- (b) **Approves** the draft submission, as may be amended, to Environment Canterbury’s Draft 2022/23 Annual Plan
- (c) **Notes** that the submission seeks for the Council to be heard at hearings on 26-29 April 2022.

**CARRIED**

Councillors Barnett and Doody Against

Mayor Gordon noted the pressure that communities were currently under and rate rises at the level proposed by Ecan would be difficult to absorb. He believed that Ecan needed to reflect on this.

Councillor Barnett opposed the motion, noting that the reaction from the community was that they do not support the substantial rate increase proposed by Ecan. She was of the opinion that this was not responsible governance and there needed to be prioritisation of projects. The Council needed to send a stronger message to ECan which would be a more accurate reflection of the community’s feelings.

Councillor Redmond supported Councillor Barnett’s comments, however, believed it was important for the Council’s submission to be received by Ecan, rather than no submission at all, if the motion was lost.

Councillor Atkinson acknowledged that the majority of comments he received from the community did not support the ECan proposed rate rise. However, there were also some community members who supported ECan for being honest in their approach and the funding required for the work they need to undertake.

Councillor Doody believed that there would not be many farmers who would be supporting ECan’s proposal and she would also not be supporting this motion.

In reply, Mayor Gordon noted that the Council’s submission had previously been circulated to all members to provide an opportunity for input. The Waimakariri was one of the few Councils in the Greater Christchurch Partnership who would be submitting to Ecan, and Mayor Gordon believed the Council’s submission wording was strong enough and this would be emphasised at the submission hearing. The work by ECan on the Ashley River was slow and this would also be highlighted. On a positive note, Mayor Gordon acknowledged the excellent leadership of ECan during the flood response in 2021, during what was a difficult time for the community. Mayor Gordon urged Councillors to support the motion.

**8.4. Commercial Share Scooters Trial Results – V Thompson (Business and Centres Advisor) and S Hart (Strategy and Business Manager)**

V Thompson spoke to this report seeking approval of the Council to continue the scooter operations in the district with Flamingo Scooters as the provider. A year-long permit was being sought, from 1 May 2022 to 30 April 2023 with delegation of the Chief Executive to extend this for a further 12 months, with Flamingo as the provider, or using another provider.

There was also a request for a permit of up to 10c per ride, which would be used to cover the costs to repair and reinstate any deliberate vandalism of public assets in the district. A higher permit fee was not viable for the number of rides that could be secured in the district for a provider. The current geofencing restrictions would remain in place, with an extension of access to open up the Pegasus and Ravenswood roundabout. Staff would also work with Flamingo Scooters on the viability of providing helmets with each scooter.

The feedback received from the Access Group members and Aged Friendly Advisory Group was acknowledged, with their concerns regarding the scooters lying on the footpaths and causing obstructions. V Thompson advised that there had been discussions with the providers on this matter, making sure their staff do daily pickups.

Regarding the Ravenswood roundabout, Councillor Doody noted this was a busy intersection and questioned the safety of scooters negotiating this. V Thompson noted that there were cyclists, pedestrians and private scooter users currently using this roundabout and staff therefore felt comfortable with this proposal.

Councillor Mealings asked about helmets, and V Thompson stated that the viability of having a helmet strapped to every scooter needed to be considered. However, a neighbouring Council, who provided helmets, had problems with helmets going missing. Also the number of rides taken in Waimakariri needs to be considered when considering the viability of providing helmets. Flamingo were willing to test having helmets available, and people could also request a free helmet for Flamingo.

Councillor Barnett questioned why scooters would not be allowed along High Street on the road, which was low speed area, having seen private scooters travelling safely in this area. V Thompson explained that there had been discussion with staff on this option, however noted that there was much many activity on this part of High Street, with vehicle doors opening and pedestrian crossings and it was believed that this should be kept as a ge-fenced area. S Hart added that the concerns of members of the Access Group and Aged Friendly Group were taken into account and their members wanted to feel safe along High Street, which was another reason to support the geo-fenced area remaining. A future option could be to conduct a month long trial on this with the need to maintain enough barriers to ensure safety.

Councillor Redmond sought clarity on what the per ride fee was that neighbouring Councils charge. Both Christchurch City and Selwyn District Councils used different approaches to fee charging, however, V Thompson was able to advise that Wellington City Council charge 11c per ride. The Waimakariri Council needed to take the number of rides per year in this district, and it was not viable to set fees and rates similar to larger cities, with higher volumes of rides. Currently there were between 40,000 to 45,000 rides per annum, which would generate approximately \$4,000 in annual income from the ride fees. This would be used to cover any vandalism incurred.

S Markham noted the significant amount of work that staff had put into this project noting that this was a request to extend the trial for a 12 month period. Staff were open to suggestions from the community however believed this initial trial had gone well, significantly better than some may have suggested.

Moved: Councillor Atkinson

Seconded: Councillor Mealings

**THAT** the Council:

- (a) **Receives** Report No. 220317038835.
- (b) **Notes** the aggregated scooter trial data that had been provided and where aspects of key data was consistent across Flamingo Scooters and Ride Reports data capturing platforms.
- (c) **Notes** the community feedback which had been included and was sourced from both Flamingo Scooters and the Waimakariri District Council primarily in the form of surveys and/or direct feedback from affected community organisations.
- (d) **Approves** a twelve month permit being offered to Flamingo Scooters to continue commercial scooter services in the Waimakariri District covering a timeframe from 1 May 2022 to 30 April 2023 for up to 300 scooters.
- (e) **Approves** an extension of a permit term by an additional twelve months for any selected provider (to conclude 30 April 2024) at the Chief Executive's discretion under Council delegation if the first twelve month operating period continues successfully.
- (f) **Approves** a permit fee of up to 10 cents per ride for every ride taken on a commercial share scooter in the Waimakariri District. This fee may be reviewed beyond the initial yearlong permit term at the Chief Executive's discretion.
- (g) **Approves** geo-fencing restrictions for the trial continuing across the new permitting period, except access across the Ravenswood/Pegasus roundabout will be permitted.
- (h) **Notes** the permit fees were intended to cover any superficial public realm reinstatement costs that would otherwise have come out of Greenspace or Roading Unit operational budgets as a result of scooter misuse/vandalism by members of the public.
- (i) **Notes** that Flamingo Scooters or future alternative providers would be responsible for covering all operational costs to ensure the continuity of their business operations and service levels when operating in the Waimakariri District and no financial operating contribution was required from Council.

**CARRIED**

Councillor Atkinson supported the 12 months extension of this trial, though was not in support of providing helmets with each scooter and believed that users should provide their own. However, he did support the promotion of wearing helmets while riding scooters for safety. There had been 61 complaints received about scooters over the initial trial period and he considered this an indication of a successful trial Councillor Atkinson supported having the scooters as an alternative form of transport in the community and encouraged colleagues to support the motion.

Councillor Mealings supported this trial continuing and use of the scooters provided another option of travelling from A to B.



Councillor Barnett also supported the scooters as an alternative form of transport to encourage less use of vehicles. She was pleased to see the low number of complaints during the initial trial period and was pleased to support the 12 months extension of the trial period.

Mayor Gordon being a regular user of the scooters, agreed that users should provide their own helmets, and to encourage people to be safe. Mayor Gordon supported the retention of geo-fencing as it was what had led to the successful trial. If the trail was to be extended in future there would need to be further work undertaken by the Council on the possible lifting of geo-fencing. Mayor Gordon also acknowledged the work of staff managing this trial.

8.5. **Electoral Candidate Order on Voting Papers– S Nichols (Governance Manager)**

S Nichols was present for consideration of this report, seeking approval of for the names of candidates to appear in random order on voting papers in the 2022 Local Body Triennium elections and any subsequent by-elections.

There were no questions.

Moved: Councillor Doody

Seconded: Councillor Redmond

**THAT** the Council:

- (a) **Receives** Report No. 220325044585.
- (b) **Approve**, under regulation 31 of the Local Electoral Regulations 2001, that the names of candidates at the 2022 triennial elections and any subsequent by-elections be arranged in random order.

**CARRIED**

Councillors Doody and Redmond both commented this was a sensible and fair way of listing candidates.

8.6 **Local Government NZ (LGNZ) Annual Conference Attendance 2022– S Nichols (Governance Manager)**

S Nichols presented this report noting that the 2022 Annual Local Government Conference was being held Palmerston North in mid-July. The Council policy allowed for the Mayor and one Councillor to attend and it was practice that the Deputy Mayor attend at least one conference in the triennium.

Mayor Gordon informed members that this year the LGNZ Annual General Meeting would not be held at the conference, however would take place later in July 2022.

Councillor Doody asked if there was any negotiation on extra Councillors to attend the conference, and it was confirmed that this was a decision to be made by the Council.

Councillor Atkinson questioned that, with the possible impact of Covid, was prudent to also select an alternate member to attend. S Nichols confirmed that changes could still be made to the Council's delegation a few days prior to the conference with little impact on the budget. This could be dealt with at the time if it was necessary.

Moved: Councillor Redmond

Seconded: Councillor Mealings

**THAT** the Council:

- (a) **Receives** report No.220316038134.
- (b) **Approves** Councillor Atkinson attending the Local Government New Zealand Conference from 19 to 22 July 2022 in Papaioea/Palmerston North, accompanying the Mayor and Chief Executive.

**CARRIED**

Councillor Redmond noted the costs involved in attending the conferences, and suggested that the conference could be made available virtually for those who were not attending in person.

## 9. **MATTER REFERRED FROM COMMITTEES AND COMMUNITY BOARDS**

### 9.1 **Kaiapoi Riverbank Walkway and Memorial Reserve Update – V Thompson (Business and Centres Advisor), G MacLeod (Greenspace Manager), and H White (Intermediate Landscape Architect)**

*(refer to copy of report no. 220216020391 to the KTCB meeting of 21 March 2022).*

G MacLeod spoke to this report which the Kaiapoi Tuahiwi Community Board had referred to Council. He noted that the Kaiapoi Memorial Reserve was where the ANZAC Day and RSA ceremonies were usually held. Hence, the Kaiapoi RSA had also been consulted on this plan. Following this, it was recommended that the project be deferred to the 2023/24 Long Term Plan cycle until there was an opportunity to undertake further cost analysis.

Councillor Barnett noted that the budget had doubled for the planned update to the reserve, however, also acknowledged that with inflation the cost would increase further, if it is deferred until the next Long Term Plan cycle. G MacLeod responded that the Community Board and RSA had requested additional work to be done as part of the project, and further funding would also be required for these. Councillor Barnett suggested this should be undertaken as a staged project.

Moved: Councillor Atkinson

Seconded Councillor Doody

**THAT** the Council:

- (a) **Defers** the 'Kaiapoi Riverbank Walkway and Memorial Reserve' project from 2021/22 until the 2023/24 Long Term Plan cycle (as per item 4.20 in the report) and that Option C be submitted with a request for the full project budget at that time.

**CARRIED**

Councillor Barnett Against

Councillor Atkinson believed the 2023/24 Long Term Plan cycle was the correct time for this project to be considered. He noted that the height of the kerbing could be considered as a minor safety roading project, rather than it being part of the memorial reserve update.

Councillor Doody also supported this project being postponed, and agreed with the proposed lighting improvements, which was an important aspect during the dawn parades.

Councillor Barnett was concerned with the doubling of budget for this project to \$271,000 and the change in scope of the project. She also noted the potential increase in cost to ratepayers by deferring the project. She did support this area being tidied up, however, many items had been added to the project which were not in the original scope of work Councillor Barnett suggested that the Council needed to reduce spending on recreation and amenity projects, and to spread out projects to reduce impact on ratepayers during these difficult times. She therefore did not support the motion.

Mayor Gordon supported the recommendation, however, did not believe that the reserve needed to be tidied up, as it was one of the neatest memorial sites in the district.

In reply, Councillor Atkinson noted that this reserve is used by many residents of Kaiapoi and believed that this was the right way for this matter to be addressed.

9.2 **Removal of Minimum Car Parking Requirements from Operative District Plan – N Sheerin (Senior Policy Planner) and G Hackett (Policy Planner)**

*(refer to copy of report no. 211018168094 to the District Planning and Regulation Committee meeting of 14 December 2021)*

N Sheerin presented this report, noting that this was procedural in nature, with the National Policy Statement on Urban Development NPSUD removing the minimum car parking requirements from the operative plan by 20 February 2022, which had been done. There was still requirements for accessible parking, biking parking and loading zones.

Moved: Councillor Barnett

Seconded: Mayor Gordon

**THAT** the Council:

- (a) **Notes** that the National Policy Statement on Urban Development (NPSUD) requires the amendment of the operative Waimakariri District Plan to remove minimum car parking requirements by 20 February 2022.
- (b) **Notes** that the Development Planning Manager was delegated by the Council to amend the operative Waimakariri District Plan where required by a national policy statement under section 55 of the Resource Management Act.

**CARRIED**

Councillor Barnett noted that this matter was something that the Council had no choice on, as control had been taken away from the Council.

Mayor Gordon agreed with the comments of Councillor Barnett, noting that one size does not fit all and there should be the opportunity for matters to be considered on a case by case basis.

Councillor Brine did not support this motion, as in his opinion this was a short sighted decision by a short sighted government.

Councillor Redmond noted that that the Council had no choice but to support this matter. This took away people's rights to have a say in the development of their community.

Councillor Mealings suggested it was an unfortunate position for the Council to be in, and the NPSUD had contradicted itself on many matters.

Councillor Doody also expressed her disappointment that this was a requirement and that the Council had no choice.

10. **WELLBEING, HEALTH AND SAFETY**

10.1. **Health, Safety and Wellbeing Report April 2022 – J Harland (Chief Executive)**

J Harland presented this report, noting that there were nine incidents during the month which resulted in no lost time for the organisation. These were from a variety of causes. It was advised that there were 74 staff who had been classed as critical workers, in relation to keeping Council services operating for the community, during the Covid pandemic.

Currently with no Health and Safety Manager, the Health and Safety Advisor was busy but had been able to provide the reporting information required.

There were no questions.

Moved: Councillor Atkinson

Seconded: Councillor Stewart

**THAT** the Council:

- (a) **Receives** Report No. 220322042010.
- (b) **Notes** that there were no notifiable incidents this month. The organisation was, so far as was reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) as required by the Health and Safety at work Act 2015.
- (c) **Notes** that the Health and Safety Advisor had developed a plan of activities to support compliance and assist the organisation while the team was under resourced.
- (d) **Circulates** this information to Community Boards for their information.

**CARRIED**

11. **COMMITTEE MINUTES FOR INFORMATION**

11.1 Minutes of a meeting of the District Planning and Regulation Committee of 22 February 2022

11.2 Minutes of a meeting of the Utilities and Roading Committee of 22 February 2022

11.3 Minutes of a meeting of the Audit and Risk Committee of 15 March 2022

11.4 Minutes of a meeting of the Community and Recreation Committee of 15 March 2022

11.5 Minutes of a meeting of the Utilities and Roading Committee of 22 March 2022

Moved Mayor Gordon

Seconded Councillor Brine

**THAT** Items 11.1 to 11.5 be received information.

**CARRIED**

12. **COMMUNITY BOARD MINUTES FOR INFORMATION**

- 12.1 Minutes of a meeting of the Kaiapoi-Tuahiwi Community Board meeting of 21 February 2022
- 12.2 Minutes of a meeting of the Oxford-Ohoka Community Board meeting of 2 March 2022
- 12.3 Minutes of a meeting of the Rangiora-Ashley Community Board meeting of 9 March 2022
- 12.4 Minutes of a meeting of the Woodend-Sefton Community Board meeting of 14 March 2022
- 12.5 Minutes of a meeting of the Kaiapoi-Tuahiwi Community Board meeting of 21 March 2022

Moved: Councillor Barnett

Seconded: Councillor Redmond

**THAT** Items 12.1 to 12.5 be received for information.

**CARRIED**

13. **REPORTS FOR INFORMATION**

- 13.1. **Te Kōhaka ò Tuhaitara Trust - Statement of Intent for the Year ending 30 June 2023 – J Millward (Manager Finance and Business Support**  
*(Refer to report 220218022320 to the Audit and Risk Committee meeting of 15 March 2022)*
- 13.2. **February 2022 Flood Event – Update on Service Requests – E Klopper (Flood Team Lead), C Fahey (Water Operations Team Leader) and K Simpson (3 Waters Manager)**  
*(Refer to report 220310034384 to the Utilities and Roading Committee meeting of 22 March 2022)*

Councillor Barnett asked how often the Council would receive updates on progress with the actions following the flood event. Mayor Gordon agreed that a regular monthly update could be provided at the Council meetings, and J Harland would follow up with staff to arrange this.

Moved: Councillor Atkinson

Seconded: Councillor Ward

**THAT** the Council:

- (a) **Receives** Items 13.1 and 13.2 for information.

**CARRIED**

14. **MAYOR'S DIARY**

- 14.1 **Mayor's Diary 23 February – 29 March 2022**

Moved: Councillor Atkinson

Seconded: Councillor Ward

**THAT** the Council:

- (a) **Receives** report no 220329046828.

Councillors Atkinson and Ward both acknowledged the leadership and high work level of Mayor Gordon, noting the increased workload relating of the Three Waters reform. Mayor Gordon thanked members for these comments and took the opportunity to thank the Chief Executive, Jim Harland, for his support.

## 15. **COUNCIL PORTFOLIO UPDATES**

### 15.1. **Iwi Relationships – Mayor Dan Gordon**

Noted the excellent briefing earlier today on MR873 with Te Maire Tau and Gabrielle Huria. Beneficial discussion was had on development contributions and other related matters.

The Council's position on the Communities for Local Democracy was noted and Mayor Gordon assured members that the relationship with the local iwi remained intact and Mayor Gordon is committed to this remaining strong in the future.

### 15.2. **Greater Christchurch Partnership Update – Mayor Dan Gordon**

Mayor Gordon and J Harland attended a virtual meeting with the Minister of Transport, talking on the advancement of transport investment in Christchurch city. The work of the Urban Growth Partnership would assist with securing further Crown investment. There was many suggestions as to where any investment should go, Mayor Gordon suggested it was important that there was a carefully considered plan from all the partners.

### 15.3. **Canterbury Water Management Strategy – Councillor Sandra Stewart**

The Water Zone Committee meeting was held the previous day which dealt with its Action Plan with \$50,000 of funding for projects; an update was provided on Plan Change 7; regarding the review of the minimum flows (as in the Alpine Rivers section of the Land and Water Regional Plan), Councillor Stewart advised that there would not be a review of the Waimakariri River now. This minimum flow had a direct impact on the salt water intrusion up the Kaiapoi River. ECan had to produce a new Land and Water Regional Plan notified by 2024, this would come in that document and this Council needed to be alert to this process. Thirdly at the meeting was a presentation of restoration of a wetland on O'Rourke's Road being undertaken privately and it was noted that both ECan and the Waimakariri District Council needed to both be involved in helping out and giving advice on what could and could not be done. Neighbours had expressed concern with the wetland and wanted it to be drained.

The Braided River Revival Programme was discussed, specifically the Rangiora Reach. There had not been any specific input requested from the Water Zone Committee members, or Ngai Tuahuriri on this. Councillor Stewart questioned the coherence of the vision of the Braided River Revival Plan. It was advised that there was two open session on Thursday 7 April.

### 15.4. **International Relationships – Deputy Mayor Neville Atkinson**

Councillor Atkinson noted that a pamphlet was almost completed which would provide information on the work of the Waimakariri-Passchendale Advisory Group. These would be available in RSA Clubs and other public places.

The four medals coming from the former Christchurch RSA were being relocated to the Rangiora RSA and it was hoped to have these medals rededicated in May.

Resting place seats on the Passchendale walkway would be in place shortly, five altogether. Funding for these seats had been provided by both the Kaiapoi and Rangiora RSAs. There would be planting around where the seats were located. This planting plan would be made available to the Community and Recreation Committee.

Some ANZAC Day services were going to be held throughout the district. Mayor Gordon noted a summary would be provided by the Governance Team and members would be advised.

15.5. **Regeneration (Kaiapoi) – Councillor Al Blackie**

Councillor Blackie was an apology for the meeting.

15.6. **Climate Change and Sustainability – Councillor Niki Mealings**

Noted receipt of the Canterbury Climate Change Review.

On 18 March 2022 a Climate Change workshop was held, which included speaker Dr Don Hine. There were notes and presentation available which Councillor Mealings would share with Councillors.

15.7. **Business, Promotion and Town Centres – Councillor Joan Ward**

Councillor Ward noted that the town centres were quiet the moment and not many activities were happening, with a lot of events still on hold. Rangiora Promotions were still planning to hold the Winter Splash on 1 July 2022 and also possibly holding a Spring Ball.

Enterprise North Canterbury was considering holding some events at the MainPower Stadium and this would be good for the community if these progressed.

16. **QUESTIONS**

There were no questions under Standing Orders.

17. **URGENT GENERAL BUSINESS**

There was no urgent general business under Standing Orders.

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

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

Moved: Mayor Gordon

Seconded: Councillor Barnett

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

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

Item No	Minutes/Report of	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
18.1	Minutes of public excluded portion of Council meeting of 22 February 2022.	Confirmation of minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)
18.2	Minutes of public excluded portion of Council meeting of 1 March 2022.	Confirmation of minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)
18.3	Minutes of public excluded portion of an extraordinary Council meeting of 15 March 2022.	Confirmation of minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)
<b>REPORTS</b>				
18.4	Report of S Hart (Strategy and Business Manager)	Rangiora BNZ Corner site (70 and 74 High Street) Divestment	Good reason to withhold exists under Section 7	Section 48(1)(a)
18.5	Report of R Hawthorne (Property Manager)	Divestment of van Bree land and closed Road associated with Silverstream Boulevard and adjacent development	Good reason to withhold exists under Section 7	Section 48(1)(a)
18.6	Report of S Hart (Strategy and Business Manager) and R Hawthorne (Property Manager)	Rangiora Bunnings Site	Good reason to withhold exists under Section 7	Section 48(1)(a)
18.7	Mayor Dan Gordon	Chief Executive Review	Good reason to withhold exists under Section 7	Section 48(1)(a)

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

Item N°	Reason for protection of interests	LGOIMA Part 1, Section 7
18.1 – 18.7	Protection of privacy of natural persons; To carry out commercial activities without prejudice; Maintain legal professional privilege; Enable Council to continue with (commercial) negotiation without prejudice or disadvantage Prevent the disclose of information for improper gain or advantage	Section 7 2(a) Section 7 2(b)ii Section 7 (g) Section 7 2(i)  Section 7 (j)

**CARRIED**

**CLOSED MEETING**

The public excluded portion of the meeting commenced at 3.25pm until 4.56pm.



**Resolution to resume in open meeting**

Moved Councillor Atkinson Seconded Councillor Doody

18.1 **Confirmation of Minutes of the Public Excluded portion of the Council meeting of Tuesday 22 February 2022**

**Resolves** that the Minutes remain public excluded.

18.2 **Confirmation of Minutes of the Public Excluded portion of the Council meeting of Tuesday 1 March 2022**

**Resolves** that the Minutes remain public excluded.

18.3 **Confirmation of Minutes of the Public Excluded portion of the extraordinary Council meeting of Tuesday 15 March 2022**

**Resolves** that the Minutes remain public excluded.

18.4 **Rangiora BNZ Corner site (70 and 74 High Street) Divestment – Commercial Real Estate Agency Recommendation – S Hart (Strategy and Business Manager) and R Hawthorne (Property Manager), on behalf of the BNZ Site Divestment Evaluation Panel**

**Resolves** that resolutions (a), (b), (d), (e) and (g) be made public, recommendation (c) remains public excluded and recommendation (f) remains public excluded until contracts are finalised; the contents of the report and discussion remain public excluded and the report be circulated public excluded to all Community Boards

18.5 **Divestment of van Bree land and closed Road associated with Silverstream Boulevard and adjacent development by Lime Development Ltd – R Hawthorne (Property Manager)**

**Resolves** that the report, resolution and discussion remain public excluded.

18.6 **Rangiora Bunnings site – Prospective Future Usage and the Council Interests– S Hart (Strategy and Business Manager) and R Hawthorne (Property Manager)**

**Resolves** that the report, resolution and discussion remain public excluded.

18.7 **Chief Executive Remuneration Review 2021-2022 Mayor Dan Gordon**

**Resolves** that the report, resolution and discussion remain public excluded.

**OPEN MEETING**

18.4 **Rangiora BNZ Corner site (70 and 74 High Street) Divestment – Commercial Real Estate Agency Recommendation – S Hart (Strategy and Business Manager) and R Hawthorne (Property Manager), on behalf of the BNZ Site Divestment Evaluation Panel**

Moved: Councillor Ward

Seconded: Councillor Doody

**THAT** the Council:

- (a) **Receives** Report No. 220330048015.
- (b) **Notes** the background associated with the Council's ownership and management of the BNZ corners site, and the previous divestment process.
- (d) **Notes** the anticipated project timeframe and process for the divestment of the BNZ Corner site, subject to more detailed marketing advice from the selected real estate agent. An opportunity will be sought from the developer to consult on the final design of the building.
- (e) **Notes** the previous Council Report that agreed the Terms of Reference and make up of a Working Group / Selection Panel for the Divestment of 70 74 High St, Rangiora.
- (g) **Circulates** this report to the Community Boards for their information.

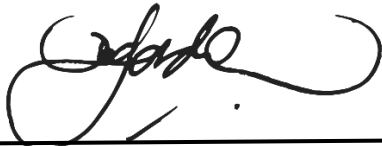
**CARRIED**

19. **NEXT MEETING**

The next scheduled ordinary meeting of the Council would occur at 1pm on Tuesday 3 May 2022.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 4.57PM.

CONFIRMED



Chairperson  
Mayor Dan Gordon

3 May 2022

\_\_\_\_\_  
Date