MINUTES OF A MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY 3 OCTOBER 2017 AT 1.00PM.

PRESENT:
Acting Mayor N Atkinson (Chair), A Blackie, W Doody, J Meyer, S Stewart and P Williams.

IN ATTENDANCE:
J Palmer (Chief Executive), C Sargison (Manager, Community & Recreation), G Meadows (Policy Manager), D Roxborough (Implementation Project Manager – District Regeneration) and S Nichols (Governance Manager).

The meeting adjourned at 1.34pm to enable Councillor Stewart to be briefed by the Chief Executive on Kaiapoi High School MOU. The meeting reconvened at 1.41pm.

1. APOLOGIES
   Moved: Councillor Blackie  Seconded: Councillor Doody
   Apologies were accepted and sustained from Mayor Ayers, Deputy Mayor Felstead and Councillors Brine and Gordon, whom all were in Belgium representing the Council at the 100th commemorations of the Battle of Passchendaele.
   CARRIED

2. CONFLICTS OF INTEREST
   Nil.

3. ACKNOWLEDGEMENTS
   Nil.

4. CONFIRMATION OF MINUTES
   4.1 Minutes of a meeting of the Waimakariri District Council held on Tuesday 5 September 2017
       Moved: Councillor Atkinson  Seconded: Councillor Blackie
       THAT the Council:
       (a) Lay the minutes of the 5 September on the table until the November 2017 meeting for consideration.
       CARRIED

   4.2 Minutes of the public excluded portion of a meeting of the Waimakariri District Council held on Tuesday 5 September 2017
       (referred to Public Excluded portion of the meeting)

5. DEPUTATIONS AND PRESENTATIONS
   Nil.

6. ADJOURNED BUSINESS
   Nil.
7. **REGENERATION REPORTS**

Nil.

8. **REPORTS**

8.1. **Draft Submission to the Productivity Commission’s issues paper on a Low-Emissions Economy – G Meadows (Policy Manager)**

G Meadows spoke to the report, reflecting on a recent briefing which Councillors had expressed concerns with the complexities of the issue, including improved consultation. Key aspects of the submission were highlighted.

Moved: Councillor Williams  Seconded: Councillor Meyer

**THAT** the Council:

(a) **Receives** report no. 170920101559.

(b) **Approves** the attached submission to the Productivity Commission issues paper on a *Low-emissions Economy* (TRIM 170920101597);

(c) **Approves** the distribution of the submission to Community Boards for their information.

**CARRIED**

Councillor Meyer thanked staff for the work involved in producing this submission.

8.2. **Battle of Passchendaele Commemoration 2017 – S Nichols (Governance Manager)**

The report was taken as read. Councillor Doody indicated an interest in speaking on behalf of the Council.

Moved: Councillor Meyer  Seconded: Councillor Williams

**THAT** the Council:

(a) **Receives** report No. 170922102546.

(b) **Appoints** Councillor Doody to formally speak on behalf of the Council to welcome guests to the ceremony.

(c) **Appoints** Councillors Blackie, Meyer, Stewart and Williams to attend the Kaiapoi RSA service on 12 October 2017 at 11am to commemorate the Battle of Passchendaele and lay a wreath on behalf of the District.

(d) **Circulates** a copy of this report to the Community Boards.

**CARRIED**
9. **MATTER REFERRED FROM COMMITTEES, BOARDS AND HEARING PANELS**

9.1. **Review of Significance and Engagement Policy – S Markham (Manager Strategy and Engagement)**

(referred to report no.170912098422 to the Audit and Risk Committee meeting of 18 September 2017).

J Palmer spoke to the report and reflected on Audit and Risk Committee discussions. For clarity it was noted that drainage, stormwater and the airfield would be noted as strategic assets. It was noted that a Special Consultative Procedure would occur due to the changes made to the Policy.

Moved: Councillor Atkinson  Seconded: Councillor Blackie

**THAT** the Council:

(a) **Approves** amendments to its Significance and Engagement Policy as shown in document no. 140930106853 as being of a minor/technical nature and without further process, including additions to the list of strategic assets in Section 4.2 as follows:
- Drainage and stormwater system assets as a whole;
- Service Centres;
- Rangiora Airfield

CARRIED

Councillor Atkinson stated it was a well prepared report and matters had been fully discussed at Committee level. He believed it was important that key assets mentioned be added to the Policy and be consulted on.

9.2. **Earthquake Infrastructure Recovery – Courtenay Drive Road Reconstruction – Change to Consulted Design – K Stevenson (Roading Manager and D Roxborough (Implementation Project Manager – District Regeneration)**

(referred to report no. 170824091734 to the Regeneration Steering Group meeting of 4 September 2017 and minutes of that meeting – Item 11.1 of this agenda)

D Roxborough spoke to the report briefly, reflecting on circumstances for the roading design. The Courtney Drive project was still within the $1.8m budget. It was explained the extent to remove some contaminated materials, however following testing and evaluation, reduced excavation was required, subsequently reducing the cost. It was proposed the project would be tendered in late October, be awarded prior to Christmas, with work proposed to start in the New Year.

Councillor Stewart enquired how deep the contamination was. Staff explained the contamination was just beyond existing curbs and testing had shown consistency of width. The depth varied between 300mm and 500mm.

Councillor Stewart enquired if anyone had approached R Cook and Price, the original subdivision developers. Staff advised testing has been contained to the road corridor. Additional sampling had been taken to confirm the contamination area.
THAT the Council:

(a) Receives report No. 170824091734

(b) Notes that the discovery of asbestos during sewer renewal works in Courtenay Drive, Charters Street and Wyber Place has necessitated a redesign of the proposed road reconstruction.

(c) Notes that the proposed solution is different to the design consulted upon in May 2017 Kerb and channel will be installed for roadside drainage instead of the swales shown in the consultation material.

(d) Circulates this report to the Kaiapoi Tuahiwi Community Board for their information.

(e) Notes that staff still bring a further report back on the additional threshold at Bowler Street/Courtenay Drive.

CARRIED

Councillor Meyer commented on it being unfortunate to have to undertake unplanned remedial work, however testing had been completed and the project remains under budget. Councillor Meyer reflected on when the subdivision was being built, and recycled building materials were used.

Councillor Blackie stated the project was within contingency budgets and minimal invasion to the ground had occurred, subsequently a good result overall.

9.3. District Regeneration – Draft Road Stopping Plans - D Roxborough (Implementation Project Manager – District Regeneration)

(referred to report no. 170823090835 to the Regeneration Steering Group meeting of 4 September 2017 and minutes of that meeting – Item 11.1 of this agenda)

D Roxborough spoke to the report, reflecting on a workshop in August with the Regeneration Steering Group and a subsequent report. Roads were either under proposed sports fields or high maintenance. It was practical to leave the road corridor to protect existing services underneath. Once roads were legally stopped there will be a new land title and land divested to the Crown and then reallocated to the Council. One area in Pines Beach requires more discussion with the Trust and therefore a report would be presented to the Regeneration Steering Group in November. No roads in Kairaki were proposed to be stopped. The Crown will cover 60% of related road cost as per the agreement. All Council costs are in the budget.

Moved: Councillor Blackie Secended: Councillor Meyer

THAT the Council:

(a) Receives report No. 170823090835.

(b) Notes that the road stopping process for Regeneration areas is proposed to be undertaken through collaboration with Land Information New Zealand utilising the provisions of the Greater Christchurch Regeneration Act 2016.

(c) Approves that Reay Place, Wyber Place and The Oaks (south of 1 The Oaks and 22 Courtenay Drive) in the Kaiapoi South Regeneration Area be legally stopped and physically removed.
(d) **Approves** that Ilex Place, Nandina Place, Sheils Place, Palmer Place, Azalea Place, Cassia Place, Day Place, Oram Place (east of the new road link between Feldwick Drive and Cass Street), Blackwell Crescent (between Gray Crescent Reserve and Bracebridge Street), Gray Crescent (between Feldwick Drive and the new road link), Kirk Street, Beswick Street, and Sewell Street (generally east of Beswick Street) in the Kaiapoi East Regeneration Area be legally stopped and physically removed.

(e) **Approves** that Kay Avenue (west of Dunns Avenue), be legally stopped and physically removed.

(f) **Approves** that Feldwick Drive (between Gray Crescent and the new link between Feldwick Drive and Cass Street); Moore Street (between Cass Street and Sheils Place); Askeaton Drive; Hall Street; Cass Street (between approximately Beswick Street and Askeaton Drive); and Sewell Street (between Jones Street and 68 Sewell Street) be physically removed with the legal road corridor retained.

(g) **Notes** that the process for amalgamation of the land legal title arising from the road stopping process into the wider regeneration areas, will be considered by Council as part of the forthcoming review of draft terms and conditions for the future divestment agreement between Council and the Crown.

(h) **Notes** that staff will be working with the Te Kōhaka o Tūhaitara Trust to confirm their intentions for the two roads in the expanded Coastal Park at The Pines Beach (Hood Avenue and Clarke Avenue).

**CARRIED**

Councillor Blackie stated the matter was straightforward and had been well discussed with the Regeneration Steering Group.

Councillor Meyer commented that a discussion for another day, would be about whose responsibility it was to look after road names for future use.

9.4. **Kaiapoi Food Forest, Kaiapoi East Regeneration Area – K Dwyer (Regeneration Landscape Architect)**

*(referred to report no. 170822090413 to the Regeneration Steering Group meeting of 4 September 2017 and minutes of that meeting – Item 11.1 of this agenda)*

C Sargison spoke to the report advising there had been a lot of publicity on the development. The lease of land was only for two years as per terms of arrangement with the Crown. It was explained about the Trust being active for securing resources and good progress had been made. The Council can consider any ongoing funding through the Long Term Plan process. Staff confirmed a one off payment of $30,000 is being sought and would be administered through the Council finance department.

Councillor Williams enquired of costs to replant an existing tree. C Sargison explained the Trust researched all trees in the red zone area as to which were viable to move and re-establish. The machine used to replant is hired on a daily rate. In total 17 trees were moved over two days at a cost of approximately $400 per tree. Some trees have heritage value, whilst others were donated.

Councillor Atkinson enquired if the food forest could claim carbon credits. J Palmer advised carbon credits were applicable for planted areas over 2 hectares, and this area was smaller in size. In a follow-up question Councillor Atkinson enquired if the area could be eligible to claim for carbon credits. Staff were unable to answer but would investigate and advise through the Community and Recreation Committee.
Councillor Doody sought clarity on the $75,000. Staff reiterated that was an indicative value (if paid commercially) to consider as part of the Long Term Plan budgets.

Moved: Councillor Blackie  Seconded: Councillor Williams

THAT the Council:

(a) Approve $30,000 funding for the development of the Food Forest for the 2017 / 2018 year.

(b) Notes that funding for future years will be considered as part of the LTP process.

CARRIED

Councillor Blackie noted from page 63 that water matters were $3,000 less than budget. He commented on the Council allocating the funds however it would be up to the Trust to prioritise and set the work programme.

10. HEALTH AND SAFETY


J Palmer advised there were no accidents/incidents in September. An incident occurred on 2 October at Southbrook Ponds with a loader rolling, but fortunately as a result, there was no significant injury. The incident was investigated by the appropriate persons and Workplace Safety were notified, and subsequently advised the incident would not be investigated.

Councillor Blackie enquired about fire excavation. J Palmer explained the recent situation and advised that a building evacuation was not classed as a health and safety matter incident. The correct processes were followed, with the building evacuated for an hour.

Moved: Councillor Williams  Seconded: Councillor Doody

THAT the Council:

(a) Receives report No. 170825092092.

CARRIED

11. COMMITTEE/WORKING PARTY/Joint COMMITTEE MINUTES FOR INFORMATION

11.1. Minutes of a meeting of the Regeneration Steering Group held on 4 September 2017

11.2. Minutes of a meeting of the Community and Recreation Committee held on 19 September 2017

Moved: Councillor Blackie  Seconded: Councillor Atkinson

THAT the information in Items 11.1 – 11.2 be received.

CARRIED
12. **COMMUNITY BOARD MINUTES FOR INFORMATION**

12.1. Minutes of a meeting of the Oxford-Ohoka Community Board held on 7 September 2017

12.2. Minutes of a meeting of the Rangiora-Ashley Community Board held on 13 September 2017

Moved: Councillor Meyer  Seconded: Councillor Atkinson

**THAT** the information in Items 12.1 to 12.2 be received.

CARRIED

Councillor Doody briefly commented on the Canterbury Landscape Supplies operation at Diversion Road and the action the Oxford-Ohoka Community Board were undertaking.

Councillor Williams advised that following public consultation, the large trees in Dudley Park were staying.

13. **CORRESPONDENCE**

Nil.

14. **MAYOR’S DIARY**

14.1. **Mayor’s Diary 29 August – 16 September 2017**

It was advised that Mayor Ayers and J Palmer had signed the MOU with Kaiapoi High School in relation to funding support for the new school gymnasium.

*The meeting adjourned at 1.34pm to enable Councillor Stewart to be briefed by the Chief Executive on the Kaiapoi High School MOU. The meeting reconvened at 1.41pm.*

Moved: Councillor Meyer  Seconded: Councillor Doody

**THAT** the Council:

(a) **Receives** report no. 170918100715

CARRIED

15. **COUNCIL PORTFOLIO UPDATES**

15.1. **Iwi Relationships**

It was advised there was no Runanga meeting held in September.

The Tuahiwi Marae is steadily progressing on their building extension which is planned to be finished for the large Hui ā Iwi occurring from 24 to 26 November 2017.

15.2. **Canterbury Water Management Strategy**

Councillor Stewart commented on the recent Cam River Subcommittee that met in September to allocate its total funds of $212,000. A report would be presented to the upcoming Utilities and Roading Committee.

Councillor Stewart reflected on recent Waimakariri Water Zone fortnightly workshops, currently discussing the Rakahuiri River and its contributories.
Councillor Stewart raised issues of limited consistent service from Ecan staff, and bringing different strands of business together in a cohesive report. Also commented on an appropriate communications strategy with engagement components. Councillor Stewart enquired of the Chief Executive on the most appropriate way to progress issues through reports and decisions on the agenda. J Palmer spoke of previous discussions and acknowledged a more structured approach was required. Conversations had been held with Ecan raising concerns.

15.3. **International Relationships**

J Palmer briefly spoke on recent and upcoming delegations.

On 21 September a delegation from Malaysia, in partnership with Wellbeing North Canterbury visited, focusing on wellbeing and family. Councillor Doody attended the group which visited the Charles Upham facility and Karanga Mai Early Learning Centre.

J Palmer had recently spoken with a Chinese delegation interested in human resources, with another delegation expected in November.

Councillor Atkinson attended a meeting with the new Chinese Consulate.

15.4. **Regeneration (Kaiapoi)**

Councillor Blackie reflected on reports earlier in the meeting. The Food Forest project was generating positive interest from around the world. Plant donations were coming in, the Mens Shed were contributing, and enquiries to undertake further planting work were occurring. The open day was very well supported and the project was going well.

The Kaiapoi Croquet Club had been offered new land to Rich Street, however had declined as they wanted to stay at Murphy Park.

Councillor Blackie reflected on the previous evenings meeting of the Regeneration Steering Group and the approval of a design of East Kaiapoi. The project was progressing steadily. There was also a positive relationship with LINZ.

16. **QUESTIONS (UNDER STANDING ORDERS)**

Nil.

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

Nil.

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

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

Moved: Councillor Atkinson  Seconded: Councillor Meyer

**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:
<table>
<thead>
<tr>
<th>Item No</th>
<th>Minutes/Report of:</th>
<th>General subject of each matter to be considered</th>
<th>Reason for passing this resolution in relation to each matter</th>
<th>Ground(s) under section 48(1) for the passing of this resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>18.1</td>
<td>Minutes of the public excluded portion of Council meeting of 5 September 2017</td>
<td>Confirmation of minutes</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
<tr>
<td>18.2</td>
<td>Report of Duncan Roxborough (Implementation Project Manager – District Regeneration)</td>
<td>Contract 17/42 Kaiapoi Marine Precinct River Wall (North Bank) Upgrade Tender Stage 1 Evaluation Report</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
</tbody>
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PUBLIC EXCLUDED MATTER REFERRED FROM KAIAPOI-TUAHIWI COMMUNITY BOARD MEETING OF 18 SEPTEMBER 2017

<table>
<thead>
<tr>
<th>Item No</th>
<th>Minutes/Report of:</th>
<th>General subject of each matter to be considered</th>
<th>Reason for protection of interests</th>
<th>Ref NZS 9202:2003 Appendix A</th>
</tr>
</thead>
</table>
| 18.3    | Report of Rob Hawthorne (Property Unit Manager) | Proposed Sale process for 137-141 Williams Street, Kaiapoi | Protection of privacy of natural persons  
To carry out commercial activities without prejudice | A2(a)  
A2(b)ii |

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:

CLOSED MEETING

The public excluded portion of the meeting occurred from 2pm to 2.38pm.

19. NEXT MEETING

The next scheduled meeting of the Council is on Tuesday 7 November 2017 commencing at 1.00pm.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 2.39PM

CONFIRMED

__________________________
Chairperson

__________________________
Date