

WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF A MEETING OF THE UTILITIES AND ROADING COMMITTEE HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON TUESDAY 15 APRIL 2025 AT 9 AM.

PRESENT

Councillors J Ward (Chairperson), R Brine, N Mealings, P Redmond, P Williams and Mayor D Gordon (arrived at 9.24am).

IN ATTENDANCE

Councillors B Cairns and T Fulton.

G Cleary (General Manager Utilities and Roding), J McBride (Roding and Transport Manager) and K Rabe (Governance Advisor).

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

There were no conflicts declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the Utilities and Roding Committee held on Tuesday, 18 March 2025.

Moved: Councillor Redmond

Seconded: Councillor Williams

THAT the Utilities and Roding Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the Utilities and Roding Committee held on 18 March 2025 as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

There were no matters arising.

3.3 Notes of a Workshop of the Utilities and Roding Committee held on Tuesday, 18 March 2025

Moved: Councillor Mealings

Seconded: Councillor Redmond

THAT the Utilities and Roding Committee:

- (b) **Receives** the circulated Notes of the Workshop of the Utilities and Roding Committee held on 18 March 2025.

CARRIED

4 DEPUTATION/PRESENTATIONS

Nil.

5 PORTFOLIO UPDATES

5.1 Roading – Councillor Philip Redmond

Focus areas for staff:

- Resealing had continued through April 2025 with further sealing on Oxford Road, Loburn Whiterock Road, Fletchers Road, Barkers Road, Foothills Road, Hill Street, Ayre Street and Plaskett Road all being completed. Delays had been experienced, which could result in the resealing on Cones and Carrs Roads possibly being delayed and undertaken as part of next year's programme.
- Asphalt surfacing had been completed on Ohoka Road (between the Island Road intersection and Butchers Road).
- Pavement rehabilitation works had been completed on Mill Road, Ohoka.
- Mowing and routine road marking had been continuing.
- Maintenance works were planned for Showgate Drive in Oxford during the school holidays.
- Pre-winter pavement repairs would be a key focus over the next month, before winter, along with gearing up for ice gritting season.

Capital:

- Riverside Road Seal Extension was now complete.
- The Kerb and Renewal work was completed on Alfred Street, and work had started on Stephens Street, with Edward Street to follow. This contract was due to be completed by early May 2025.
- Pidgeon Contracting had poured the first section of kerb and channel on Kippenberger Avenue near Lamb and Heyward.
- The Rangiora Town Hall carpark construction had begun. EDR Contracting had been working on the drainage and services aspects of the contract.
- The tender for the Charles Street Kerb and Channel replacement had been awarded to EDR Contracting. Work was programmed to start late April / early May 2025 and was due to be completed by mid-June 2025.
- An overnight closure of Williams Street (Dale Street to Smith Street) was planned for Sunday, 14 April 2025, for road marking as part of the Kaiapoi North School Safety Improvement Project.

Other works:

- Work was continuing on Raven Quay, Kaiapoi, to upgrade the stormwater, water and sewer networks. The site would be reduced as much as possible ahead of the Anzac Dawn Service.
- MainPower was continuing works on Smarts Road, Rangiora, with a closure in place at Rangiora-Wooded Road through to 30 April 2025. Temporary traffic lights were in place on Rangiora-Woodend Road across the Smarts Road intersection during the day through to 16 April 2025.

Events:

- Kaiapoi Anzac Services – Raven Quay was already closed. Sewell and Davie Streets would be closed for the Anzac parade from 8am to midday.

- Rangiora Anzac Service – Ashley Street would be closed between Burt and Collins Streets, and High Street would be closed between Albert and Durham Streets. Alfred Street would be closed, and Percival Street would be closed between High Street and the RSC Carpark entry. Victoria Street would be closed between High and Queen Streets from 10:30am to 1:30pm.
- Cust and West Eyreton Anzac Services - Stop/go operations would be in place.

5.2 **Drainage, Stockwater and Three Waters (Drinking Water, Sewer and Stormwater) – Councillor Paul Williams**

Water

- Overall, the UV upgrades were progressing well:
 - The control system for the new UV units at South Belt, Rangiora, was currently being modified and was expected to be operational in May 2025.
 - The West Eyreton UV installation works were progressing well and were due to be completed by the end of May 2025.
 - The Ohoka water treatment plant upgrade was currently out for tender and was expected to be awarded in May 2025.
- The tender for the Garrymere well drilling contract had closed, and the contract was expected to be awarded by the end of April 2025.

Wastewater

- Construction of the septage disposal facility was progressing well and was expected to be commissioned in April 2025.
- The Water Services Authority – Taumata Arowai were consulting on new wastewater environmental performance standards, which could assist in obtaining wastewater discharge consents in the future. Submissions were due by 24 April 2025 and were currently being worked on by staff.

Drainage / Stockwater

- The second round of drainage advisory groups for the year had been completed.
- There was an All Groups meeting proposed to be held on 16 July 2025.

5.3 **Solid Waste– Councillor Robbie Brine**

Kerbside Collections

- On 1 April 2025, the Council approved the changes to collections for difficult access collection points in Rangiora. Murray and Percival Streets from Queen to Victoria Streets and Victoria Street from Queen Street to Northbrook Road. This change would take effect in early May 2025. Letters were to be sent to the affected residents. The collection time would now be from 6.30am, so bins could be emptied before workers' vehicles were parked along these areas for the day.

Easter and Anzac collection times.

- Website and social media adverts would be provided to customers this week to advise of the change to collections and any closures to Southbrook and Oxford sites due to the public holidays.

Audits

- Eco Educate effectively finished auditing on Friday, 11 April 2025. Pleased to see more Gold Stars being issued for 100% correct recycling. There could be some days the audit team would be out in May 2025, to check on some areas/streets that had multiple contaminations. Full data analysis would be available at the end of May 2025. Drivers were still actively checking bins for some residents who had repeat contaminations and could need the full process for bin removal.

Southbrook Resource Recovery Park

- The shop would be closed during Easter to revamp the interior of the shop. Walls and shelving would be painted, and a better internal structuring of items for sale would be implemented. The drop-off point for items would remain open. The shop would reopen on Monday, 21 April 2025.

Internal Waste Audits at WDC

- Maria Lamb, the Waste Minimisation Officer, in conjunction with the Strategy and Business Unit, had been undertaking internal audits of the staff kitchen. These were ongoing and full results would be available at the end of April.

5.4 Transport – Mayor Dan Gordon

Mayor Gordon was not present at this time to provide an update.

6 MATTER REFERRED FROM THE RANGIORA-ASHLEY COMMUNITY BOARD

6.1 River Road – Approval of Scheme Design – No. 61 to Enverton Drive – J McBride (Roothing and Transport Manager) and Glenn Kempton (Senior Project Engineer)

J McBride spoke to the report, which sought approval for the Scheme Design for the section of River Road between 61 River Road and Enverton Drive in Rangiora.

There were no questions from elected members.

Moved: Councillor Williams

Seconded: Councillor Brine

THAT the Utilities and Roothing Committee:

- Approves** the River Road Scheme Design for the section of road between no. 61 River Road and Enverton Drive (as per Trim No. 250122010187).
- Approves** the installation of no-stopping restrictions as per the following table:

Town	Street Name	Side of Road	Location	Length (m)
Rangiora	River Road	South	69 River Road to Enverton Drive	132

- Notes** that the approved design will be forwarded to the developer of No. 79 River Road to construct the portion outside their development as required by the Resource Consent.

- (d) **Notes** that this report is for approval of the design only, and a separate report will be taken to Council regarding the likely timing and costs for the areas beyond the development frontage.
- (e) **Notes** that the Developer for no.79 has been asked to provide a costing for the works beyond the development frontage.
- (f) **Notes** that the approval of the scheme design is time sensitive, as this is required to allow the developer to progress works within their development area.

CARRIED

Councillor Williams noted that the Rangiora-Ashley Community Board discussed this matter extensively at its April 2025 meeting.

6.2 **Request Approvals of the Clarkville School Road Safety Improvements Scheme Design - P Daly (Road Safety Coordinator/Journey Planner) and J McBride (Roding and Transport Manager)**

J McBride spoke to the report, which sought approval for changes to road markings and the installation of traffic islands on Heywards Road outside Clarkville School.

There were no questions from elected members.

Moved: Councillor Redmond

Seconded: Councillor Williams

THAT the Utilities and Roding Committee:

- (a) **Approves** the scheme design (Trim No. 240415058499(v02)).
- (b) **Approves** the relocation of the existing school bus stop to make space for the proposed P2 Kiss'n'Go facility outside the Clarkville School gate, which will create space for parents to pick up and drop off children.
- (c) **Approves** the installation of traffic islands to provide a safe crossing point for children at pick-up and drop-off times.
- (d) **Approves** the installation of 32 metres of No Stopping on the Eastern side of Heywards Road leading to the entry to the Community Hall carpark.
- (e) **Notes** that there are currently two bus stops outside the school; however, with agreement from Clarkville School, this will be reduced to one.
- (f) **Notes** that the marking within the Clarkville Community Hall carpark is the responsibility of the Clarkville Hall Committee.
- (g) **Notes** that all works proposed have been discussed with and agreed to by the Clarkville Community Hall Committee and the Clarkville School Principal.
- (h) **Notes** that these works are estimated to cost \$40,000 and are to be funded from the Minor Safety Improvements Programme - School Safety Improvements (PJ 102429.000.5133), which is an unsubsidised budget.
- (i) **Notes** that an education campaign for drivers using the proposed scheme will be run through the school community to encourage compliance with the traffic flows proposed.

CARRIED

Councillor Redmond noted that he was pleased with the agreed-upon outcome, which focused on the safety of children on Heywards Road. All parties had worked together to achieve this outcome, and the Kaiapoi-Tuahiwi Community Board had endorsed the staff recommendation. He acknowledged that this was not the final solution; however, it was a satisfactory first step in achieving safety around the school during drop-offs and pick-ups.

Councillor Williams concurred and stated that it was pleasing to see that the staff had worked closely with Clarkville School in finding a workable solution.

6.3 **Lees Road Footpath – Request for Approval of Scheme Design – J McBride (Roeading and Transport Manager) and G Kempton (Senior Project Engineer)**

J McBride spoke to this report, which sought the Committee's approval for the Scheme Design for a new footpath on Lees Road from west of Bayliss Drive to the bus stop at 568 Williams Street in Kaiapoi.

There were no questions from elected members.

Moved: Councillor Remond

Second: Councillor Mealings

THAT the Utilities and Roeading Committee:

- (a) **Approves** the Lees Road Footpath Scheme Design, for the section of Lees Road from west of Bayliss Drive through to the Bus Stop outside no. 568 Williams Street, for the area shown in Figure 1 of this report (Trim No. 250407059776).
- (b) **Recommends** progressing the footpath design with a gritted footpath finish, with an estimated cost of \$60,000, to be funded from the New Footpath Programme (PJ 100746.000.5133).

CARRIED

Councillor Redmond noted that the Kaiapoi-Tuahiwi Community Board did not believe it was appropriate to install an asphalt pathway, which would require drainage and would need to be replaced before its 'end of life' expectancy when the kerb and channel work were carried out in the future. However, the gritted pathway would increase the level of service for residents now using a dirt track.

Councillor Mealings concurred and noted that a gritted pathway did not preclude an asphalted path from being installed in the future, while giving residents a better option in the medium term.

Councillor Redmond noted that there were examples of gritted pathways in other areas in the Waimakariri District, the most recent being the path to the new dog park in Oxford.

Mayor Gordon arrived at 9.24am.

7 MATTERS FOR INFORMATION

Nil.

8 QUESTIONS UNDER STANDING ORDERS

Nil.

9 **URGENT GENERAL BUSINESS**

Nil.

10 **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

In accordance with section 48(1) 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 (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it was moved:

Moved: Councillor Redmond

Seconded: Councillor Brine

That the public be excluded from the following parts of the proceedings of this meeting:

- 11.1 Confirmation of Public Excluded Minutes from 18 March 2025.
- 11.2 Submission on District Drinking Water Safety Plans.
- 11.3 Mandeville Drilling Contract – Bore Development Options.
- 11.4 Contract 24/62 - Dixons Road Guard Rail Makerikeri Bridge Tender Evaluation and Contract Award Report.
- 11.5 Pegasus Water Treatment Plant Sand Filter Replacement - Sole Source Procurement for Sand Supply.
- 11.6 Rangiora WWTP – Aeration Basin trial – Recommendation to proceed with purchase of AerDisc aerators.
- 11.7 Approval for sole-source procurement of business case for solar PV generation at Rangiora WWTP

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.	Subject	Reason for excluding the public	Grounds for excluding the public.
11.1	Confirmation of Public Excluded Minutes from 18 March 2025	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the Council to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege. LGOIMA Sections 7 (2)(a), (g) and (i).
11.2	Submission on District Drinking Water Safety Plans	Good reason to withhold exists under Section 7	To prevent the disclosure or use of official information for improper gain or improper advantage. LGOIMA Section 7(2)(j).
11.3	Mandeville Drilling Contract – Bore Development Options	Good reason to withhold exists under Section 7	To enable the Council holding the information to carry out, without prejudice or disadvantage, commercial activities LGOIMA Section 7(2)(h).
11.4	Contract 24/62 - Dixons Road Guard Rail Makerikeri Bridge Tender Evaluation and Contract Award Report	Good reason to withhold exists under Section 7	To enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities. LGOIMA Section 7(2)(h).
11.5	Pegasus Water Treatment Plant Sand Filter Replacement - Sole Source Procurement for Sand Supply	Good reason to withhold exists under Section 7	To enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities. LGOIMA Section 7(2)(h).

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public.
11.6	Rangiora WWTP – Aeration Basin trial – Recommendation to proceed with the purchase of AerDisc aerators	Good reason to withhold exists under Section 7	To enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities. LGOIMA Section 7(2)(h).
11.7	Approval for sole-source procurement of business case for solar PV generation at Rangiora WWTP	Good reason to withhold exists under Section 7	To enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities. LGOIMA Section 7(2)(h).

CARRIED

CLOSED MEETING

The public excluded portion of the meeting commenced at 9.24am until 9.40am.

Resolution to resume in Open Meeting

Moved: Councillor Brine

Seconded: Councillor Redmond

THAT open meeting resumes, and the business discussed with the public excluded remains public excluded unless otherwise resolved in the individual resolutions.

CARRIED

OPEN MEETING

11.2 Submission of District Drinking Water Safety Plans – C Fahey (Water and Wastewater Asset Manager)

Moved: Councillor Williams

Seconded: Councillor Ward

THAT the Utilities and Roading Committee

- (a) **Receives** Report No. 250401055524.
- (b) **Approves** the submission of the complete set of updated Drinking Water Safety Plans that have been prepared for all 11 of the Council's drinking water supplies to the water services regulator, Water Services Authority – Taumata Arowai.
- (c) **Reaffirms** the Council's commitment to the previously adopted drinking water commitment statement, which outlines the Council's commitment to deliver safe drinking water. The commitment statement demonstrates that the organisation as a whole understands the responsibility as a water supplier and is committed to owning this responsibility. This has been re-signed on 18 March 2025.
- (d) **Notes** that under Section 30 of the Water Services Act 2021, the Council, as a drinking water supplier, is required to prepare and lodge Drinking Water Safety Plans for all of its drinking water supplies with the water services regulator.
- (e) **Notes** that under the Water Services Act, the regulator no longer approves submitted Drinking Water Safety Plans. Instead, the responsibility is solely on drinking water suppliers to ensure that plans meet all requirements under the Act. Audits are instead carried out by the regulator on a selection of submitted Drinking Water Safety Plans on a regular basis to maintain oversight of the Council's performance.

- (f) **Notes** that the main focus of this Drinking Water Safety Plan update is to ensure that the contents of the plans accurately reflect the key changes and upgrades that have been implemented on Council's drinking water supplies since the changes in legislation and drinking water compliance rules came into effect. Making sure that the strong emphasis that has been put on drinking water suppliers to provide a multi-barrier approach to drinking water safety under the WSA is clearly being addressed in the DWSPs.
- (g) **Notes** that there is only one unacceptable risk remaining which related to the Garrymere Drinking Water Supply having only one primary source which is being addressed currently by a project to install a second bore in Garrymere, and that there are also a number of other risks being managed on other suppliers as identified in the other scheme specific plans.
- (h) **Notes** that where improvements have been identified as being required in the Drinking Water Safety Plans, budgets will be requested through the Annual Plan/Long Term Plan to ensure these are being addressed.
- (i) **Notes** that it is a requirement for Drinking Water Safety Plans to be current, and therefore, they will be managed as live working documents. The intention is to carry out a formal update of all plans annually, and any major upgrades to the water supply will trigger an update of the plan outside of the annual update.
- (j) **Authorises** the General Manager Utilities and Roothing to approve any amendments that are required on submitted Drinking Water Safety Plans between formal annual updates but notes that if significant changes to the plan are required (new significant unacceptable risks identified, or significant new improvement projects required to be proposed that cannot be delivered within existing budgets), then Staff will report back to the Utilities and Roothing Committee for further approval.
- (k) **Resolves** that the attachments of this report remain public excluded for reasons of preventing the disclosure or use of official information for improper gain or improper advantage as per LGOIMA Section 7(2)(j), but that the contents of the report be made public.
- (l) **Circulates** this report to the respective Community Boards for their information.

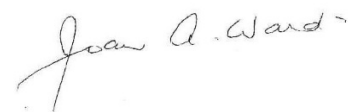
CARRIED

NEXT MEETING

The next meeting of the Utilities and Roothing Committee would be held on Tuesday, 20 May 2025 at 9am.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 9.40am.

CONFIRMED



Chairperson
17 June 2025

Date