MINUTES OF THE MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY, 2 JUNE 2026, COMMENCING AT 9AM.

PRESENT

Mayor D Gordon, Deputy Mayor P Redmond, Councillors T Bartle, B Cairns, W Doody, T Fulton, J Goldsworthy, B McLaren, N Mealings, S Powell, and J Ward.

IN ATTENDANCE

J Millward (Chief Executive), G Cleary (General Manager Utilities and Roading), C Genet (General Manager Finance and Business Support), C Brown (General Manager Community and Recreation) S Hart (General Manager Strategy, Engagement and Economic Development), D Roxborough (Strategic and Special Projects Manager), D Young (Senior Engineering Advisor) R Kerr (Rangiora Eastern Link Programme Manager), Dr B Dollery (Biodiversity Team Leader), M Kwant (Senior Ranger Biodiversity), G Maxwell (Business and Project Advisor), K Brocas (Senior Advisor, Strategy and Delivery) and K Rabe (Governance Advisor).

1. APOLOGIES

There were no apologies.

2. CONFLICTS OF INTEREST

There were no conflicts declared.

3. ACKNOWLEDGEMENTS

Mayor Gordon acknowledged the following recipients of the King's Birthday Honours:

- Former Deputy Mayor N Atkinson was recognised for his long-standing service to the Waimakariri District spanning more than 50 years. His contributions included many years as a Community Board member and as a Councillor, along with service in numerous other capacities. The honour was regarded as well deserved, given his extensive commitment and service.
- A former Principal of Oxford Area School, B Norris, was recognised for community service. He also served as Acting Principal in 14 other schools in remote locations, including the Chatham Islands. B Norris was commended for his significant contributions to the community through his involvement in various organisations, including the Oxford Arts Trust.
- J Hughey, a former Chair of Environment Canterbury, was acknowledged for her work in Governance and community law.

The Mayor also recognised P Thackwell for organising the "Dance for Disabled Kiwis and their Carers," a successful event that attracted participants from across the upper South Island.

In addition, the Mayor acknowledged the passing of J Pentecost, who had provided significant service to GreyPower both locally and nationally, including serving as National President.

4. CONFIRMATION OF MINUTES

4.1 Minutes of a meeting of the Waimakariri District Council held on Tuesday, 5 May 2026

Moved: Councillor McLaren Seconded: Deputy Mayor Redmond

THAT the Council:

(a) **Confirms,** as a true and correct record, the circulated Minutes of the Waimakariri District Council meeting held on Tuesday, 5 May 2026.

CARRIED

4.2 Matters Arising from Minutes

Mayor Gordon noted that he met with residents, the Chairperson of Environment Canterbury (ECan), and Council staff to explore alternatives to address residents' concerns about heavy-vehicle traffic on Baynons Road, Clarkville, due to gravel extraction from the Waimakariri River. While the matter had initially appeared straightforward, the site visit revealed that the range of competing activities in the area made the situation considerably more complex.

5. DEPUTATIONS AND PRESENTATIONS

Nil.

6. ADJOURNED BUSINESS

6.1 Rangiora Airfield Governance Review 2026 – D Roxborough (Strategic and Special Projects Manager)

D Roxborough and C Brown presented the report, which sought Council approval for a new governance structure for the Rangiora Airfield. D Roxborough provided a brief overview of the current governance arrangements, which have been in place since 2019, including the appointment of the Airfield Manager and Safety Officer in 2023.

D Roxborough also requested a correction to recommendation (f) of the report, which detailed the proposed membership of the Recruitment Panel, for the appointment of an independent chairperson for the proposed Rangiora Airfield User Group (RAUG). The amended recommendation proposed that the Recruitment Panel comprise the Deputy Mayor, Councillor Ward, the General Manager Community and Recreation, the Airfield Manager and Safety Officer, and the current Airfield Advisory Group Chair, S Noad.

Councillor Fulton queried why the proposed governance structure had not incorporated more fundamental changes, particularly regarding the potential change in the Rangiora Airfield’s ownership. D Roxborough advised that any decisions regarding the future airfield would be made by the Council. He noted a possible misunderstanding regarding the role of the proposed RAUG, which would comprise individuals with extensive history and knowledge of the Rangiora Airfield, as well as representatives of the wider airfield community. However, the Council retained ultimate decision-making authority regarding the Rangiora Airfield.

D Roxborough further noted that the Council would undertake a strategic review and take into account the views of the proposed RAUG.

Mayor Gordon noted that the proposed RAUG's primary role was to support the airfield's operations. Historically, members had represented their respective user groups at the airfield. He further advised that longer-term decisions regarding the future of the Rangiora Airfield would need to be deferred until the review had been completed and greater clarity had been obtained regarding the proposed Ashley River stopbank upgrade and flood modelling.

Deputy Mayor Redmond sought clarification on the proposed provision to retain the Independent Adviser for a one-year transition period. D Roxborough observed that the Independent Adviser would not be a member of the proposed RAUG, but would be available if required.

Moved: Deputy Mayor Redmond Seconded: Councillor Ward

THAT the Council:

(a) **Receives** Report No. 260114005452.

(b) **Notes** that a review of Rangiora Airfield governance arrangements has been proposed for some time and that this review process is supported by the present Rangiora Airfield Advisory Group.

(c) **Notes** that since the appointment of the dedicated Airfield Manager and Safety Officer, there have been a number of improvements in systems and management at the airfield.

(d) **Approves** the establishment of a new Rangiora Airfield Management Group and an Airfield Safety Team, and the creation of a new Rangiora Airfield User Group (RAUG) based on Option 1 within this report and with the membership outlined below.

- Rangiora Airfield User Group:
  - An independent chairperson
  - The Airfield Manager and Safety Officer
  - A representative for the airfield business operators who has a business/ operation on the airfield
  - A flight training representative operating at the airfield
  - A fixed-wing representative (aircraft above 600 kg) operating at the airfield – (preferably Canterbury Aero Club, but others may apply)
  - A fixed-wing rep (aircraft below 600kg) operating at the airfield
  - A helicopter operator’s representative, operating at the airfield
  - An Air Transport/commercial operators’ rep (initially combined with the Helicopter role above) operating at the airfield
  - A placeholder for a representative of the Airpark development
  - The Councillor Portfolio holder for the Rangiora Airfield, Deputy Mayor Philip Redmond.

    (NOTE: It is possible that the roles described above could be filled by the same person/representative. The roles are reflective of the types of operations performed at the airfield.)

(e) **Approves** staff advertising for an independent aviation expert with significant governance experience interested in chairing the Rangiora Airfield User Group.

(f) **Approves** Deputy Mayor Redmond, Councillor Joan Ward and General Manager Community and Recreation and the previous Chairperson of the Advisory Group, S Noad, as members of the recruitment panel for the Independent Chairperson position.

(g) **Approves** additional annual operational budget of $20,000 to the Rangiora Airfield activity budget to enable compensation of the Independent Chairperson, in the event that a suitable volunteer candidate is not located, with the proviso that the approved budget may only be spent on chairperson's fees.

(h) **Approves** the Ex-officio members of the Rangiora Airfield User Group (or Advisory Group, as the case may be) as being:

- The Mayor of Waimakariri District Council
- The Chief Executive of the Waimakariri District Council
- The General Manager Community and Recreation
- The Greenspace Manager
- The Strategic and Special Projects Manager.

(i) **Approves** the disestablishment of the present Rangiora Airfield Master Plan Subcommittee, noting that the purpose and duties of the previous subcommittee will be fulfilled by the new User Group.

(j) **Approves** Keith Vallance becoming a member of the Rangiora Airfield Safety Team as a consequence of a Civil Aviation Authority of New Zealand (CAANZ) requirement for him as a nearby airfield operator.

(k) **Notes** additional Option 1(a) is a variation to Option 1, which provides for the retention (outside of the proposed Rangiora Airfield User Group) of the Independent Adviser role of Bruce Drake for a term of one year transition period (from the date of decisions made in this report), on an on-call basis. This would allow the Independent Advisor time to pass on useful history to the Council or the Rangiora Airfield Management Group when required.

(l) **Approves** the proposed Terms of Reference (TRIM 250619111394), membership and proposed objectives of the Rangiora Airfield Safety Team.

(m) **Approves** the proposed membership of the Rangiora Airfield Management Group:

- An independent chairperson (same person as the Rangiora Airfield User Group independent chair)
- The Airfield Chief Executive Officer. (General Manager Community and Recreation)
- The Strategic and Special Projects Manager
- The Airfield Manager and Safety Officer
- The Airfield Asset Owner (Greenspace Manager)
- The Chief Executive would be ex-offico to this group.

(n) **Notes** that if the recommendations in this report are adopted, any present holders of positions on the Advisory Group who now become redundant will be notified by staff, along with acknowledgement and thanks on behalf of the Council for the many years of service provided by those role holders. This is principally the two independent Council-appointed roles on the present Advisory Group as well as the Sport Aircraft Association Rep and the Cadets Rep.

(o) **Considers,** in future through general Council business, some form of formal recognition of the services provided by any members of the present Advisory Group who would no longer occupy a position. Staff would work alongside the Council to establish appropriate recognition mechanisms for individuals.

(p) **Circulate** this report to all Community Boards for information.

CARRIED

Deputy Mayor Redmond supported the motion, noting that the Group's name was immaterial. He observed that the original intention had been to reduce the size of the current Advisory Group; however, the proposed membership remained relatively large. Deputy Mayor Redmond considered that there had been varying levels of support for the change within the Advisory Group, but that a compromise had been reached. He further noted that the amendment provided for an independent member who could be consulted on various matters as required. Deputy Mayor Redmond thanked staff for their work on the matter.

Councillor Ward noted that the process had taken considerable time and had not significantly reduced the size of the current Advisory Group; however, she considered the proposal fairly represented the airfield community. Councillor Ward therefore indicated her support for the motion.

Mayor Gordon also supported the motion, agreeing that it had been a lengthy process. He acknowledged the commitment of those who had dedicated many years of service to the Advisory Group and had supported the Rangiora Airfield through various stages of development. Mayor Gordon noted that the Council had invested significant resources in the airfield and was working towards an emerging partnership with a new owner and neighbouring properties regarding a development proposal. Although the size of the proposed RAUG had not been significantly reduced, he observed the change in its management. Mayor Gordon emphasised the importance of recognising past contributions and ensuring that those involved understood that their efforts had not been disregarded.

Mayor Gordon further noted that the Rangiora Airfield was currently being subsidised by ratepayers to the tune of approximately $600,000 per annum, including runway maintenance. He indicated that he would be open to a possible change of ownership, provided an appropriate structure could be established to protect the work and the Council’s investment made over the years. Mayor Gordon thanked staff for managing safety and day-to-day operations, which posed a significant risk in the event of an incident.

Councillor Fulton believed that the proposal represented a sound compromise. He acknowledged that, as with all compromises, there may have been scope to go further; however, it was necessary to respect differing perspectives and expertise. Councillor Fulton highlighted the operational risks facing the Council due to the changing uses of the Rangiora Airfield in recent years and expressed his interest in further discussions on how to mitigate these risks. Notwithstanding this, he supported the motion as an initial step.

Deputy Mayor Redmond acknowledged the current members of the Rangiora Airfield Advisory Group for managing issues and debates respectfully and constructively, particularly the Chairperson, S Noad. He also acknowledged his predecessor, Councillor Ward, for her work. Deputy Mayor Redmond noted that there had been differing views on whether the airfield should become a Part 139 Qualifying Aerodrome under the CAA. He further observed that the appointment of an Airfield Manager and Safety Officer had improved operational processes.

Mayor Gordon also noted Councillor Ward's contribution as an extremely passionate advocate for the Rangiora Airfield and acknowledged the work she and her husband had done to advance its progress over the years.

7. REPORTS

7.1 Rangiora Eastern Link Procurement Strategy and Targeted Early Contractor Involvement – R Kerr (REL Programme Manager)

R Kerr and D Young presented the report, which sought approval of the proposed Procurement Strategy for the Rangiora Eastern Link (REL). The recommended approach was a fully documented design/tender/construct delivery model, supported by a targeted and competitive early contractor involvement phase with shortlisted contractors prior to the invitation to tender. The recommended process was intended to retain Council control of design, scope, probity and value for money.

R Kerr provided a brief overview of the proposal, and D Young noted that the contractor list would not be determined solely on price but would instead be based on non-price attributes, with some pricing elements used to inform the shortlist. The intention had been to assemble a smaller group of contractors with early involvement in the contract so that, when the next phase commenced, there would be no uncertainty regarding pricing. The rationale was that, if the entire market were approached, it would not be possible to engage in detailed discussions at the tender stage. A further consideration was that a smaller group was likely to produce a more accurate overall price, as contractors would have a clearer understanding of the project scope.

In response to Councillor Mealing’s query regarding early contractor engagement and the associated risks, R Kerr explained that the approach was intended to reduce risk for both the Council and the contractor. A secondary benefit related to construction efficiency, including detailing how culverts would be constructed and how pavement thickness would be calculated. D Young added that a careful balance must be maintained between companies offering solutions and protecting their intellectual property, noting that this would require a considered and sensitive approach in discussions between the appointed consultant and the three contractors.

Councillor Goldsworthy asked whether there were any case studies from neighbouring councils demonstrating the effectiveness of this process. R Kerr responded that there had been examples of early contractor engagement, including the earthquake memorial project in Christchurch.

In response to Councillor Ward's query regarding the usefulness of local knowledge in addressing geotechnical complexities of waterways, R Kerr confirmed that local knowledge had been utilised during the business case and concept design phases.

Councillor Ward then asked what role the developer would have in selecting the contractor and whether a single contractor would be engaged for the entire project. R Kerr advised that, aside from the proposed section between Boys Road and North Brook Stream, the developer would have no involvement in contractor selection.

Councillor Ward noted activity occurring in the paddocks, including the removal of redundant power poles by MainPower, and queried whether this indicated that the developer had commenced work ahead of the Council's main project. R Kerr confirmed that he had met with the developer and that pre-enabling works were being undertaken while the developer awaited earthworks consent. D Young stated that staff could divide the project into a series of smaller contracts, thereby enabling greater involvement by local contractors. However, to achieve the best value for ratepayers, staff recommended delivering the project as a single package, with local contractors engaged as subcontractors as required.

Mayor Gordon asked whether it would have been possible for a group of local contractors to form a partnership to be considered for the contract. D Young confirmed that this was possible, provided they were competitive with the three national contractors, or alternatively, they could partner with one of the national contractors.

Deputy Mayor Redmond sought confirmation that, under "Gate 3," New Zealand Transport Agency (NZTA) funding would be required and that this would represent the final funding contribution from NZTA for the project. R Kerr provided confirmation regarding Gate 3 NZTA funding.

Councillor Fulton asked whether "Gate 3" represented the point of no return for the project. R Kerr responded that significant decisions would need to be made at that stage, with firmer cost estimates and contingency budgets in place.

In response to a further query from Councillor Fulton regarding how the contingency budget was determined, R Kerr explained that a formal process had been followed, including risk analysis and assessment of potential unknowns. He also assured Councillors that staff would continue to keep them informed of developments.

Councillor Doody asked whether the wider community, beyond those in the immediate vicinity, was being kept informed of project progress. R Kerr agreed that communication was important and noted that information was currently being distributed. He emphasised the importance of ensuring that project timing was well understood and that no major short-term changes were anticipated.

Moved: Councillor McLaren Seconded: Councillor Ward

THAT the Council:

(a) **Receives** Report No. 260430106446.

(b) **Notes** that the Rangiora Eastern Link Business Case was adopted by Council on 3 March 2026 and submitted to the New Zealand Transport Agency (NZTA) for co-funding consideration.

(c) **Notes** that the New Zealand Transport Agency (NZTA) has endorsed the Business Case and approved 51% co-funding of the pre-implementation ($4.04 million) and property acquisition ($4.80 million) phases of the project, making NZTA's share $4.51 million.

(d) **Notes** that the Rangiora Eastern Link Procurement Strategy has been updated following open-market supplier engagement and market sounding undertaken in March/April 2026.

(e) **Approves** the Procurement Strategy for the Rangiora Eastern Link, which is based on Option 3:

i. a fully documented Design/Tender/Construct approach,

ii. a two-stage procurement process for the design consultants, involving
- an open and competitive process to shortlist consultants, and then
- a targeted request for proposals from the shortlisted consultants.

iii. an open and competitive shortlisting process to
- appoint approximately three contractors to be involved in providing Early Contractor Involvement (ECI) services; and then
- A targeted Request for Proposals for the main works contract to be sought from the shortlisted ECI contractors.

(f) **Approves**, in principle, packaging the physical works as a single main construction contract for all works, with the possible exception of the Northbrook Stream to Boys Road section, which may be delivered by the neighbouring developer as detailed through a Private Development Agreement (which will be considered by the Council in a separate report), should this provide best value and programme alignment.

(g) **Notes** that the General Manager Utilities and Roading will approve and issue the necessary procurement documents and enter into ECI Services Agreements with shortlisted contractors and make associated procurement decisions within approved project budgets and Council delegations.

(h) **Notes** that progression of the project will be subject to further approval steps by Council, including (i) appointing the design consultant, (ii) approval of the draft Concept Design and associated cost estimate, (ii) prior to issuing the construction contract for tender to confirm funding, and (iii) entering into the main construction contract.

(i) **Notes** that the above steps remain contingent on the New Zealand Transport Agency approving funding for the Implementation phase, which is forecast to be a further $21.51 million in addition to the pre-implementation funding, out of the expected total project cost of $65.59 million.

CARRIED

Councillor McLaren acknowledged Councillor Ward's significant contribution to the project over many years and remarked that he was pleased to be serving on the Council when the work came to fruition. He also expressed satisfaction that public messaging had shifted from a sole focus on Southbrook congestion to recognising the wider benefits for the Waimakariri District and south-east Rangiora, including opportunities for residential and commercial development, environmental enhancements, cycling pathways, and other amenity improvements. Councillor McLaren noted that communications had also clarified that the project was not a bypass but a local arterial road, which he considered an important distinction.

Councillor Ward was delighted with the project's progress and thanked staff for their work on what she described as a complex project that would benefit the entire Rangiora. She reiterated that the project was not a bypass but a link road that would support further development in eastern Rangiora. Councillor Ward added that once confirmation of funding from NZTA had been received, the Council would be able to focus on the replacement of Skew Bridge. She emphasised the importance of reminding residents that this project formed part of wider roading network improvements, including the Skew Bridge, to support a growing population.

Councillor Mealings observed that the Council was fortunate to have two highly experienced engineers working on the project and indicated her support for the new approach.

Councillor Cairns observed that he had been impressed by how quickly NZTA had endorsed the Rangiora Eastern Link Business Case, noting that this reflected the high level of competence available to the Council. He expressed confidence that the same level of expertise would be applied to the new early contractor engagement process.

Deputy Mayor Redmond reminded R Kerr of his previous achievement in bringing insurers together to repair homes following the earthquake, prior to the Government's decision to red-zone the area in Kaiapoi. He indicated that this gave him confidence that R Kerr would again achieve positive outcomes through early engagement with contractors.

Mayor Gordon commented that a change in methodology presented an opportunity to achieve strong results and noted that NZTA appeared comfortable with the Council's proposed approach to early contractor engagement. He acknowledged the expertise and experience of R Kerr and D Young and commended the Chief Executive for assigning them to the project.

Councillor Fulton noted that early engagement on the project appeared to be a sensible option to help mitigate risks.

7.2 **Management of Whitebait Activity in 2026, Kairaki Beach** – M Kwant (Senior Ranger Biodiversity) and B Dollery (Biodiversity Team Leader)

M Kwant and B Dollery presented the report, which sought approval to enforce the Northern Pegasus Bay Bylaw provision prohibiting camping at Kairaki Beach during the whitebait season. They advised that in 2025, the Council had trialled permitting camping during the season; however, this led to instances of antisocial behaviour that required New Zealand Police intervention. Accordingly, staff now sought Council's support to reinstate the "no camping" rule for the upcoming season.

Mayor Gordon expressed concern for staff safety and queried whether the New Zealand Police would support staff in enforcing the rule. M Kwant advised that the police had been supportive during the 2025 season, and he had no reason to believe they would not continue to assist if required.

Councillor Cairns queried the absence of a Communication Plan within the, noting that clear and early communication with residents would be critical to successfully enforcing the rule. M Kwant agreed and indicated that a requirement for a Communication Plan could be included to address this.

In response to Councillor Ward's query regarding how to distinguish between individuals who were camping and those who were temporarily parked in preparation for tidal changes, M Kwant acknowledged that this could at times be challenging to determine. He noted, however, that he had developed positive relationships with many regular white-baiters, which had proven helpful in managing such situations.

Councillor Mealings sought clarity on customary fishing rights. M Kwant explained that legislation identified several sites across the country; however, none were currently located within the Waimakariri District. He added that discussions were ongoing with the Rūnanga, ECan, and the Department of Conservation to identify potential sites.

Councillor Mealings further noted that the report referred to resource consents, which would involve costs, and queried whether these costs would be borne by the Council or by individuals. M Kwant advised that, should this option be pursued, a global consent for the activity would likely be sought.

Deputy Mayor Redmond queried how many people had camped during the previous season, and M Kwant advised that there had been approximately ten groups. The Deputy Mayor further asked whether the Northern Pegasus Bay Bylaw allowed exemptions permitting camping on the beach. M Kwant confirmed that exemptions could be granted in certain locations with the approval of the Northern Pegasus Bay Advisory Group.

Moved: Councillor Powell Seconded: Councillor Mealings

THAT the Council:

(a) **Receives** Report No. 260513115451.

(b) **Approves** the option to enforce the no camping rule in the Kairaki Beach area as stipulated in the Northern Pegasus Bay Bylaw.

(c) **Notes** that the issue for Council to resolve is focused on access and how people are utilising the public space at Kairaki Beach (e.g. camping), not to look into the activity of whitebaiting itself, as Waimakariri District Council has no delegation to manage this fishery.

(d) **Notes** that engagement with Te Ngāi Tūāhuriri Rūnanga will be ongoing to discuss the locality and practicality of nohoanga provision in the District.

(e) **Notes** that there will be more investigation into camping options at Kairaki, with any decision points brought back to Council before enactment.

(f) **Notes** that WDC is responsible for the impact of the activity associated with whitebaiting on the public land governed by the Northern Pegasus Bay Bylaw, in which Environment Canterbury is a stakeholder, and the Department of Conservation has jurisdiction to manage the act of whitebaiting.

(g) **Requests** that communication relating to the no camping rule was widely circulated to user groups, on social media and other suitable media outlets.

CARRIED

Councillor Powell supported enforcing the no-camping rule, noting that the Council had previously trialled allowing camping during the whitebait season, which had not been successful. She therefore considered it appropriate to revert to the original prohibition on camping. However, Councillor Powell emphasised the importance of clear and consistent messaging across all media platforms to ensure the public was well informed in advance of the 2026 season.

Councillor Mealings observed that the location was highly contested and expressed the view that enforcing a no-camping rule represented the fairest and safest option.

Councillor Cairns agreed that the matter was about achieving a fair and safe outcome for all parties and supported the development and early implementation of a clear Communication Plan to ensure widespread awareness of the rule ahead of the 2026 season.

Mayor Gordon also supported the motion, while noting that it was unfortunate that circumstances had necessitated such action. He expressed the view that all individuals should have the opportunity to participate in white-baiting and that, while customary fishing rights should be respected, space should also be made available for others.

7.3 **<u>Section 155 Assessment of Proposed Public Spaces Bylaw</u>** – G Maxwell (Business and Projects Advisor), on behalf of the Public Spaces Project Advisory Group

G Maxwell presented the report, which advised the Council of the findings and recommendations from the Section 155 Assessment of a Proposed Public Spaces Bylaw.

There were no questions from elected members.

Moved: Councillor Cairns Seconded: Deputy Mayor Redmond

THAT the Council:

(a) **Receives** Report No. TRIM number: 260514116200.

(b) **Approves**, in accordance with the requirements of the LGA section 155, the assessment report (attachment I 260511112506), that:

- the Bylaw is the most appropriate way of addressing the public spaces issues.
- the Bylaw is the most appropriate form of bylaw, and that;
- the Bylaw is consistent with the New Zealand Bill of Rights Act 1990, with any limitations being reasonable and justified in terms of section 5.

(c) **Endorses** staff proceeding to develop a draft Public Spaces Bylaw and Statement of Proposal.

(d) **Notes** Under section 155 of the Local Government Act 2002, Council is required to determine whether a bylaw is the most appropriate way to address the identified issues before a draft bylaw is prepared. Approval of this recommendation does not adopt a bylaw. It enables staff to develop a draft Public Spaces Bylaw and Statement of Proposal, which will be presented to Council for approval prior to public consultation under section 156 of the Act.

(e) **Circulates** the report and attachments to the Community Boards for information.

CARRIED

Councillor Cairns noted that he had received multiple calls and complaints relating to open public spaces and therefore endorsed the development of a bylaw.

Deputy Mayor Redmond concurred; however, he noted that the bylaw should strive to be equitable, minimise restrictions, and be subject to public consultation prior to adoption.

7.4 **<u>Closed Circuit Television and Other Recording Devices Policy</u>** – K Brocas (Senior Advisor Strategy and Delivery)

K Brocas presented the report, which sought Council approval to release the draft Closed Circuit Television and other Recording Devices Policy for public consultation.

There were no questions from elected members.

Moved: Councillor Fulton Seconded: Councillor Doody

THAT the Council:

(a) **Receives** Report No. 260507111042.

(b) **Approves** the Draft Closed Circuit Television and Other Recording Devices Policy (Trim 260514115523) for public consultation.

(c) **Notes** the proposed consultation period of 5 June to 3 July 2026 and the proposed adoption date of 7 August 2026.

(d) **Notes** that upon review of submissions received on the draft, a final Closed-circuit Television and Other Recording Devices Policy will be prepared and presented to Council for adoption in August 2026.

(e) **Circulates** this report and its attachments to the Community Boards for information.

CARRIED

8. HEALTH, SAFETY AND WELLBEING

8.1 **Health, Safety and Wellbeing Report April 2026 to 18 May 2026** – J Millward (Chief Executive)

J Millward presented the report, which provided an update on Health, Safety and Wellbeing matters for the period from 17 April to 18 May 2026.

Deputy Mayor Redmond sought clarification regarding incidents at Rangiora Airfield, and J Millward advised that there had been three incidents during the reporting period.

Councillor Cairns enquired whether staff received training on the manoeuvring of trucks and diggers on and off trailers. J Millward confirmed that appropriate training was provided to all relevant staff.

Councillor Bartle noted that a padlock at the Woodend Wastewater Treatment Plant had been cut and asked whether any additional damage had occurred. J Millward reported that there was limited surveillance; however, no further damage had been identified. Further investigation would be conducted, and the padlock had been replaced immediately.

Councillor McLaren queried why the powerline strike and the back injury were not classified as notifiable events to WorkSafe. He also expressed interest in using ground-penetrating radar prior to excavation, noting that it had not detected the cable and suggesting that this may indicate the cable was not live. J Millward responded that he would follow up on these matters.

Councillor Mealings asked whether the Council could take steps to improve the accuracy of data on the locations of cables and other underground services, noting that it often did not align with recorded positions. J Millward explained that, in many cases, the original installation of fibre and other underground services had occurred without formal planning or detailed mapping. He noted that some fibre had simply been trenching in quickly, without comprehensive documentation. As a result, while best efforts were made to locate cables using appropriate equipment, it was not always possible to do so accurately, particularly for infrastructure installed more than 25 years ago.

Councillor McLaren moved an amendment to the staff recommendation, noting that, in his view, there were likely two events from May 2026 that met the threshold for notification to WorkSafe. He observed that the report stated there were none, and he considered that clarification was required. J Millward noted that the Council could not assume an event was non-notifiable without confirmation and emphasised the importance of obtaining the necessary follow-up information.

The report was left to lie on the table until later in the meeting, pending confirmation of the correct wording before the close of business.

Moved: Councillor McLaren Seconded: Deputy Mayor Redmond

THAT the Council:

(a) **Receives** Report No. 260519119577.

(b) **Notes** that there were no WorkSafe notifiable incidents this month. The organisation is, so far as is reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) under the Health and Safety at Work Act 2015.

(c) **Circulates** this report to the Community Boards for their information.

CARRIED

Councillor McLaren noted that a strict interpretation of the legislation would have required at least two of the events that occurred in May 2026 to be notified. However, WorkSafe, in its role as regulator, had taken the position that those particular activities did not require notification. He emphasised, nonetheless, that this placed an obligation on the Council, as a PCBU, to remain vigilant in managing such matters.

9. MATTER REFERRED FROM THE AUDIT AND RISK COMMITTEE

9.1 **2026 Audit Planning Letters from Audit New Zealand** – C Genet (General Manager Finance and Business Support)

(Refer to the attached copy of the report, Trim no. 260507111258, to the Audit and Risk Committee Meeting of 19 May 2026).

Councillor Doody enquired whether the policy included travel and accommodation costs, and C Genet advised that it did not.

In response to Councillor Bartle's query regarding any improvements to the service provided by Audit New Zealand, C Genet advised that the report reflected the standard scope for an audit. He noted that the only way to reduce costs was to manage the quality of information supplied and adhere to timelines, enabling the audit to be completed as efficiently as possible.

Deputy Mayor Redmond asked why the Council's Portfolio Holder for Finance had not been included in discussions with Audit New Zealand. C Genet responded that he believed this had been an omission in the document, as the Portfolio Holder had, in fact, been present at the meeting.

Moved: Councillor Ward Seconded: Councillor Bartle

THAT the Council:

(a) **Approves** the Audit Engagement Letter and Audit Proposal Letter for the three years ending 30 June 2028, with the Mayor to sign both letters on behalf of the Council.

(b) **Notes** the contents of the Audit Plan, including the areas of audit focus and timetable for the audit.

(c) **Approves** additional budget of $29,978 for the audit fee in the 2025/26 financial year.

(d) **Notes** the audit fee has increased by $29,787 from $285,071 to $317,158. The increase in audit fees is attributed to a revised staffing mix for the audit, higher charge-out rates for auditors, higher OAG Audit Standards and Quality support fees, and the removal of the previous $15,004 discount on the audit fee.

CARRIED

Councillor Ward noted that the Council had no option but to meet the increased costs; however, she queried the 10% increase and expressed the expectation that Audit New Zealand would adhere to this level and seek opportunities to reduce costs in the future.

Mayor Gordon remarked that he also had concerns regarding the increase in costs; however, in the absence of a competitive procurement process, there was limited choice but to accept it. He acknowledged the high standard of service provided by Audit New Zealand and the timeliness of the audits completed.

Councillor Goldsworthy concurred with the Mayor's comments but noted that the removal of the discount applied over the previous three years had contributed to the perceived magnitude of the increase.

10. COMMITTEE MINUTES FOR INFORMATION

10.1 Minutes of the Audit and Risk Committee meeting 17 March 2026

10.2 Minutes of the Utilities and Roading Committee meeting 14 April 2026

Moved: Councillor McLaren Seconded: Councillor Bartle

THAT the Council:

(a) **Receives** Items 10.1 and 10.2 for information.

CARRIED

11. COMMUNITY BOARD MINUTES FOR INFORMATION

11.1 Minutes of the Oxford-Ohoka Community Board meeting 8 April 2026

11.2 Minutes of the Rangiora-Ashley Community Board meeting 8 April 2026

11.3 Minutes of the Kaiapoi-Tuahiwi Community Board meeting 20 April 2026

Moved: Councillor Mealings Seconded: Councillor Goldsworthy

THAT the Council:

(a) **Receives** Items 11.1 to 11.3 for information.

CARRIED

12. COUNCIL PORTFOLIO UPDATES

12.1 **Iwi Relationships** – Mayor Dan Gordon

Mayor Gordon noted the Council had some engagement with the Mayoral Forum. The relationship was in very good shape.

12.2 **Greater Christchurch Partnership Update** – Mayor Dan Gordon

Mayor Gordon advised that he had no update to report, as the next meeting was scheduled for 12 June 2026.

12.3 **Government Reforms** – Mayor Dan Gordon

Mayor Gordon advised that he had no update to report.

12.4 **Climate Change and Sustainability** – Councillor Niki Mealings

Councillor Mealings highlighted the following:

- A rapid review of the Canterbury Climate Partnership Plan (CCPP), undertaken as part of the 2027/37 Long Term Plan process, was completed. One of the key changes identified was a shift away from the existing Canterbury-wide platform. While the review confirmed strong support for continued regional collaboration, the platform itself was underperforming, and work was underway to disestablish it and investigate alternative channels. Good progress had been made on the CCPP action list.
- Regarding the Resilience Explorer, it was noted that a workshop would likely be held in the near future to demonstrate its use.
- The District Risk Assessment Project, which was underway and considered timely given the release of the National Climate Change Risk Assessment. The national methodology would be used to ensure consistency.
- The Council's Biodiversity Coordination Group continued to meet quarterly to support improved coordination and collaboration across teams. A review of the Waimakariri Natural Environment Strategy Implementation Plan had been completed and was awaiting sign-off.

12.5 **International Relationships** – Deputy Mayor Philip Redmond

Waimakariri Passchendaele Advisory Group would meet with the Honorary Consulate of Belgium in June 2026 before she visited Belgium.

Deputy Mayor Philip Redmond visited the Oxford Area School and spoke to some Thai ECE students.

13. QUESTIONS

Nil.

14. URGENT GENERAL BUSINESS

Nil.

15. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

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

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 Ward Seconded: Councillor Cairns

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

15.1 Confirmation of Public Excluded Minutes of Council Meeting 5 May 2026
15.2 Regeneration Land Encumbrances Removal
15.3 22/28 Graffiti Abatement Maintenance Contract Extension
15.4 Opportunity to Connect Edward Street to Albert Street
15.5 Survus, Waller, and Wyatt appeal – Request for consideration of next-step options.
15.6 South Kaiapoi Mixed-Use Business Area Update

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.
MINUTES			
15.1	Confirmation of Public Excluded Minutes of Council Meeting 5 May 2026	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial), and maintain legal professional privilege **LGOIMA Section 7 (2)(a), (g) and (i).**
ADJOURNED BUSINESS			
15.2	Regeneration Land Encumbrances Removal	Good reason to withhold exists under Section 7	To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). **LGOIMA Section 7(2) and (i).**
REPORTS			
15.3	22/28 Graffiti Abatement Maintenance Contract Extension	Good reason to withhold exists under Section 7	To enable the local authority to carry out, without prejudice or disadvantage, commercial activities and enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). **LGOIMA Section 7(2)(h) and (i).**
15.4	Opportunity to Connect Edward Street to Albert Street	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial), and maintain legal privilege **LGOIMA Section 7 (2)(a), (g), and (i).**

15.5	Survus, Waller and Wyatt appeal – Request for consideration of next step options.	Good reason to withhold exists under Section 7	To maintain legal professional privilege. **LGOIMA Section 7(g)**
15.6	South Kaiapoi Mixed-Use Business Area Update	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial), and maintain legal privilege. **LGOIMA Section 7 (2)(a), (g), and (i).**

CARRIED

The meeting was adjourned at 11.20am.

CLOSED MEETING

The public excluded portion of the meeting ran from 11:20am to 3:06pm.

OPEN MEETING

16. NEXT MEETING

The next ordinary meeting of the Council was scheduled for Tuesday, 7 July 2026, commencing at 9am and would be held in the Council Chamber, 215 High Street, Rangiora.

The 2026/2027 Draft Annual Plan was scheduled for adoption on Tuesday, 16 June 2026 at 11.30am.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 3:17PM.

CONFIRMED

Chairperson
Mayor Dan Gordon

7 July 2026

Date