

MINUTES OF A MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE FUNCTON ROOM, RANGIORA TOWN HALL, 303 HIGH STREET, RANGIORA, ON TUESDAY 2 MARCH 2021, COMMENCING AT 1PM

PRESENT

Mayor D Gordon (Chairperson from 2.25pm), Deputy Mayor N Atkinson, Councillors K Barnett, A Blackie, R Brine (departed 3.50pm), W Doody, N Mealings, P Redmond, S Stewart, J Ward and P Williams.

IN ATTENDANCE:

J Palmer (Chief Executive), G Cleary (Manager Utilities and Roading), J Millward (Manager Finance and Business Support), K LaValley (Project Delivery Manager), R Hawthorne (Property Manager), J McBride (Roading and Transport Manager), T Sturley (Community Team Manager), K Simpson (3 Waters Manager), C Roxburgh (Water Asset Manager), C Brown (Manager Community and Recreation), G Meadows (Policy Manager), D Young (Senior Engineering Advisor), G MacLeod (Community Greenspace Manager), R O'Loughlin (Greenspace Asset and Capital Programme Advisor), M Andrews (Utilities Projects Team Leader), K Waghorn (Solid Waste Asset Manager), S Hart (Business and Centres Manager), S Nichols (Governance Manager), S Allen (Water Environment Advisor), V Thompson (Business and Centres Advisor) and A Smith (Governance Co-ordinator).

The meeting adjourned at 2.25pm and recommenced at 2.40pm.

1. **APOLOGIES**

In the absence of Mayor D Gordon, due to previous meeting commitments, Deputy Mayor N Atkinson opened and chaired the meeting until 2.25pm, at which time Mayor Gordon was present and assumed the Chair.

Moved Councillor Williams Seconded Councillor Doody

- (a) **THAT** apologies be received and sustained from Mayor Gordon for absence between 1pm until 2.25pm and from Councillor R Brine, for early departure from 3.50pm.

CARRIED

Deputy Mayor Atkinson acknowledged this was the final Council meeting for Jim Palmer, having served 17 years as Chief Executive at the Council. During this 17 years, J Palmer has attended 220 Council meetings. It was observed that it is 32 years since Council amalgamation and forming of the Waimakariri District Council, which has involved 384 standard Council meetings over this time and J Palmer has therefore attended more than two-thirds of these meetings. This is part of the significant contribution that J Palmer has made to this District during his time at Waimakariri District Council.

2. **CONFLICTS OF INTEREST**

There were no conflicts of interested recorded.

ACKNOWLEDGEMENTS

Following Mayor Gordon joining the meeting at 2.25pm, he acknowledged the recent passing of Dr John Buckingham, who had previously served as the independent chairperson of the Waimakariri Health Advisory Group. Dr Buckingham's contribution to the community was acknowledged and all those present stood and observed a moments silence.

3. **CONFIRMATION OF MINUTES**

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

Moved Councillor Redmond 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 26 and 27 January 2021.

CARRIED

3.2. **Minutes of a meeting of the Waimakariri District Council held on 2 February 2021**

Moved Councillor Redmond Seconded Councillor Doody

THAT the Council:

- (b) **Confirms**, as a true and correct record, the circulated minutes of meetings of the Waimakariri District Council held on 2 February 2021.

CARRIED

MATTERS ARISING

There were no matters arising.

3.3. **Minutes of the public excluded meeting of the Waimakariri District Council held on 2 February 2021**

(Refer to public excluded minutes)

4. **DEPUTATIONS AND PRESENTATIONS**

There were no deputations or presentations.

5. **ADJOURNED BUSINESS**

There was no adjourned business.

6. **COVID-19 RECOVERY PLANNING / SHOVEL READY PROJECTS**

6.1. **Covid-19 Social Recovery Resourcing – T Sturley (Community Team Manager)**

T Sturley presented the report which highlighted the need for a fixed term community development provision for Covid-19 social recovery projects. Projects highlighted were food security, the Kaiapoi Community Hub which is currently under discussion and the development of a website to link people with the right resources. It was noted that it is business as usual to ensure this growing district can continue to be supported. The funding agencies are not in a position to provide funding for community development facilitation for projects, but will provide support with project related funding, evidenced by the \$640,000 funding grant that had previously been received for food security. T Sturley advised the Council application to the Department of Internal Affairs Covid-19 Community Fund in November was unsuccessful. Staff have been advised that this fund was inundated with applications and in the first instance, the decision had been made that no applications from Territorial Local Authorities (TLAs) would be considered.

This resulted in seeking approval for \$70,000 from the Council Covid-19 fund for the provision of continuation of the .75 FTE role including overhead costs. This will ensure the maintenance of adequate community development provision and ensure that social recovery is delivered on effectiveness and sustainability so the Council can hand key projects over to the community.

T Sturley highlighted that the current incumbent who has been in the .75 FTE role for the past six months has in that time built some well established relationships and delivered results with community connections. Areas of the community with particular needs have also been identified. Retaining this momentum would be of considerable value to the community.

T Sturley clarified the difference between this proposed role and the recently established community connector role at Wellbeing North Canterbury. The latter role has been funded by the Ministry of Social Development, and went to existing social service provider agencies; Wellbeing North Canterbury were approached. The Council Community Team members had discussions with Wellbeing North Canterbury on the service provision in the community, and the role designed as the Next Steps Facilitator; a service role to guide people into the right agency and also the development of the Next Steps website. This is different to the Council's Community Development role.

The Council has previously received funding from other government agencies but typically the Ministry of Social Development do not support TLAs. There has been funding received from the Department of Internal Affairs in the past, but they have advised they will not be supporting Covid-19 recovery with funding.

Councillor Williams enquired how people in need get in contact with the Council. T Sturley clarified that the Council Community Team is not a service provider. Sometimes there are approaches made directly to the Council, however these people are directed to the right agency or service for assistance. The position at Community Wellbeing is client based, and this Council's position is community based.

Councillor Barnett asked what would be the consequence of the Council not supporting funding for this staff position. T Sturley responded that there would be lack of delivery on community development. The Council support a number of networks across the district and support for these would be reduced. Staff are currently working with a number of key community groups to increase their capacity to have good governance and attract funding. This ability would be reduced and also the loss of connection with people in the community, if the position was not continued.

Councillor Barnett asked what were the ongoing social recovery projects from Covid-19. T Sturley highlighted the following projects:

- Next Steps project
- Food Security
- Community Hub
- Families who have reduced weekly income
- Suicide risk
- Family violence (which has elevated significantly)

Councillor Doody asked if the Next Steps Facilitator would be in touch with the rural community also. T Sturley said an extensive marketing campaign is planned so people are aware of this role. It was also advised that the service would be available for all, including farm workers and also for issues that may arise in schools.

Moved Councillor Barnett

Seconded Councillor Doody

THAT the Council,

(a) **Receives** report No. 210212023787.

- (a) **Acknowledges** that Council have received a report that highlighted the need for fixed term increased community development provision to ensure that Covid-19 social recovery projects are effectively and sustainably established.
- (b) **Notes** that in early November 2020, staff applied to the Department of Internal Affairs Covid-19 Community Fund for funding for the necessary fixed term community development provision.
- (c) **Notes** that at the January meeting Council approved that, should this application be unsuccessful, and alternative funding streams not be available, staff could seek delegation from the Council Covid-19 fund to cover up to \$100,000, including overheads and ongoing employment costs for social recovery project facilitation until June 2022
- (d) **Notes** that staff have been advised that their application to the Department of Internal Affairs Covid-19 Community Fund was unsuccessful.
- (e) **Approves** the provision of \$70,000 in funding from the Council Covid-19 fund for continued provision of the current 0.75 FTE role, including overhead costs, to ensure maintenance of adequate community development provision for social recovery facilitation, through until June 2022.

CARRIED

Councillor Barnett supported the motion and believed this is not the time to be cutting budgets for staff and resources to support the community. This role would allow for coordination of the social services in the district and Councillor Barnett believed that the amount requested would allow for the continued support of the Covid-19 recovery in this community.

Councillor Doody reiterated the comments from Councillor Barnett and the benefits that this role would continue to bring to the community.

Councillor Redmond supported this motion and believed that this would be appropriate use of the Covid-19 budget. It was noted that the effects of Covid-19 will be ongoing and the Council needs to retain the momentum. Social recovery and connections are important going forward he stated. Councillor Redmond noted that the Community Team at this Council is the envy of many Councils and this role will provide much needed ongoing support for the community.

6.2. Stimulus Programme Update, Budget Amendments and Budget Programme Contingency Allocation – M Andrews (Utilities Projects Team Leader), K Simpson (3 Waters Manager), C Roxburgh (Water Asset Manager)

M Andrews, K Simpson and C Roxburgh were present for consideration of this report which provided an update on the progress with the Stimulus projects. It was pointed out that the majority of the projects have been priced. It was advised that some of the budgets have been adjusted to align with the updated forecasts, and the report requested the adjustment of these budgets. The report also requested the inclusion of a contingency project to be included within the Council's Delivery Plan; being the Cust Headworks Upgrade project.

K Simpson advised that of the tenders that have been received for projects to date, some have come in under budget and some have been over budget. The net effect of these "unders and overs" is overall under-budget by \$220,000. Staff recommend that this amount would be included as part of the contingency project at Cust headworks for the 2021/2022 financial year.

Regarding the Cust headworks project, Councillor Redmond enquired if this would address the recent water contamination issue there, in particular the storage tanks. C Roxburgh advised that plans were already in place for this work prior to the e.coli occurring in the water supply recently, and this work would address the issue.

Moved Councillor Williams Seconded Councillor Ward

THAT the Council,

- (a) **Receives** report No. 210211022639.
- (b) **Notes** that while there are some 'unders and overs' on a project by project basis, the total Stimulus programme of works is forecast to be able to be completed for less than the original budget allowance, based on the tenders received to date.
- (c) **Notes** the project specific budget amendments for the Stimulus Projects as detailed in the table below, in order to align the budgets for each project with final expenditure forecasts:

Budget Name	Budget Type	PJ / GL	Current Budget	Proposed Budget	Difference
Fernside Sewer Upgrade	LOS (Stimulus)	101671.000.5113	\$1,190,000	\$670,500	-\$519,500
	Growth	TBC	\$125,000	\$125,000	\$0
Poyntzs Road Water Source Upgrade	LOS (Stimulus)	101670.000.5103	\$941,900	\$1,163,500	\$221,600
	Growth	101670.000.5105	\$73,100	\$73,100	\$0
Loburn Lea Sewer Upgrade **	LOS (Stimulus)	101672.000.5113	\$1,642,000	\$1,877,000	\$235,000
	Growth	TBC	\$1,215,000	\$1,215,000	\$0
Tuahiwi Water Extension Greens Road	LOS (Stimulus)	101673.000.5103	\$488,750	\$488,750	\$0
	Growth	101673.000.5105	\$166,250	\$166,250	\$0
Tuahiwi Water Extension Tuahiwi Road	Growth	101674.000.5105	\$133,000	\$133,000	\$0
Tuahiwi Sewer Extension Greens Road	Growth	101675.000.5113	\$136,000	\$136,000	\$0
	LOS (Stimulus)	101673.000.5115	\$140,000	\$140,000	\$0
Tuahiwi Sewer Extension Tuahiwi Road	Growth	101676.000.5115	\$128,000	\$128,000	\$0
Central Tuahiwi Sewer Upgrade *	LOS (Stimulus)	101677.000.5113	\$2,428,000	\$2,170,500	-\$257,500
West Eyreton and Summerhill Storage Upgrade	LOS (Stimulus)	101679.000.5103	\$79,000	\$140,500	\$61,500
Central Rangiora Capacity Upgrade Stage 5A	LOS (Stimulus)	101680.000.5113	\$246,000	\$246,000	\$0

Ohoka Water Storage Upgrade	LOS (Stimulus)	101681.000.5103	\$148,000	\$186,000	\$38,000
Oxford Sewer Operational Improvements	OPEX (Stimulus)	TBC	\$79,000	\$79,000	\$0
Oxford Sewer I&I investigations	OPEX (Stimulus)	TBC	\$300,000	\$300,000	\$0
Three Waters Reform Investigations	OPEX (Stimulus)	TBC	\$110,000	\$110,000	\$0
Drainage and Waterways Manager	OPEX (Stimulus)	TBC	\$200,000	\$200,000	\$0
Headworks Asset Data Management Improvements	OPEX (Stimulus)	TBC	\$240,000	\$240,000	\$0
Stimulus Programme Management	OPEX (Stimulus)	TBC	\$141,000	\$141,000	\$0
Total	-		\$10,350,000	\$10,129,100	\$0
Stimulus Programme Contingency		-	\$0	\$220,900	\$220,900
Total	-		\$10,350,000	\$10,350,000	\$0

(d) **Approves** the following budget amendments to specified years budget (to reflect the information identified in resolution c):

Budget Name	Budget Type	PJ / GL	Budget in Financial Year	Current Budget	Proposed Budget	Difference
Fernside Sewer Upgrade	LOS (Stimulus)	101671.000.5113	2020/21	\$540,000	\$219,600	-\$320,400*
Fernside Sewer Upgrade	LOS (Stimulus)	101671.000.5113	2021/22	\$650,000	\$450,900	-\$199,100*
Poyntz Road Water Source Upgrade	LOS (Stimulus)	101670.000.5103	2021/22	\$137,690	\$359,290	\$221,600
Loburn Lea Sewer Upgrade **	LOS (Stimulus)	101672.000.5113	2021/22	\$984,500	\$1,219,500	\$235,000
Central Tuahiwi Sewer Upgrade *	LOS (Stimulus)	101677.000.5113	2021/22	\$1,042,000	\$784,500	-\$257,500

West Eyreton and Summerhill Storage Upgrade	LOS (Stimulus)	101679.000.5103	2020/21	\$5,000	\$66,500	\$61,500
Ohoka Water Storage Upgrade	LOS (Stimulus)	101681.000.5103	2020/21	\$5,000	\$43,000	\$38,000

* Noting that the total reduction in the Fernside budgets totals \$519,500.

- (e) **Approves** staff to formally nominate the partial funding of the Cust Headworks Upgrade project from the Stimulus Grant, to utilise the programme contingency that has been identified.
- (f) **Approves** the creation of a Cust Headworks Upgrade level of service capital works budget under the Stimulus Cost Centre, within the current financial year, to the value of \$220,900.
- (g) **Notes** that a staff submission will be made to the 2021-31 Long Term Plan to reduce the Cust Headworks Renewal budget in 2021/22 by \$100,000, and the Cust Headworks UV Upgrade in 2021/22 by \$100,000, given the allocation of Stimulus funding to this project.
- (h) **Notes** that the Stimulus Grant Delivery Plan will be updated to include the Cust Headworks Upgrade Project to be completed and submitted to DIA for Approval.
- (i) **Notes** that Council staff will closely monitor the allocated construction contingencies and will report back on project progress and remaining construction contingency once the Tuahiwi and Fernside private property pump station works have been tendered and prices received.

CARRIED

Councillors Williams and Ward commented on the favourable budget figures and that work to date on the projects was progressing within the required timeframes.

7. **REPORTS**

7.1. **Reallocating budget for Rangiora Eastern Link Designation – J McBride (Roading and Transport Manager) and D Young (Senior Engineering Advisor)**

The report sought the approval to transfer funds to cover unbudgeted expenditure on the costs of preparing and submitting designations for the proposed Rangiora Eastern Link. It was noted staff had previously provided a briefing on designations for future roads and it was agreed at that time that this work needed to be progressed as quickly as possible. In addition to the recommendations in the report, two additional recommendations were tabled for consideration of the Council.

Councillor Mealings enquired if there was any indication on the funding from Waka Kotahi share being forthcoming and it was advised that this will not be known until April or May. J Palmer added that there is likely to be a significant shortfall in Waka Kotahi (NZTA) funding for roading projects nationally. It was not known at this time, if this project would go through should there not be any Waka Kotahi funding forthcoming.

Councillor Barnett queried the further development in eastern Rangiora and if development contributions would be needed to proceed with the eastern link, which could be 20 years into the future. J Palmer responded that the eastern link is included in the Infrastructure Strategy beyond the ten year timeframe of the current plan. With the future development areas in eastern Rangiora, there will be some development contributions resulting and the bypass will be a benefit for

the whole district. This work is to secure the long term option with the main objective is to take the traffic pressure out of Southbrook making the traffic flow better overall.

D Young noted that investigations have already been undertaken on this project and the recommendation today is to have future designations to go into the District Plan. The first step for the Council would be to buy the land and secondly in the future, to build the road.

Councillor Doody enquired if the volume of traffic on Southbrook Road has any weight on the criteria for government funding for the project and how does this compare with the traffic numbers on the State Highway. J McBride advised that Southbrook Road carries 25/26,000 vehicles per day. The State Highway by comparison carries 16/17,000 vehicles per day. J McBride advised that there is not a desire from the current Government to build new infrastructure, rather there is support for maximising capacity through a current corridor and different modes of transport (public transport, walking and cycling facilities).

Moved Councillor Ward

Seconded Councillor Williams

THAT the Council,

- (a) **Receives** report No. 210216025315.
- (b) **Approves** the application of \$147,000 of the Southbrook Road Improvement budget to the Rangiora Eastern Link Designation work.
- (c) **Notes** that the total budget of \$300,000 is made up of \$147,000 of Council share and \$153,000 of Waka Kotahi share funding. As the designations work does not attract subsidy, the Waka Kotahi subsidy will reduce to reflect the expenditure reduction.
- (d) **Notes** that staff will progress the Southbrook Road/ Torlesse Street/ Coronation Street Intersection upgrade design as quickly as possible, assuming NZTA co-funding will be approved for construction in the next financial year. If additional budget is required for this a further report will be brought to Council.
- (e) **Notes** that staff will bring a future report to Council proposing a working group/reference group to engage on and provide input into strategic Rooding issues for the Southbrook area.

CARRIED

Councillor Ward supported this motion and making provision for this eastern link road, stating designation for this is important. Councillor Ward would like to see these projects being bought forward and to find a resolution for the congestion on Southbrook Road also commenting on the high traffic volumes that use the Rangiora-Woodend Road.

Councillor Williams supported this matter being progressed in the near future.

Councillor Barnett noted that this recommendation is just protecting the route for future roading designation and that it may be 20 years before the road is constructed. Councillor Barnett commented that Waka Kotahi and Government policies, in her opinion, are failing provincial councils and towns of New Zealand. This Council has been under-funded for growth for many years. Rangiora is no longer a small town, and it is being funded unrealistically for public transport and cycling initiatives. Without significant development contributions and Waka Kotahi share funding it would currently not be possible to build the eastern link.

Councillor Mealings, in supporting this motion, said the Council needs to future proof this area for future roading, and it is hoped that this will greatly alleviate the traffic pressure on Southbrook Road.

Councillor Brine also supported the Council securing this designation now, enabling it to be prepared for the future.

In reply, Councillor Ward believes this is not a long term project, and that it is important to find a resolution, sooner rather than later, for the traffic congestion on Southbrook Road.

7.2. Submission on the Water Services Bill – G Meadows (Policy Manager) and K Simpson (3 Waters Manager)

G Meadows, C Roxburgh and K Simpson were present for consideration of this report, sought approval on a submission to the Health Select Committee on the Water Services Bill. The matter had previously been discussed at a recent Council briefing. K Simpson noted that one of the key points of the Council submission is seeking clarification on the water residual disinfection and the transitional period when the new Regulator comes in later this year and what will be the exempt provisions. K Simpson clarified that the Council submission states that previous consultation with our community states overwhelmingly that they do not wish to add chlorine in the water.

Councillor Stewart asked what would the cost be to community members on small private water supplies to be compliant with the Drinking Water Standards. Staff have had discussions with Christchurch City Council staff on how they are handling similar situations. K Simpson responded that within a year of the Bill being passed, each water supply must have registered with the regulator and assuming there are less than 20 connections to the water supply, there will be five years to have a Drinking Water Safety Plan in place. It is understood that the Regulator will have templates for people to fill out. Current advice given to private water supply owners is that water should be tested at least annually, and also after any flood event or earthwork. It was noted that there are some private water supplies that do not comply with the Drinking Water Standards and there will be costs involved for these. C Roxburgh noted that the government will be announcing new drinking water standards at the same time as the new Government Bill is enacted. Before giving good advice to people, it was pointed out that staff will need to be familiar with these new standards and the Government Bill. C Roxburgh believed that very few private water supplies would meet the current requirements of drinking water standards, but this may change once the new regulations come into force.

Councillor Doody asked how many private water supplies have pipes that go past a Council supply. K Simpson said this information is not at hand at the moment, but this will form part of the scoping exercise.

Councillor Redmond queried the previous comment that no Water Safety Plans have being approved. K Simpson advised that the Council currently has five water safety plans that have expired and work is being undertaken by staff to get these partially approved. K Simpson said there will still need to be water safety plans to be submitted to Taumata Arowai, who will comment and make suggestions for improvements required, but the onus and responsibility for the safety of water supplies rests with the water supplier. Staff are still intending to continue to make sure that this Council's Water Safety Plans are to a high standard and robust, whether they get approved in the early part of the year under the current framework, or submitted later this year to Taumata Arowai for review. J Palmer noted that there are only three water safety plans that have been approved across the country, noting that one of these is in Akaroa. This points out that by having an approved Water Safety Plan does not mean that there will be at-risk events occurring from time to time.

Following a query from Councillor Williams, C Roxburgh said it is still the plan to get the Council's water safety plans reviewed and approved under the current regime.

Councillor Atkinson asked for information to be provided to the Council on the number of private water supplies in the district.

Councillor Mealings asked whose responsibility is it to advise these small domestic water supplies of the future requirements they must meet. C Roxburgh responded that the Bill states the Territorial Authorities should be assessing small water supplies and the Councils submission states that this should be the responsibility of Taumata Arowai.

Moved Councillor Williams

Seconded Councillor Redmond

THAT the Council:

- (a) **Receives** report no. 210212023836.
- (b) **Approves** the draft submission to the Health Select Committee on the Water Services Bill (TRIM 20122177600).

CARRIED

Councillor Redmond noted that the submission makes it clear that this Council does not support chlorination of major water supplies.

Councillor Stewart held concerns with the small private water supplies and the future of these. She suggested that the Council needs to forewarn the rural residents about what is potentially approaching when the new Regulator is in place later this year.

Councillor Blackie noted, from previously undertaking this, that it would be a cost of approximately \$1,000 to have a UV system installed for either business or household private water supplies.

In reply, Councillor Williams agreed with the above comments of colleagues. He also noted concern with new rural subdivisions and that there should be advice provided to people about the water supply requirements for any new blocks of land as a result of the subdivision. C Roxburgh advised that following discussion with Planning staff, an Advice Note has been written, which is to be included on any consent application advising on the requirements should a subdivision result in more than one property being supplied by a single water supply (ie. one well).

7.3. Waimakariri Water Zone Committee Terms of Reference and Letter of Shared Priorities – S Allen (Water Environment Advisor) and S Nichols (Governance Manager)

S Allen and S Nichols presented this report which followed from a report presented for information in September 2020, and sought approval for new Terms of Reference for the Waimakariri Water Zone Committee and the proposal for a Letter of Shared Priorities. This was approved by Environment Canterbury in December 2020, following a review of Water Zone Committees in Canterbury.

It was pointed out the Waimakariri Water Zone Committee and Council staff had requested the two items in recommendation (e) be agreed in the Letter of Shared Priorities and the Terms of Reference. Councillor Atkinson questioned recommendation (e) and including item outside the Terms of Reference. S Allen noted that Ecan had been requested to include this, but had chosen to have the same Terms of Reference template for all the Zone Committees across Canterbury. Staff advised this work is happening outside the Terms of Reference and this has been acknowledged by Ecan.

Councillor Blackie queried how priorities would be agreed if the Runanga had several different suggestions to be included into the Shared List of Priorities other than what was included from Ecan and WDC. S Allen said it is not anticipated that there would be any conflicting priorities from the Runanga.

Moved Councillor Blackie

Seconded Councillor Brine

THAT the Council:

- (a) **Receives** report No. 210216025487.
- (b) **Approves** the Waimakariri Water Zone Committee Terms of Reference, as approved by Environment Canterbury on the 10 December 2020.
- (c) **Approves** the Letter of Shared Priorities from Environment Canterbury and Waimakariri District Council to the Waimakariri Water Zone Committee, with selection of the Waimakariri District Council priorities for the Letter of Shared Priorities from the Canterbury Water Management Strategy 2025 target areas:
 - i. Ecosystem Health and Biodiversity;
 - ii. Recreational and Amenity, and
 - iii. Drinking Water.
- (d) **Notes** that in the Letter of Shared Priorities the start date for the Water Zone Committee Action Plan duration has been postponed by Environment Canterbury to 1 July 2021, for better alignment with Long Term Plan cycles.
- (e) **Notes** that the following actions will be undertaken by Environment Canterbury, as requested by the Waimakariri Water Zone Committee and/or Waimakariri District Council, however are outside of the Terms of Reference:
 - i. An offer to the Executive of Te Rūnanga Ngāi Tūāhiriri the opportunity to insert priorities into the 'Letter of Shared Priorities' as a tri-partisan agreement, if desired.
 - ii. Provision of training of Water Zone Committee members in good decision-making, Standing Orders and Code of Conduct.
- (f) **Circulates** this report to the Waimakariri Water Zone Committee, and all Community Boards.

CARRIED

Abstained: Councillor Stewart

Councillor Stewart expressed concern with this motion, highlighting the wording in the Terms of Reference which lays out an Action Plan. Councillor Stewart suggested that this is mis-named as the Committee has no budget and is unclear about how this Terms of Reference would be put into effect and would lead to any action programme. Councillor Stewart advised she would abstain from voting on this motion, for this reason.

Councillor Blackie acknowledged the comments and concerns of Councillor Stewart, who has kept the Council well informed as the Council representative on the Zone Committee. Councillor Blackie supported this motion as it deals with both the Terms of Reference and the creation of an Action Plan.

Mayor Gordon joined the meeting at this time, 2.25pm and resumed Chair of the meeting following an adjournment at 2.40pm.

7.4. Proposed Change to Treasury Policy – Borrowing Limits – (B Wu Management Accountant)

J Palmer spoke to this report, noting an alteration to one of the ratios which has been reflected in the Long Term Plan but the Council needed to update the Treasury Policy.

There were no questions.

Moved Councillor Williams

Seconded Councillor Redmond

THAT the Council,

- (a) **Receives** report No. 210223030840
- (b) **Approves** the following changes in Treasury Policy:
 - Gross interest paid on term debt will not exceed 15% of gross operating revenue
 - the Liquidity Ratio formula excludes the current portion of borrowings
- (c) **Notes** that the changes have been reflected in the draft Long Term Plan and will be incorporated into the Treasury Policy.

CARRIED

7.5. Technical Amendment to draft 2021/22 Development Contributions Policy – M O’Connell (Senior Policy Analyst)

J Palmer spoke to this report which requested approval for a minor alteration to the Development Contributions Policy 2021/22 as part of the 2021-31 Long Term Plan (LTP). The proposed change is a word addition to an Ocean Outfall (Sewer) calculation component in the Policy.

There were no questions.

Moved Councillor Blackie

Seconded Councillor Redmond

THAT the Council,

- (a) **Receives** report no. 210223030612.
- (b) **Approves** the alteration to the draft Development Contributions Policy 2021/22.
- (c) **Notes** that the draft Development Contributions Policy (DC Policy) was presented to Council in December 2020.

CARRIED

7.6. LGNZ Annual Conference Attendance – S Nichols (Governance Manager)

S Nichols took the report as read.

Members discussed who would be interested in attending the National Conference and also the number of Councillors who can attend. Although the Policy states that one Councillor is permitted to attend this yearly conference, accompanying the Mayor and Chief Executive, members agreed that in this case, there be two members approved to attend this year’s conference in Blenheim as, on this occasion there was the potential of no accommodation costs for two attending members which would contribute to an off-set of the conference registration fees.

Moved Councillor Barnett

Seconded Councillor Atkinson

THAT the Council:

- (a) **Receives** report No. 210216026277.
- (b) **Approves** Councillors Williams and Redmond attending the Local Government New Zealand Conference on 15, 16 and 17 July 2021 in Blenheim, accompanying the Mayor and Chief Executive.

CARRIED

7.7. Rangiora Service Centre Refurbishment Request for additional budget - R Kerr (Delivery Manager)

R Hawthorne spoke to this report. The report sought additional funding to restore a contingency allowance for the balance of the project and to undertake some works to improve the functionality of the east management wing and to improve the use of space and functionality of the public toilets.

Moved Councillor Atkinson

Seconded Councillor Ward

THAT the Council:

- (a) **Receives** report No. 210210021124.
- (b) **Notes** that the current budget for the Rangiora Service Centre Refurbishment is \$2.500 million, with an additional \$100,000 for IT network upgrades.
- (c) **Agrees** to increase the budget for the Rangiora Service Centre Refurbishment by \$300,000 to replenish the contingency, refurbish the public toilets and improve the functionality of the east wing.

CARRIED

Mayor Gordon noted his support for this motion and the plans to now include a meeting space for elected members. Thanks were extended to staff and members of the Steering Group for the work undertaken to date on this project.

8. MATTERS REFERRED FROM COMMITTEES AND COMMUNITY BOARDS

8.1. Draft Community and Recreation Activity Management Plan – G MacLeod (Community Greenspace manager) and R O’Loughlin (Greenspace Asset and Capital Programme Advisor)

(refer to report no. 210211022420 to the Community and Recreation Committee meeting of 23 February 2021.)

G MacLeod and R O’Loughlin presented this report and the draft Activity Management Plans for Community and Recreation, covering the activities and assets of Greenspace and Aquatic facilities. These plans were reviewed during 2020 and formed the basis for the Greenspace and Aquatics LTP budget.

R O’Loughlin advised of the improvement plan in the document and two major items that have been approved since the last Activity Management Plan is the development of Strategies for Aquatic community facilities and sports facilities for demand monitoring and planning of these assets and also the asset capture project for Aquatic facilities to improve the renewal programme.

Councillor Atkinson noted the document still requires signature of Council management and it was agreed this would be undertaken.

Councillor Barnett noted that community views had not been sought while developing the Draft Community and Recreation Activity Management Plan on the content and queried the reason for this. G McLeod noted that there has not been changes to any Levels of Service and it was not considered necessary to re-canvass the public on this as the levels were retained. If there are changes to Council facilities going forward, G MacLeod confirmed that this matter would be reviewed with the community.

Moved Councillor Brine

Seconded Councillor Ward

THAT the Council:

- (a) **Receives** report No. 210211022420
- (b) **Notes** that the draft version of the Community and Recreation Activity Management Plan 2021 has been sent to an external consultant for peer review.

- (c) **Adopts** the Draft Community and Recreation Activity Management Plan for the purposes of LTP consultation (TRIM 210204018373)
- (d) **Approves** the Community Greenspace Manager to make minor amendments if required as result of the peer review
- (e) **Notes** that the final Activity Management Plan will be adopted by Council in conjunction with the adoption of the final LTP in June 2021.

CARRIED

8.2. Kerbside Recycling Bin Audits: Update and Extension of Audit Variation - K Waghorn (Solid Waste Asset Manager) and M Ball (Solid Waste Officer)
(refer to report no. 210128013175 to the Solid and Hazardous Waste Working Party meeting of 23 February 2021.

K Waghorn presented this report referred from the Solid and Hazardous Waste Working Party, seeking funding for extended auditing of kerbside recycling bins until the end of June 2021.

Councillor Redmond questioned that by continuing with the audits of contamination of recycling bins, this will save the Council money. K Waghorn confirmed this, noting that it would cost an additional \$100,000 this year, but if matters go as forecast there will be a saving of \$200,000 the following year and less audits would be required.

The contractor used for this work is the kerbside collection contractor. It was advised that L Ottey from Eco-educaid has been providing education to residents of multi-unit properties in the district. For any ongoing audit work, K Waghorn confirmed that using the kerbside collection contractor, would not preclude using other auditors as well.

Councillor Redmond asked who has been undertaking the existing auditing to date. K Waghorn advised that there has been a number of approaches including staff who had been involved with audits in some areas, under the supervision of Waste Management.

Moved Councillor Brine Seconded Councillor Blackie

THAT the Council:

- (a) **Receives** report No. 210128013175.
- (b) **Notes** that a total of \$54,232.34 for 12 weeks of auditing by the collection contractor were charged under Variation 6 up to 31 January 2021.
- (c) **Notes** that there has been a substantial improvement in recycling quality within the audited areas, but no observable improvement in recycling quality in as-yet unaudited collection areas.
- (d) **Approves** extending Contract Variation 6 for the collection contractor to undertake kerbside recycling bin audits until 27 August at an estimated additional cost of \$120,000, which will be funded out of the Kerbside Collection and Waste Minimisation Accounts.
- (e) **Approves** funding a proportion of the 2020/21 kerbside recycling bin audit costs out of the following budgets:
 - iii. \$15,150 from 10.400.240.2502 "Monitoring Waste Stream" in the Kerbside Collection Account;
 - iv. \$33,100 from 10.400.241.2502 Kerbside Collections and Promotions in the Kerbside Collection Account;
 - v. \$8,000 from 10.402.265.2465 Waste Audits and Monitoring in the Waste Minimisation Account; and

- vi. \$8,000 in 10.402.261.2502 Waste Management Implementation in the Waste Minimisation Account.
- (f) **Approves** an additional \$22,588 of funding for operational expenditure in the Contract Payments Recycling ledger code 10.400.245.2502, increasing the 20/21 budget from \$510,962 to \$536,050.
- (g) **Notes** that there is sufficient balance available in the Kerbside Collection Account to fund the additional expenditure without impacting on the proposed rates in the 21/22 year.
- (h) **Notes** that additional costs will continue to be incurred by the Council for the provision of supporting educational materials, advertising and staff time in coordinating the audits, contacting residents with repeated contamination, and managing the bin removal and return process all of which can be accommodated within existing budgets.
- (i) **Notes** that if sufficient improvement to recycling quality is made prior to 27 August 2021 the audits can be scaled back to monitor only those areas where there is a known issue with compliance, which would be a cost-saving to the Council.
- (j) **Circulates** report No. 210128013175 to the Community Boards for their information.

CARRIED

Against: Councillor Williams

Councillor Brine believed this is a priority and hence the rearranging of the budgets.

Councillor Blackie supported this motion, which is cost effective in the long run and this needs to be done.

Councillor Williams was not in support of this motion, noting the technology and cameras installed on the collection trucks and questioned if this was functioning as it was intended. Councillor Williams believed that the Council needs to be firmer in how it deals with the residents who are putting contaminated items into their recycling bins, noting there has only been four bins removed from collections.

Councillor Barnett noted there has been a lot of learning to date, through this audit process. It was pointed out that the technology that has been installed in the trucks was not to monitor exactly what was in each recycling bin and this still needs human intervention. It was advised that there had been ten further bins that the property owners were told would be taken away, however these bins have not been put out again, so this makes a total of 14 bins rejected. There has been a huge improvement in the audited areas. Councillors noted concern with the items that have been found in the bins during the audits. Councillor Barnett also believed the Council needed to get tougher in response to contaminated recycling in bins.

The Mayor and Councillors supported the work of the staff to date with the audits that have been undertaken and that there also needs to be continued education.

Councillor Atkinson supported these audits being undertaken, but pointed out the downside is that it increases the rubbish stream and the additional cost to this, on top of the funding required for this extended audit period.

In reply, Councillor Brine noted there could also be some education provided to the community on what items can go into the greenwaste bins.

9. **HEALTH & SAFETY**

9.1. **Health and Safety Report March 2021– J Palmer, (Chief Executive)**

J Palmer presented this report noting the Rangiora Service Centre upgrade is progressing as planned. The report was taken as read.

Moved Councillor Ward Seconded Councillor Atkinson

THAT the Council:

- (a) **Receives** report No 210218027907.
- (b) **Notes** that there are no significant Health and Safety issues at this time, and that WDC is, so far as is reasonably practicable, compliant with the Person Conducting a Business or Undertaking (PCBU) duties of the Health and Safety at Work Act 2015.
- (c) **Notes** that health and safety compliance of phase 2 of the Rangiora Service Centre upgrade is progressing well.

CARRIED

10. **COMMITTEE MINUTES FOR INFORMATION**

10.1. Minutes of a meeting of the Canterbury Mayoral Forum held on 27 November 2020.

10.2. Minutes of a meeting of the Waimakariri Water Zone Committee held on 1 February 2021.

10.3. Minutes of a meeting of the Audit and Risk Committee meeting of 16 February 2021.

Moved Councillor Doody Seconded Councillor Redmond

THAT Items 10.1 – 10.3 be received for information.

CARRIED

11. **COMMUNITY BOARD MINUTES FOR INFORMATION**

11.1. Minutes of a meeting of the Oxford-Ohoka Community Board meeting of 3 February 2021.

11.2. Minutes of a meeting of the Rangiora-Ashley Community Board meeting of 10 February 2021.

11.3. Minutes of a meeting of the Woodend-Sefton Community Board meeting of 9 February 2021.

Moved Councillor Atkinson Seconded Councillor Doody

THAT Items 11.1 – 11.3 be received for information.

CARRIED

12. **REPORTS FOR INFORMATION**

There were no reports for information.

13. **CORRESPONDENCE**

There was no correspondence.

14. **MAYOR'S DIARY**

14.1. **Mayor's Diary 27 January – 23 February 2021**

Moved Councillor Ward Seconded Councillor Mealings

THAT the Council:

(a) **Receives** report no. 210224031164.

CARRIED

15. **COUNCIL PORTFOLIO UPDATES**

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

Mayor Gordon advised he has had discussion with the recently appointed General Manager of the Tuahiwi Marae, Jay Wilkinson, which has included positive interaction regarding the Five Cross Roads at Tuahiwi. J Wilkinson has also been appointed as the third Rūnanga representative on the Mahi Tahi Joint Development Committee. The date for the annual Hui between WDC and the Rūnanga has been scheduled for Thursday 8 April, to be held at the Tuahiwi Marae.

15.2. **Canterbury Water Management Strategy – Councillor Sandra Stewart**

Councillor Stewart advised that the PC7 hearings are completed and the hearing panel is now making recommendations which should be available by mid-year. Councillor Stewart held concerns that the Water Zone Committee Letter of Shared Priorities does not have enough focus, which makes it difficult for the future work of the Committee. There is a refresh of community committee members coming up in the near future.

Councillor Stewart attending River and Town Rating meetings that Ecan are responsible for, which are Sefton Town, Sefton-Ashley and Ashley-Rakahuri. Councillor Stewart questioned why ECan are managing the Sefton Town rating, there are ten houses rated for this drainage but the benefit is wider and asked why there is not a district wide drainage rate. There may be a change focus with the 3 Waters Reform.

Noted that as part of the ECan stimulus funding package \$1m has been assigned to the Ashley Gorge River which will work on an issue that has concerned one particular land owner for over 20 years regarding the river eroding farmland. Councillor Stewart questioned why some river issues are the responsibility of ECan and some are the responsibility of this Council and believed there needed to be a review of this matter and some coherency of who is responsible for waterways.

It was noted that these questions could be raised at the upcoming joint meeting with ECan.

15.3. **International Relationships – Deputy Mayor Neville Atkinson**

Councillor Atkinson advised that the first meeting of the Waimakariri Passchendaele Advisory Group is scheduled for 29 March.

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

Councillor Blackie advised that the Mahi Tahi Committee had approved staff to investigate the design and management plan of the Mahinga Kai area in south Kaiapoi.

The pontoon situation had improved, and there had been a meeting with the Police regarding public behaviours around the river area.

Further meetings are to be arranged regarding the Kaiapoi Community Hub with small groups of community members invited to each meeting and to have a plan available for viewing and discussion.

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

Councillor Mealings advised that the Climate Change Commission draft proposal had been released for consultation released. There are 24 questions to respond to, and the consultation closes on 24 March. WDC staff have written a draft Council submission, which will be circulated to Councillors with an opportunity for any feedback, and also included on the agenda for the upcoming Council briefing. WDC staff are also writing the submission on behalf of the Canterbury Mayoral Forum.

Councillor Mealings attended the following events:

- 9 February met with ECan staff to observing the river works with the building of the flood protection works near McIntosh's Bend, which is part of the \$24.4m flood protection works. The work to date is on the stop bank, however work on the riverbank has not been started yet.
- 10 February attended the Canterbury Mayoral Forum Climate Change workshop. There was a presentation by Dr Rod Carr. Round table discussion followed on what each Council is doing in the climate change space and Councillor Mealings was positive about what this Council is undertaking so far. Councillor Mealings suggested that Dr Rod Carr may be available to make his presentation to Councillors and Community Boards or this event could be opened up to the community as well and this will be followed up on.
- 15 February a meeting of the Sustainability Steering Group was scheduled to be held, however unfortunately a quorum was not present. This meeting has been rescheduled to be held in early April.
- 19 February attended the Christchurch City Council Coastal Hazards Working Group meeting, which Councillor Mealings attended as an observer.
- Met with the staff sustainability champions who are making good progress.

Canterbury Regional Climate Change Risk Assessment is being undertaken now by Tonkin Taylor. WDC will be well represented by staff at the meetings in Ecan on the 10 – 12 March.

It was noted that a Toyota Yaris hybrid vehicle had been added to the Council fleet.

The Sustainability Group has some sustainability education events coming up, including a demonstration of an e-bike on 18 March.

Eco-educaid have an event planned for Sunday 18 April.

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

Councillor Ward advised that a joint meeting of the promotions groups was recently held and it was noted that all the towns have reported being busy. The Eats and Beats event is planned for March 13 in Victoria Park, Rangiora.

A public Open Day is planned by the Canterbury Recreational Aero Club at Rangiora Airfield on March 27. This event will be promoted on the ENC Facebook page and on the Districts Events calendar.

ENC current projects highlighted were the visitor marketing strategy, a new website which should be live in about three months and work is progressing on an A3 size cycle trails map, including café destinations.

Councillor Ward recently attended a workshop on scooters in the towns and a further workshop had been held regarding the Kaiapoi South Mixed Used Business Area.

16. **QUESTIONS**

(under Standing Orders)

There were no questions

17. **URGENT GENERAL BUSINESS**

(under Standing Orders)

There were no questions

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

Section 48, Local Government Official Information and Meetings Act 1987

Moved Councillor Atkinson

Seconded Councillor Blackie

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

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

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
20.1	Minutes of Council public excluded portion of Council meeting of 2 February 2021	Confirmation of minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)
20.2	Minutes of the Public Excluded portion of the Audit and Risk committee meeting of 16 February 2021	Minutes for information	Good reason to withhold exists under Section 7	Section 48(1)(a)
20.3	Report of K LaValley (Project Delivery Manager)	Silverstream Report New Arterial Road Development Contribution Wash Up payment	Good reason to withhold exists under Section 7	Section 48(1)(a)
20.4	Report of R Kerr (Delivery Manager) and K Simpson (3 Waters Manager)	Kaiapoi Stormwater and Flooding Improvements Acquisition of Land: funding and delegated authority	Good reason to withhold exists under Section 7	Section 48(1)(a)
20.5	Report of V Thompson (Business and Centres Advisor)	Update on Electric Vehicle Charging Station Implementation	Good reason to withhold exists under Section 7	Section 48(1)(a)
20.6	Report of V Thompson (Business and Centres Advisor)	Compulsory Acquisition of Part Lots 21 and 21 DP 139, Kaiapoi	Good reason to withhold exists under Section 7	Section 48(1)(a)

20.7	Public Excluded report of M Andrews (Utilities Projects Team Leader) and R Kerr (Delivery Mgr)	MTO Report Circulated to Council for information – Stimulus Projects Update and Expenditure Projections	Good reason to withhold exists under Section 7	Section 48(1)(a)
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This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Item N°	Reason for protection of interests	Ref NZS 9202:2003 Appendix A
20.1 – 20.7	Protection of privacy of natural persons. To carry out commercial activities without prejudice	A2(a) A2(b)ii

CARRIED

CLOSED MEETING

The public excluded portion of the meeting occurred from 3.50pm to 4.30pm.

Resolution to resume in Open Meeting

Moved Mayor Gordon Seconded Councillor Atkinson

THAT open meeting resumes and:

- (a) Items 20.1 and 20.2 – Minutes and resolutions to remain public excluded.
- (b) Item 20.3 – Resolutions (a) – (e) be made public and the report and attachments and Resolution (f) are to remain public excluded.
- (c) Item 20.4 – Resolutions to remain public excluded until settlement and as resolved and the report to remain public excluded.
- (d) Items 20.5, 20.6 and 20.7 – all Resolutions to be made public and the reports to remain public excluded

CARRIED

OPEN MEETING

20.3 Silverstream New Arterial Road Development Contribution Wash Up Payment – K LaValley (Project Delivery Manager)

Moved Councillor Atkinson Seconded Councillor Blackie

THAT the Council:

- (a) **Receives** report No. 210217027289.
- (b) **Notes** that payment in the amount of \$1,193,941.00 (excluding GST) has been agreed to and paid by H Investments for New Arterial Road development contributions which completes the wash-up payment as per the Private Developer Agreement.
- (c) **Notes** that \$834,835.70 (excluding GST) in bonds held by Council for New Arterial Road development contributions were paid into the development contribution account in September and October 2020.

- (d) **Notes** that development not yet completed is subject to the full New Arterial Road development contribution and is not subject to a wash-up payment.
- (e) **Notes** that a further wash-up payment of \$180,150.00 (excluding GST) is owed by Silverstream 3 Limited and that staff are progressing discussions on this payment.

CARRIED

20.5 Update on Electric Vehicle Charging Station implementation for Oxford – V Thompson (Business and Centres Advisor)

Moved Councillor Doody

Seconded Councillor Mealings

THAT the Council:

- (a) **Receives** report No. 210222029760
- (b) **Approves** an additional project spend of \$6,000 to be brought forward from the 2021-22 Town Area Developments budget to support the installation of an EV charger in Oxford;
- (c) **Notes** Mainpower's commitment to contribute \$6,000 of their community fund to support the EV charger installation in Oxford;
- (d) **Notes** the combined contributions from Waimakariri District Council and Mainpower cover off Meridian's \$12,000 funding shortfall enabling them to go ahead with their Oxford installation as planned in 2021;
- (e) **Notes** some minor additional spend on legal/car park preparation costs which may be incurred to get the remaining three sites (Kaiapoi, Woodend and Oxford) operational.

CARRIED

20.6 Compulsory Acquisition of Part Lots 20 and 21 DP 139, Kaiapoi – V Thompson (Business and Centres Advisor)

Moved Councillor Atkinson

Seconded Councillor Blackie

THAT the Council:

- (a) **Receives** report No. 210222029593;
- (b) **Notes** that the unresolved land ownership for Council needs to be resolved to ensure future works on the car park, and linkages to/future development of the South Mixed Use Business Area are not impeded;
- (c) **Approves** staff undertaking a compulsory acquisition process or any other method available, to acquire the land parcels under Waimakariri District Council ownership;
- (d) **Approves** up to \$20,000 to cover the legal costs to complete a compulsory acquisition process, nothing that this amount will be sourced from a 'town centre linkages' component within the Kaiapoi Town Centre project budget which sits within district regeneration.

CARRIED

REPORT FOR INFORMATION

- 20.7 **Stimulus Projects Update and Expenditure Projections; Contract 20/55 Loburn Lea Gravity Sewer and Contract 20/56 Rakahuri Sewer Pumping Station Tender Evaluation and Contract Award Report – M Andrews (Utilities Projects Team Leader) and R Kerr (Stimulus and Shovel Ready Delivery Manager)**

Moved Councillor Williams

Seconded Councillor Mealings

(a) **THAT** the Information be Item 20.7 be received for information.

CARRIED

19. **NEXT MEETING**

The next ordinary meeting of the Council is on Tuesday 6 April 2021, commencing at 1pm in the Function Room, Rangiora Town Hall.

There being no further business, the meeting closed at 4.55pm.

CONFIRMED



Mayor Dan Gordon
Chairperson

6 April 2021