MINUTES OF THE MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON TUESDAY 29 AND WEDNESDAY 30 JANUARY 2019, COMMENCING AT 9AM EACH DAY.

PRESENT:
Mayor D Ayers (Chair), Deputy Mayor K Felstead, Councillors N Atkinson, K Barnett (departed 5.36pm during item 5.31, Day Two), A Blackie, R Brine, W Doody (arrived 11.15 during item 4.3, Day One), D Gordon, J Meyer, S Stewart and P Williams.

IN ATTENDANCE:
J Palmer (Chief Executive), J Millward (Manager, Finance and Business Support), G Cleary (Manager, Utilities & Roading), C Brown (Manager, Community & Recreation), N Harrison (Manager, Regulation), S Markham (Manager, Strategy & Engagement), J McBride (Roading and Transport Manager), K Simpson (Waters Manager), C Roxburgh (Water Asset Manager), O Davies (Drainage Asset Manager), G Hutchison (Wastewater Asset Manager), S Allen (Water Environment Advisor), K LaValley (Project Delivery Manager), M O’Connell (Senior Policy Analyst), K Waghorn (Solid Waste Manager), S Collin (Infrastructure Strategy Manager), R Hawthorne (Property Manager), T Ellis (Development Planning Manager), S Hart (Business and Centres Manager), D Roxborough (Implementation Project Manager – District Regeneration), M Greenwood (Aquatic Facilities Manager), T Sturley (Community Team Manager), M Bacon (Team Leader Resource Consents), M Johnston (Environmental Services Manager), B Wiremu (Emergency Management Advisor), M Harris (Customer Services Manager), A Gray (Communications and Engagement Manager), J Simon (Information and Technology Services Manager), and S Nichols (Governance Manager).

Day One
The meeting adjourned at 9.52am and reconvened at 10.10am
The meeting adjourned at 12.10pm and reconvened at 12.40pm.
The meeting adjourned at 2.40pm and reconvened at 2.56pm.
The meeting adjourned at 5.10pm and reconvened at 9.02am Wednesday 31 January 2019.

Day Two
The meeting adjourned at 10.30am and reconvened at 10.47am.
The meeting adjourned at 12.15pm and reconvened at 12.50pm.
The meeting adjourned at 3.39pm and reconvened at 3.55pm.
The public excluded section of the meeting occurred from 2.41pm to 4.46pm.

1. APOLOGIES

Moved Mayor Ayers seconded Councillor Felstead

An apology for lateness was received and sustained from Councillor Doody on Day One, who arrived at 11.15am.

An apology for early departure was received and sustained from Councillor Barnett on Day Two, who departed at 5.36pm.

CARRIED

2. CONFLICTS OF INTEREST

Nil.
3. OVERVIEW AND FINANCIAL STRATEGY

3.1 Overview - J Palmer (Chief Executive) and J Millward (Manager Finance and Business Support)

J Palmer outlined the process, order of business and reflected on the complexities of the budget review process.

J Millward provided a financial overview via a PowerPoint presentation. (Trim 190213016714).

Councillor Williams queried if depreciation should be shown on the presentation graphs. J Millward acknowledged a previous briefing outlining how depreciation works and its relationship with new works funding. He explained the impacts on renewal of assets if/when the Alpine Fault (AF8) event occurs. It was explained what would be loan funded with any assets being renewed earlier than scheduled in the case of an environmental event such as the AF8. Funding off-set other loans, investments and internal borrowing and there was a savings regime across the accounts.

Councillor Stewart express some concerned on the delivery of capital projects, intent and outcomes.

Councillor Barnett queried the general increase in insurance, and asked if the levels were appropriate. J Millward acknowledged insurance costs were higher than previously particularly in relation to above ground assets. This was primarily due to revaluation and the Fire Service Levies; both of which have budget impacts. Council assets are insured except bridges and the Council currently has full cover. J Palmer added a caveat that underground services are covered through LAPP which has funds for environmental events. It is likely that if the AF8 occurs their funds will be stretched to provide full cover to all affected councils. Staff are investigating alternatives through our broker. J Palmer spoke of the insurance risk around perils and potential of loss of full cover (similar to after the Canterbury quake events) if another major disaster occurred and acknowledged risks. It was also advised that the Riskpool call had been included in the budget. He advised premiums are increasing for professional indemnity, citing two high profile examples impacting; Southland Stadium collapse and the Edgecumbe flood. There are limited players in the current market and the FENZ increases all contribute to increased premiums.

The meeting adjourned at 9.52am and recommenced at 10.10am (day one).

4. REPORTS

4.1 Rating for Drinking Water Supply UV Disinfection – J Millward (Manager Finance and Business Support) and G Cleary (Manager Utilities and Roading)

G Cleary provided an overview of the report and reasoning for water treatments, reflecting on a December 2018 Council decision. There are budget increases on larger schemes and a reduction on some of the smaller schemes.

Councillor Stewart referred to agenda pg 113 seeking an explanation on why the new source was budgeted at $300,000. Staff provided clarification of the budget information, advising the incorrect title was used. G Cleary explained the cost of UV and filtration was required at the front end of the
Garrymere scheme. The budget sheets show the 2019/20 year and not the 10 year period. Information was clarified.

J Millward commented on the Rating Statement as the recommendation depends on where the rate assessment information is included.

Moved Mayor Ayers seconded Councillor Gordon

**THAT** the Council

(a) **Receives** report No. 190115003350.

(b) **Resolves** to include the rating proposal presented in this report into the Draft 2019/20 Annual Plan to aggregate the costs of UV disinfection treatment for water supplies into one account and establish a new uniform annual charge for each property connected to a Council water supply, with the new charge presented as a separate charge to the individual supply rates.

(c) **Notes** that this would result in current costs associated with UV upgrade projects (and in the case of Poyntzs Road a connection to another scheme as an alternative to a UV upgrade project) being taken out of each individual water supply account, and replaced by a new uniform annual charge starting at $5 per connection per year in 2019/20 to $34 per connection per year in 2028/29.

(d) **Notes** that following the consultation process associated with the Draft 2019/20 Annual Plan and consideration of the feedback received, Council will ultimately decide whether to adopt the new rating proposal or proceed with the status quo.

(e) **Notes** that if the status quo option is maintained the rates for each supply will be as per those presented under this heading in Table 1 and Table 2 of this report with each supply funding their respective UV upgrades, resulting in significant increases in the coming years on a number of the smaller water supply schemes.

**CARRIED**

Councillors Atkinson, Stewart and Williams Against

A Division was called.

For: Mayor Ayers, Councillors Felstead, Barnett, Blackie, Brine, Gordon and Meyer

Against: Councillors Atkinson, Stewart and Williams.

Carried 7:3

Note that Councillor Doody was absent at this point of the meeting.

Mayor Ayers explained his reasoning for the motion, as it would enable everyone to see what they are paying, believing it is a more transparent way of displaying the rate information.

Councillor Gordon was supportive of the proposal being consulted on, commenting that he would await feedback from the community before considering further.

J Palmer advised the new rating comment on the rates statement was required to be put in the Draft Annual Plan Consultation Document.
4.2 Wheelie Bin Rating and Charges – M Harris (Customer Service Manager)

M Harris spoke to the report, explaining the process. J Palmer spoke of the challenge post implementation and the inability to change the rate once set, along with the inability for a rate rebate. Upsizing a bin is able to be achieved, however there is an issue with a rate reduction for those seeking a change to a smaller bin due to the Rating Act. The smaller bin can be requested during the year however the adjustment has to occur the following year. J Palmer commented on the legalities of the process. J Millward commented on the differences between a rate and a charge. A rate must be maintained for the rating year. Bins would be a service charge and the technical wording and the distinguished differences were explored.

Mayor Ayers enquired if someone downsized their bin mid-year could an ex-gratia payment be made. Staff advised that no payment could be made mid-year as the Council does not have the legal ability to do so as it could be interpreted as rate manipulation. In a supplementary question Mayor Ayers enquired if it would make a difference if a person invoiced the Council for the difference. Staff advised it was a costly administrative process and there was a need to be fair to everyone. From the feedback to date many people had given considerable thought to their proposed bin size choices.

Staff commented on the amnesty period, whereby for the first three months of introduction of the new service there would be no bin swap, followed by a two month period to swap bin sizes, however there would be no rates rebate during that period.

Councillor Barnett commented on the confusion of getting the bin size right, and queried whether six months was enough time to bed in the new system. Staff believe people will work it out quickly from feedback already and observations. There is a balance on timing for being too long or too short for people to act. The rates notices are sent out in July, payable in August. Everyone will be written to confirming the choices made by the resident and offering the opportunity to change, as people can still make a choice now if they have not yet decided, before implementation.

Councillor Stewart enquired how other Councils handle people wishing to downsize their bins. Staff advised that other Councils work under the same constraints as Waimakariri, where residents pay a fixed rate and swap sizes with no effect other than a delivery fee. Many Councils do not have a swap fee (delivery fee) as it is a means of meeting waste minimisation programmes.

Councillor Atkinson suggested consideration of swapping bins only at the end of the financial year in June only. Staff advised there will be circumstances for people to swap through the year as it is seen as fair. K Waghorn advised that approximately 20 people swapped their yellow bin size last year and estimated that a similar number may down size.

Councillor Gordon, asked whether the next letter confirming people’s size choice will have details on the sizes. Staff confirmed this would be the case and that bins were also available for viewing at all three service centres. People were visiting service centres to view and consider their options on bin sizes.

Mayor Ayers enquired what would happen to the bin if returned/swapped. Staff advised it would be cleaned and re-used for other bin swaps.
THAT the Council

(a) **Receives** report no. 190112002602

(b) **Notes** the charges applicable for each of the scenarios when joining, changing and stopping bin collection services.

CARRIED

Councillor Brine commented that anecdotally a large proportion of people who use bins are engaged and informed of the choices. He would expect a small number of changes, but people were generally giving serious consideration to the size of bin that would suit their current situation.

Councillor Barnett asked for more information on the timing and the need for good communications around the process. Councillor Barnett recognised the need for choice. Staff advised the Council website will be updated once decisions were made today and further correspondence with the community would occur.

4.3 **Zone Implementation Programme Addendum (ZIPA) implementation – WDC role and funding options – G Cleary (Manager Utilities and Roading) and C Brown (Manager Community and Recreation)**

G Cleary spoke to the report commenting on the options available whereby option one related to $100,000 allocated in 19/20, and option two that aims to provide some funding for implementation projects and a biodiversity officer. This is an additional person to the current biodiversity officer (S Allen) that sits with the Utilities team. It is proposed the new position would sit with the Greenspace team.

Councillor Gordon sought clarification on the current status of the ZIPA. J Palmer commented that the ZIPA recommendations were received by both Environment Canterbury (Ecan) and the Waimakariri District Council in December, and the recommendations were endorsed by this council. As the ZIPA recommended changes to the Land and Water Strategy, Ecan would work through the processes of change. It is however a non-statutory piece of work which is subject to the willingness of all parties. It was confirmed that discussions had started with Ecan at a high level regarding commitment, timetabling, and identification of project work priorities. The planning work and discussions are ongoing.

S Allen provided an update on regional funding. G Cleary commented on staff resourcing and funding at a regional level and the work occurring to ensure funding would be going into this district, and continuing to be proactive with Ecan whilst balancing time and resource with project success.

Councillor Gordon sought clarity on the options and best position for regional funding. G Cleary explained the differences between the options.

Councillor Stewart asked about approaching Ecan regarding a Memorandum of Understanding (MOU) and sought clarification that the targeted rate would come from the regional rate. J Palmer advised some form of agreement with Ecan is sensible, however details will not become apparent until Ecan progresses through its Draft Annual Plan. Conversations will continue. S Allen advised targeted rates had not yet been fully considered, however Ecan were considering a regional wide rate for biodiversity. G Cleary commented that the MOU may include seed
Councillor Barnett reflected on public feedback and the importance of clean water/streams, enquiring if the new biodiversity position would be able to support community initiatives. G Cleary confirmed it was intended the person would provide some direction for community initiatives, although focus will be predominately related to waterways. J Palmer commented on options being considered ie a particular stretch of river with substantial input and effort, which would make a substantive impact on a particular area rather than thin work across greater area. S Allen commented on 50% implementation focus of projects. J Palmer commented that a national policy on biodiversity is expected with a greater call from Territorial Local Authorities and Regional Councils to implement plans related to the strategy, thus increasing varied demands for biodiversity officers.

Councillor Barnett enquired if WDC was considered as leading the way. Staff confirmed that was considered to be the case.

Councillor Blackie enquired if Ecan had any funds other than targeted rates to contribute towards meaningful projects. S Allen advised that Ecan staff resource was currently focussed on the Draft Annual Plan rather than the ZIPA, and could not advise further at this stage, however staff would continue to monitor the situation.

Councillor Williams sought clarification between the options in the staff recommendations. Staff advised that option two will enable access to funding and see physical works. Option one and two would see operational impacts on the ground. Option three related more to planning phases. If approved for the additional staff resource was approved WDC would then leverage national and regional funding.

Councillor Atkinson sought confirmation that Ecan were in the process of advertising for a biodiversity officer and the timing impacts for WDC. G Cleary advised staff were aware of that position, which would be an Ecan person for North Canterbury, however the WDC position would not be substituting that position. Councillor Atkinson queried if option one was the most appropriate option. Staff advised that the proposed Ecan role is an existing replacement position that has been restructured however it is essentially the same resource. Staff advised option two was recommended as the WDC position would not fit within the Ecan area, reflecting on the ZIPA framework.

Councillor Doody enquired if the biodiversity officer would benefit the Waimakariri community. G Cleary confirmed it would and feedback is that the public would like to see more work in this area as it will be about working with land owners and working towards the best outcomes for the environment.

Councillor Doody enquired if the Hurunui Council still have a biodiversity officer and whether we work with them. S Allen advised there was no biodiversity officer currently at Hurunui, however some other councils do have such a position and knowledge would be shared.

Moved Councillor Stewart    seconded Mayor Ayers

THAT the Council

(a) Receives report No. 181217148924.

(b) Adopts Option 2 presented in this report for consultation as part of the 19/20 Annual Plan. This is primarily for WDC to provide an
education/advisor role, with a limited coordination role for ZIPA implementation. A primary leadership role in implementation is to be taken by Environment Canterbury and/or other agencies.

(c) **Approves** the funding of Option 2: Implementation of the ZIPA at an additional cost of $205,000 for 19/20 and 20/21 from the general rates, for inclusion in the Draft Annual Plan.

(d) **Notes** $100,000 per annum for 19/20 and 20/21 for ZIPA Implementation has already been approved from the District Drainage account in the Long Term Plan, which is funded from the general rates.

(e) **Notes** Option 2 funding would bring the total ZIPA implementation funding to a total of $305,000 per year for the 2019-21 financial years. Option 2 additional funding includes primarily Recreation of the role of a WDC Biodiversity Officer, who would have a dual role i.e. also implementation of biodiversity regulations under the WDC District Plan.

(f) **Notes** that WDC will continue an existing leadership role for drainage maintenance, urban waterway education and monitoring, and stockwater race management (ZIPA Recommendations 1.4 (j), 1.14, 1.25 and 4.12.)

(g) **Endorses** WDC approaching Environment Canterbury to discuss an agreement mechanism, which could include a Memorandum of Understanding, in which WDC would receive funding for ZIPA implementation, if a targeted rate for Waimakariri ZIPA implementation was under consideration, or levied, by Environment Canterbury.

(h) **Endorses** a review within two years of the ZIPA funding allocation and resourcing, in line with Long Term Plan and Annual Budget processes, to reassess the role of the Council and whether ZIPA objectives are being met.

(i) **Notes** that a report on the governance and operational structure for the on-going implementation of the ZIPA will be presented to Council before the end of this Financial Year.

(j) **Circulates** this report to Community Boards and Waimakariri Water Zone Committee.

**CARRIED**

Councillor Stewart congratulated staff on the huge job undertaken to date, which in her view provided coherence and was a sensible middle ground approach in her view. Councillor Stewart stated that there was already $100,000 in the budget to progress the programme and an extra $200,000 now was welcomed to build on the work already underway from groups such as the Cam River Enhancement Group. Councillor Stewart believed this illustrated the WDC focus of 50% towards the ZIPA and 50% towards District Plan aspects. Biodiversity was worthy of the significant focus in her opinion she believed this was a balanced approach. Councillor Stewart reflected on experiences with Ecan project development and the Waimakariri Water Zone Committee plans over the coming years. Councillor Stewart believed the public were calling for measurable differences and looked forward to the public being involved in more projects.

Mayor Ayers considered this phase as a highlight of the consultation document and that this Council would be at the front of change. He remarked that the community are asking for enhanced waterways and biodiversity is a good indicator of river health but it is not the only aspect, as it is also about engaged species flora and fauna. Mayor Ayers endorsed the motion and would look forward to a variety of measurable progress.
Councillor Barnett believed WDC were reflecting the views of the community, commenting on the criticality of Ecan working together with the community as local knowledge and focus was important. Councillor Barnett commented that she would like to see more focus on river projects but understood Mayor Ayers comments on diversity. Councillor Barnett was supportive of the need for a coordinator for funding options and the ZIPA needs to be given life for community wellbeing.

Councillor Gordon was supportive of option two and endorsed Councillor Stewart’s comments.

4.4 Kairapoi East Regeneration Area retained roads, proposed reallocation of Earthquake Infrastructure Recovery Programme Budget – D Roxborough (Implementation Programme Manager – District Regeneration) and J McBride (Roading and Transport Manager)

D Roxborough outlined the report seeking to reallocate funding within budgets. The budget was explained and there was no net increase or rating implications on the budget.

Staff explained that NZTA (NZ Transport Agency) subsidies which were reflected in recommendation (d) and advised a report would be presented to the February meeting of the Regeneration Steering Group in relation to roading upgrades. Staff were currently in discussion with NZTA to ascertain if additional funding could be achieved.

Moved Councillor Blackie seconded Councillor Meyer

THAT the Council
(a) Receives report No. 190115003160.
(b) Approves the effective reallocation of existing road decommissioning budget of up to $600,000 of WDC funded budget from the Earthquake Infrastructure Recovery activity to the District Regeneration activity, for the purposes of rebuilding the roads that are now planned to be retained in Kairapoi East. This will supplement the existing budget of $2,060,000 within the District Regeneration activity for the various retained roads upgrades.
(c) Notes that this budget transfer is an estimate based on anticipated unused budget within the Roading Recovery programme once all planned roads are decommissioned; and that the full remainder of the road decommissioning budget may not be required in its entirety for the roads upgrades.
(d) Notes that the Cost Sharing Agreement with the Crown would no longer be applicable to the proposed road upgrade works, however these works may attract a NZTA subsidy instead.
(e) Notes that the budget reallocation would be effected financially by a net reduction in the "EQ Recovery – Roading" activity budget and a corresponding increase to the “EQ Recovery – Red zone” activity budget, with no net increase in earthquake recovery expenditure.
(f) Circulates this report to the Regeneration Steering Group for information.

Carrried

Councillor Blackie believed the situation was well explained.
4.5 Roading Report to Annual Plan on Travel Demand Management Measures – J McBride (Roading and Transport Manager) and G Cleary (Manager Utilities and Roading)

J McBride spoke to the report advising that staff were in the early stages of discussions with Christchurch City Council (CCC) and NZTA, particularly in relation to Park and Ride proposals. There was a possibility that NZTA funding sitting in years 2025-2027 may be brought forward. It was proposed to move forward $40,000 WDC funding into this year and a further $60,000 into next year’s budget to enable investigations related to Park and Ride to commence. J Palmer provided context in relation to the Northern Corridor development and commitment to transport solutions.

Councillor Gordon enquired what the partners could contribute. J Palmer commented on the proposed high occupancy vehicle lane (HOV) and third lane developments on the Northern Corridor.

Councillor Barnett queried messages to ratepayers. Staff advised that this report related to investigative work, specifically Park and Ride and improving efficiencies of transport including public transport.

Councillor Williams enquired if staff were looking at designated areas for Park and Ride operations. J Palmer commented on several Park and Ride options in the future, and informal community arrangements that currently occur.

Moved Councillor Atkinson    seconded Councillor Blackie

THAT the Council

(a) Receives report No. 190109001703;
(b) Approves $100,000 of funding for Park & Ride from the 2025/26 year be brought forward, $40,000 to the 2018/19 year and $60,000 to 2019/20, to allow for investigation and planning work to be carried out;
(c) Notes that this will be funded out of the Strategic Roading account;
(d) Notes that there will be no effect on rates;
(e) Notes that staff will continue to work in conjunction with the Greater Christchurch Partners to determine the scope of Travel Demand Management required;
(f) Notes that it is likely funding for Park & Ride will need to be brought forward from 2025/26 and 2026/27 years as part of a future AP or LTP process, to allow for these facilities to be developed.

CARRIED

Councillor Atkinson commented that the work was going to be done at some stage, and this motion brings the work programme forward. He reflected on Cranford Street developments and the need to work with partners to achieve the plans.

Mayor Ayers reflected on traffic volumes in various areas of the district and Christchurch City.

Councillor Meyer believed the proposal was a positive move to encourage Park and Ride and the ongoing relationship with Christchurch.

The meeting adjourned at 2.40pm and reconvened at 2.56pm (day one).
4.6 Report to Annual Plan on Town Centre Feature Lighting and decorations—J McBride (Roading and Transport Manager), G Cleary (Manager Utilities and Roading) and C Brown (Manager Community and Recreation)

J McBride reflected on discussions and developments to date. Staff were continuing to work with MainPower and the lighting supplier to get the lights working as proposed. Staff were requesting additional funding for trees and decorations to be installed and removed each year and an additional $50,000 for a specialist lighting person to work with the Community Boards to develop future projects.

Councillor Gordon queried the benefit of establishing a working party to co-ordinate discussions and questions. Staff would consider the suggestion and could bring a report back to the Council for terms of reference and membership.

Councillor Felstead sought clarification on which budgets were suggested as the source of funding. Staff advised it was 50/50 from the roading and reserves budgets. There is an option that 75% goes to the general rate and 25% is funded from the commercial area of Rangiora and Kaiapoi.

Councillor Williams requested a meeting with MainPower. Staff acknowledged the request, advising that they were in continuous discussions with MainPower and there was a strong desire at the senior leadership level with MainPower to get the lights working correctly. G Cleary spoke of benefits of having working party.

Councillor Barnett sought benefits of both funding options. J Millward advised that rate impact information could be provided the following day.

moved Councillor Gordon seconded Councillor Williams

That the Council:

(a) Receives report No. 190111002267;
(b) Approves additional annual operation budget of $8,000 for the installation of the Christmas trees and decorations each year;
(c) Notes that staff will work with Mainpower to resolve the faults with the fairy lights and to ensure the feature lighting in High Street is functioning correctly;
(d) Notes that staff will hold a session with both the Rangiora-Ashley Community Board and the Kaiapoi-Tuahiwi Community Board in February 2019 to review the lighting and decorations carried out to date;
(e) Instructs staff to undertake further work to determine the level of feature lighting and decorations outcome sought in 2019/20 and notes that an implementation plan will be developed;
(f) Allocates a budget of $50,000 in the 2019/20 year so that a specialist lighting designer can be engaged to explore options around future lighting and for staff to further investigate decorations. A longer term plan for both lighting and decorations in the town centres will then be developed in conjunction with the Rangiora-Ashley Community Board and the Kaiapoi-Tuahiwi Community Board;
(g) Notes there is no funding allocation for other town centres;
(h) Circulates this report to Rangiora-Ashley Community Board and the Kaiapoi-Tuahiwi Community Board for information.
(i) **Requests** staff bring a report to the Council for terms of reference of a working party between Kaiapoi-Tuahiwi Community Board, Rangiora-Ashley Community Board, the Council and staff related to the town centre lighting.

**CARRIED**

Councillor Gordon expressed his disappointment that the lighting had not worked from the beginning in the way that everyone had anticipated. However, when the trees and general lighting was working positive feedback had been received.

Councillor Williams endorsed his colleague’s comments, believing progress was heading in the right direction.

Mayor Ayers stated his own observations and also that he had not received any negative comments as many people were about during the daytime. Feedback related to the Christmas trees and decorations on the Ruataniwha Kaiapoi Civic Centre were positive.

**4.7 Development Contribution Policy 2019/20 – M O’Connell (Senior Policy Analyst)**

M O’Connell provided a brief overview to the policy, which involved a full legal review. The policy was presented in conjunction with the following agenda item (report 4.8).

Moved Councillor Atkinson seconded Councillor Williams

**THAT** the Council

(a) **Receives** report No. 181107130836.

(b) **Approves** the Draft Development Contribution Policy 2019/20 for consultation as a Special Consultative Procedure as part of the 2019/20 Annual Plan.

(c) **Notes** that this update has been undertaken through the Development Contribution Internal Review Group.

(d) **Notes** that proposed updates to the Development Contributions Schedules are presented in a separate report (No. 190110002171).

**CARRIED**

Councillor Atkinson believed it was a good report that provided appropriate information.

**4.8 2019/20 Development Contribution Schedules – K LaValley (Project Delivery Manager)**

K LaValley spoke briefly to the report. Staff noted and clarified several errors in the information, specifically related to Mandeville and Ohoka.

Councillor Gordon noted percentage changes and queried Government costs. Staff advised there was no growth component and UV aspects were rates funded, explaining the complexities and legal implications.

Councillor Atkinson queried future maintenance of UV treatment. G Cleary clarified that there is no charge to developers for future maintenance.
J Millward advised Development Contributions are under a lot of pressure nationally and it was likely that the Council will be challenged as to the robustness of the process.

Councillor Barnett queried the Loburn Lee area which staff explained and clarified.

Councillor Atkinson queried any scheme that has growth and sought clarity. Staff explained invested assets versus capital costs and what attracts development contribution or rates.

Moved Councillor Barnett  seconded Mayor Ayers

THAT the Council

(a)  Receives report No. 190110002171.

(b)  Approves the Draft 2019/20 Development Contributions Schedules for consultation with the 2019/20 Annual Plan.

(c)  Notes that proposed updates to the Development Contribution Policy are presented in a separate report (No. 181107130836).

CARRIED

Councillor Barnett appreciated the explanations given and adjustments made.

Mayor Ayers reflected on possibilities of discouraging growth.

Councillor Barnett, in her right of reply, stated she would prefer not to discourage growth but manage the situation sensibly.

MATTER REFERRED FROM THE MULTI-USE INDOOR SPORTS FACILITY PROJECT STEERING GROUP MEETING OF 13 DECEMBER 2018

4.9 Project Manager’s Report December 2018 – C Sargison (Manager Special Projects)

C Brown provided an overview of the report, commenting on the equipment anchors under the floor for use during gymnastic events. The report sought to investigate a change in the flooring requirements to fit the equipment anchors during construction, as retrofitting was not a viable option.

Councillor Williams sought clarity on other groups contributing to fund the facility, enquiring if the gymnastics group would also be contributing towards the facility’s overall cost. C Brown explained the gymnastics club were currently looking for a permanent venue and would be contributing towards fundraising for the fit-out of the building, however it was unlikely they would have the $20,000 indicated for the anchors.

Councillor Williams sought clarification of the $1m contribution from the North Canterbury Sport and Recreation Trust (NCSRT). Staff outlined where the funds would be spent including scoreboard, curtains and seating.

Councillor Atkinson sought clarification on the legal responsibility of asset ownership if the NCSRT ceased or withdrew from the agreements. C Brown advised Council lawyers were currently working with the Trust on an agreement between the Council and the Trust, and such matters were yet to be clarified, however it was anticipated that extra fittings would remain with the buildings.
Councillor Stewart referred to the proposed site scrape and queried what mitigation related to nuisance factors is being considered. C Brown confirmed the contract included mitigation of dust issues.

Moved Councillor Brine seconded Councillor Doody

**THAT** the Council

(a) **Receives** report No. 181205143727

(b) **Supports** staff investigating the requirements and cost for the necessary anchors to enable gymnastic events to potentially be held in the Multi Use Sports Centre.

(c) **Approves** staff undertaking a procurement process for a contractor to undertake a preliminary site scrape in March/April 2019.

(d) **Approves** staff undertaking a Registration of Interest process for the main construction contract.

(e) **Notes** that there will be a further report to Council on the outcome of the Registration of Interest process.

(f) **Notes** that construction is planned to commence around 22 May 2019.

**CARRIED**

Councillor Stewart Abstained

Councillor Brine remarked that he saw this motion as future proofing and a sensible way forward.

Councillor Doody remarked that it was practical to undertake the anchoring work now as retrofitting such a requirement was not feasible.

**BRIEFING**

**Proposed Rangiora Tennis Development – C Brown (Manager Community and Recreation)**

C Brown spoke to a presentation (Trim 190217018023). There were currently no public tennis courts in Rangiora. It was advised there were three tennis clubs in Rangiora, Southbrook and Fernside with Rangiora and Southbrook considering merging. All the club courts and/or supporting infrastructure at the facilities require investment to bring them up to a good standard. It is hoped that a merger would enable a new facility to be built which will revitalise and promote tennis incorporating programmes, competitions and coaching. There are currently a combined membership of 70 members, with a vision is to increase it to 380 people.

Staff advised that they have been working with the clubs for many years and options such as Pentecost Road were investigated but not progressed. Coldstream Road has been proposed and consulted as part of a master plan for the wider reserve. Ten courts with car parking and clubhouse were proposed for Coldstream Road.

The tennis clubs would like to work with the Council on progressing the Coldstream Road proposal. The clubs would use income from the sale of their current land estimated to be approximately $1m. The Council currently has $500,000 in its tennis court renewal and carryover budgets, leaving a shortfall of approximately $500,000.

Staff noted there was potential for a reallocation of $315,000 from the carryover budget and a further $200,000 of funding in the hard court renewals budget.

*Refer to item 5.11 for new resolution and debate comment that occurred on day two.*
4.10  **Aquatic Facilities Increase to Fees and Charges – M Greenwood (Aquatic Facilities Manager)**

M Greenwood provided an overview of the report, advising that power and labour costs are a primary factor for increased operational costs.

Councillor Gordon enquired about the Gold Card system. M Greenwood explained Gold Card pricing is senior citizens prices which remains unchanged.

Councillor Stewart enquired if the proposals are in line with other regional pool increases. M Greenwood advised it was all relative to the facilities provided. J Palmer commented the Council was likely to see a recurring theme of seeking increases next year due to the impact of the introduction of the living wage.

Councillor Stewart enquired if a comment should be included in the consultation documentation that charges likely to increase in future years. J Palmer indicated that where the Council can signal increasing charges then it is appropriate. Staff will continue to review the relative balance between rates and user charges.

Moved Councillor Atkinson  seconded Councillor Doody

**THAT** the Council

(a)  **Receives** report No. 190118005113.

(b)  **Approves** increases to Aquatic fees and charges as detailed in table 4.1 Proposed Aquatic fees and changes to take effect from 1st July 2019, for inclusion in the draft Annual Plan.

**CARRIED**

Councillor Atkinson stated that it is evitable to have increases for staff wages and operational costs and saw a need to increase user fees to limit the direct impact on the ratepayer.

Councillor Doody commented on the need to be mindful of children needing to learn to swim and such a programme remaining accessible and affordable.

Councillor Barnett reflected on the timing of school charges and misalignment with school budgets which is December (as opposed to financial July year). Councillor Barnett reflected on the reduction of pool use when Christchurch’s new QEII pool complex came on stream and other Christchurch facilities come into operation. However usage is very busy at times and suitable for all in the community and the pools were a valued community asset. Councillor Barnett accepted the relationship between the proposed increases and rising wages, petrol, and living costs.

Councillor Atkinson stated it was about finding a balance, and accepting responsibility to contribute towards people learning to survive in the water, however parents have responsibilities too. Councillor Atkinson stated he did not want to see the ratepayer portion increase.

4.11  **Trevor Inch Memorial Library Fan Installation – C Brown (Manager Community and Recreation)**

C Brown spoke to the report and commented on the associated technical report. Staff were receiving more feedback from the community on the high temperatures experienced in the library during the warmer weather.
He outlined the current situation and the suggested option to improve the library environment. To retrofit mechanical cooling would be more expensive and not practical at this time until the library was extended, and it was recommend a fan system as the most practical option at this time.

Councillor Gordon enquired as to the cost to provide a mixed mode or full air-conditioning. Staff were unable to advise exact cost but spoke of the difficulty in controlling air flow in the library environment.

Councillor Gordon enquired about noise from the proposed fan, and whether it created low velocity noise. Staff advised the expectations that the temperature would drop three to four degree from the outside temperature as the fan would draw cool air up and hot air out through the windows.

Councillor Brine enquired about staff welfare working in the heat and health/safety aspects. It was advised the staff room area is cooler than the main library area, which has more people, acknowledging staff were working in uncomfortable conditions in the main part of the library. J Palmer commented on staff feedback.

Councillor Gordon expressed a desire to receive a cost for proper air conditioning. Staff advised it was not practical to retrofit such a system, nor from an aesthetics aspect.

Councillor Doody enquired about blinds. Staff advised the library was already doubled glazed with tinted windows.

Moved Councillor Barnett  seconded Councillor Brine

THAT the Council

(a) Receives report No. 190118004976
(b) Approves a budget of $20,000 for the purchase and installation of a large fan in order to provide passive cooling for the Trevor Inch Memorial Library.
(c) Notes that cooling by mechanical methods will be further investigated at the time of the planned Rangiora Library extension.

CARRIED

Councillor Barnett remarked that while it is not an ideal outcome there is a need to do something. This proposal indicates how important it is to upgrade the library, with the need for more space and facilities as it is a high volume usage library. This motion would improve the comfort level for staff and patrons. However, there was a need to look at the upgrade of the facility in conjunction with Service Centre upgrade.

Councillor Brine stated he accepted the consultant’s comments and how it comes back to health and safety.

Councillor Gordon was supportive of the improvement, seeing it as a step in the right direction, concurring with Councillor Barnett’s comments.

Councillor Atkinson held some concern related to noise if retrofitting air conditioning units and commented on the importance to get it right in the future development phase.

BRIEFING

Rangiora Service Centre building update – R Hawthorne (Property Manager). This briefing was postponed to 12 February 2019, and subsequently 19 February 2019.
4.12 **Asset Management Information System – S Collin (Infrastructure Strategy Manager)**

S Collin spoke to the report outlining the reasoning and explaining why the project had not been included in Long Term Plan. At the time it was thought the project could be funded from other projects, but it is now not the case. The Council owns over $700m assets across three operational units and there is no central information system to capture and assess information effectively. This proposal would aid that information capture.

There were no questions for staff.

Moved Councillor Atkinson    seconded Mayor Ayers

**THAT**

(a) **Receives** report No. 190109001460

(b) **Approves** additional funding of $840,000, funded via the Information Technology projects budget, for the implementation of an Asset Management Information System using the TechOne asset management modules.

(c) **Notes** that licensing for the TechOne Asset Management module is already paid for and available as part of our contract with TechOne

**CARRIED**

Councillor Atkinson commented on the importance of capturing the information for future reporting and management.

4.13 **Elderly Housing Activity Review – R Hawthorne (Property Manager)**

R Hawthorne summarised the report, highlighting key aspects. He commented on the in-house management and additional support services that are not offered by management agencies.

Councillor Williams asked about buildings being up to building code. R Hawthorne advised all buildings had been checked for asbestos and insulation and assessed for future needs. Staff are moving towards the next phase of refurbishment over the next few years. R Hawthorne spoke about practicalities and that where there is limited access for insulation there is no legislative requirement to undertake the work. All other aspects of the buildings are up to the current Building Code.

Moved Councillor Atkinson    seconded Councillor Gordon

**THAT**

(a) **Receives** report No. 190122006022

(b) **Receives** the Section 17a Report No. 190122006048

(c) **Approves** the continuance of the Pensioner Housing Activity with in-house management

(d) **Notes** the District Plan Review team will lead a Housing Needs Assessment for the District (with support from the Property Unit), taking into consideration the forecast supply and demand for different housing typology, constraints on supply by the private sector, potential demand for social housing provision and what role (if any) Council may have in provision of targeted housing support.

**CARRIED**
Councillor Atkinson stated he was pleased to see the recommendations and was supportive, based on feedback from residents and level of service and assistance provided. He commented on the importance for the Council to be involved with elderly person housing, reflecting on the importance of it being cost neutral.

Councillor Gordon concurred with remarks made and believed the Council should continue its involvement in the community housing sector. Councillor Gordon acknowledged some upgrading work was yet to be done however that would be programmed over time.

_The public excluded portion of the meeting occurred from 2.41pm to 4.46pm._

### 4.14 Affordable Community Housing Activity Review - R Hawthorne (Property Manager)

This report was considered in the public excluded section of the meeting.

### 4.15 FENZ Proposal to Acquire 51A, 51B and 53 Hilton Street (Go Bus Site), Kaiapoi – S Hart (Business and Centres Manager) and R Hawthorne (Property Manager)

This report was considered in the public excluded section of the meeting.

### 5. BUDGETS

#### 5.1 Roading

J McBride provided an overview of the budgets being year two of NZTA subsidised budgets. It was explained variations of asset increases and that there were no impacts on the operational budgets. J McBride commented on the capital projects budgets and anticipated carryovers for the 2019-20 year, ahead of consultations and planning work, advising that the forward works programme has been revised and pushed out. Staff advised that the Skew Bridge project was awaiting design approval however it was not scheduled for construction in the 2019-20 year. It was advised the roading maintenance contract was due for renewal in 2020 and preparation for contract documents would begin later in 2019. Staff reflected on various business projects being scheduled, particularly in relation to passenger transport. It was also advised of ongoing discussions with Christchurch City regarding maintenance of the old Waimakariri Bridge (which is 50/50 share responsibility), however scheduling of works is yet to be determined.

Councillor Atkinson reflected on current damage to the old Waimakariri Bridge and asked if there needed to be a budget for damage related incidents maintenance. G Cleary explained how bridge maintenance is handled and would speak to Christchurch City regarding the timetable of repairs, in an endeavour to bring forward repairs.

Councillor Gordon queried the Oxford Road/ Charles Upham Road improvement project. Staff confirmed the design was complete and staff would be briefing the Rangiora-Ashley Community Board mid-February, before finalising the details.

Councillor Williams queried land purchases for car parking related to capital projects. Staff advised that it was proposed to push out those projects to 2020-21.
Councillor Williams queried the cycleway between Kaiapoi and the Waimakariri Bridge. Staff confirmed the project was still scheduled to connect from the Motorway Bridge to Kaiapoi.

Councillor Williams queried footpath construction projects on pg 14. Staff explained it related to a carryover from this financial year to the 2019-20 budget. In a supplementary question Councillor Williams enquired what RANM was. Staff explained it was the annual licencing fee for a road infrastructure software package.

Councillor Barnett enquired if there was any indication of ODP timing. Staff commented on the complexities of timing and based on property developers timing.

Councillor Barnett commented on Tuahiwi and Boyes Road. Staff acknowledged the importance of roading improvements in that area and were currently working through options for potential interim steps this year to improve safety at the intersection while further longer term options are being investigated.

Councillor Doody queried the delay in Browns Road/North Eyre Road improvements. Staff advised a delay had occurred in part with resourcing and in part with property owner discussions. There is now a neighbourhood spokesperson coordinating with all neighbours and staff continue to monitor traffic volumes.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

(b) Notes that the Council will be updated as further information on the Greater Christchurch Partnership projects and future maintenance requirements for the Old Waimakariri Bridge becomes available.

5.2 Solid Waste

K Waghorn spoke to the budgets, highlighting: kerbside collection rates and bag charges; differences in Ohoka and Mandeville collection; disposal fees; fees for non-recyclable products such as polystyrene; landscaping deferral for one year and changes to charges for Oxford green waste, window glass and child car seats.

Councillor Williams queried the overhead recovery budget. Staff explained additional administration and staff time based on the anticipated additional work in relation to the kerbside area. G Cleary acknowledged it should have been known at last year’s LTP. The sharing of corporate overheads across the organisation was also explained.

Councillor Barnett queried the timing of the multi-operational services being moved out to the next LTP and not consulted this year. Staff explained the balancing of workloads and flows.

Councillor Blackie queried differences in criteria of small and large utility vehicles. Staff advised it was the difference between a single and double cab ute.
Councillor Stewart queried alignment of charges and if it was cheaper to dump at Oxford rather than Southbrook. K Waghorn commented on rates per cubic metre, however currently Southbrook is weighed and Oxford is measured by volume. Overall the charges are aligned, however in the future a weighbridge may be installed at the Oxford Refuse Station to better align the charges.

Moved Mayor Ayers seconded Councillor Atkinson

**THAT** the Council

(a) **Approves** the draft budget for the Annual Plan 2019 - 2020. **CARRIED**

5.3 **Water**

C Roxburgh provided a brief overview of the budgets advising they were consistent with the Long Term Plan forecast.

Councillor Gordon enquired on the timing of the Councils’ formal commitment to proceed with UV upgrades. Staff advised once the Council confirm the Annual Plan budget in late June, staff will prepare for construction. Staff would bring another report to the Council for consideration at the May deliberation meeting.

Councillor Atkinson queried backflow preventive maintenance. Staff explained when and where chemicals (chlorine) are used and how the LTP budgets had allowed for chemically treating all water supplies if instructed to do so by the Government following the Havelock North enquiry, however it is now not intended to chlorinate all schemes.

Councillor Stewart sought clarification on the leak detention and conservation line budget. Staff advised the project is ongoing with a portion of funding put towards education including schools. Since a report to the Council in August 2017 staff have undertaken some targeted work including utilisation of water meters to better understand water flows through the scheme and ability to locate leakage.

Councillor Stewart enquired about well maintenance. C Roxburgh advised on the five year security certification requirements and the reallocated budget being spread over the five years, rather than being all in one year.

Councillor Barnett queried increasing water costs for Cust and Summerhill and what strategy and reports were coming for Council consideration. C Roxburgh explained a rebalance of budgets which include providing resources for firefighting such area such as Cust, and commented on other schemes. There were other proposals in the LTP years five and six.

Following general discussion it was requested that summary overhead budgets are placed first in the consideration order before individual project areas. Staff noted the request.

*The meeting adjourned at 12.10pm and reconvened at 12.40pm (day one).*

Moved Mayor Ayers seconded Councillor Atkinson

**THAT** the Council

(a) **Approves** the draft budget for the Annual Plan 2019 - 2020.
Notes that it is proposed that the construction of ultra-violet (UV) disinfection projects that were proposed as part of the 2018-2028 Long Term Plan enter the construction phase in the 2019-20 and 2020-21 financial year, ensuring that all water in the district is treated to mitigate the public health risk presented by untreated drinking water.

CARRIED

5.4 **Wastewater**

Gavin Hutchinson was introduced to the Council as the new Waste Water Manager.

G Hutchinson commented on power increases for new plant and the impact on budgets, advising that staff were actively investigating ways to reduce power consumption. He summarised budget increases and commented on capital works and budget adjustments.

Councillor Gordon enquired about the power increases on the Rangiora scheme. Staff advised an investigation, utilising consultants, is ongoing, however the power provisions may have been underestimated in relation to the aeration system on the new plant, which was designed in-house. K Simpson advised a draft report had been received in the last few days, with discussions scheduled with the power company the following week. Staff were monitoring different aspects of the operation. J Palmer confirmed the best power rates were being received through the all of government contract that is reviewed every three years. G Cleary advised an update will be presented to the February Utilities and Road Committee with subsequent updates provided as the investigation progresses.

Councillor Atkinson queried electricity usage on the Rangiora and Kaiapoi aerators and the variations on the different schemes. Staff advised it was a correction from past spending.

Councillor Williams sought clarification on the rates remission. K Simpson advised it related to premises with many toilets (pans) such as schools or commercial operations and the government changes to the rating approach. Overall a business or school would pay the same amount of rate for multiple toilets, however how it occurred would involve a rates remission.

Councillor Barnett sought clarification on the apportionment of insurance across the scheme assets. J Millward spoke on the different insurances held by the Council, including above ground assets valuations plus costs and infrastructure assets (below ground) are held with LAPP (Local Authority Protection Programme) which is not through the accounts. Insurance for capital assets is scheme by scheme and varies under circumstances and values. J Millward commented on the increased fire levy impacts that have occurred since the formulation of Fire Emergency NZ (FENZ).

Councillor Barnett queried development contributions for the eastern Woodend scheme. G Cleary explained the rolling ten year timeframe, however some assets take longer, subject to the developer’s timeframe. A policy report later in the meeting would provide further clarity on the matter.

Councillor Doody sought clarification on the multiple toilet rates remission. Staff advised it is for non-residential properties, and although it will be itemised differently on their rates account the cost overall is the same.
Councillor Stewart sought clarification on a disposal facility. Staff advised it was a commercial dumping site for septic tank operators and staff propose to undertake a business case later in the year and report findings back to the Council.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED

5.5 Drainage and Stockwater Races

Drainage

K Simpson provided an overview of the budget. It was explained that the Pegasus budget lines were incorrect and the increase would move to the roading account, explaining the increased storm water assets that the Council are responsible for maintaining. K Simpson commented on the ZIPA and outlined five new capital works projects. It was advised that the 2018 flood event report indicated more work was required which has now been included in the budgets. The Council was informed about the effect of emergency works coming to fruition that were recommended from the Drainage Advisory Groups and subsequently adopted from the previous budget year.

Mayor Ayers queried placement of utilities services across reserves, specifically Pines Oval. Staff advised in pipes were generally placed on the most effective routes, however reserves were generally avoided and only used in limited situations. Sometimes topography dictated a need and staff worked with the greenspace team.

Councillor Barnett commented on improvement projects and priority listing, querying timing of the Limeside Road drainage project scheduled for 2019/20. K Simpson acknowledged that drainage is not an area that all projects have been delivered in programmed timeframes, however staff have reprioritised projects and believe completion results are now more achievable. Five projects have been identified as priorities. It was explained that Limeside Road had issues after the last rain event and there is a changing environment on the eastern side of Flaxton Road since kerb and channel has been installed; there are more businesses and more drainage maintenance matters. Staff explained the capacity issues on the north/western side of the road and flow path issues to individual properties.

Mayor Ayers commented on the rough road area of Railway Road at Southbrook. J McBride advised there were currently no upgrade plans in the roading programme, however staff could review that area again.

Councillor Atkinson reflected on the volume of carryovers and sought assurance that staff would manage to get through the work programme and reduce the amount of carry overs. O Davies acknowledged factors in the past of high carry over figures and staff have since implemented improved reporting and monitoring for assisting with improved delivery of projects.

Councillor Stewart sought clarification on what a rain garden is and does. K Simpson explained that testing was currently occurring on Rangiora High School land in East Belt. He explained how storm water is piped
under the kerb build outs to flow through vegetation (garden) and a portion will infiltrate to the ground, reducing the water load on the downstream system.

Councillor Williams queried the budget increases related to operations expenditure. K Simpson explained the three waters overhead and staffing costs, and the anticipated ZIPA implications on resourcing.

Councillor Doody asked about building requirements and the consideration of underground tanks to store roof rainwater. G Cleary advised staff were giving consideration to matters for new subdivisions and various options for reducing storm water on the downstream system. Storage tanks were one option considered, briefly outlining pros’ and cons.

Mayor Ayers enquired if consideration was being given to the types of plant species that are planted in rain gardens. Staff advised consideration is given to the type of plants as people walk through them, which is why roses are used currently in some places. Staff also saw this particular trial as an educational opportunity.

Following a query from Councillor Stewart, K Simpson commented on the Tuahiwi Stream upgrade, which involves hydraulic technology and staff working with land owners which may result in larger drains and culverts.

Councillor Barnett queried pg 187 of the budgets related to insurance costs, enquiring as to the ongoing management of costs, particularly for smaller schemes. J Millward explained insurances and advised an alternative option for future consideration was to pool together such costs and redistribute across the district. J Palmer also commented that another way is to consider the levels of insurance cover or have higher levels of self-insurance. J Palmer commented on a review scheduled for 2021/22 that related to one rating cost district wide.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft drainage budget for the Annual Plan 2019 - 2020.

CARRIED

Stockwater Race

K Simpson advised the only significant change to the operating budget related to rating charges and adjustments from when the Council changed to capital valuation based rates. It was acknowledged there were issues on the horizon related to the future maintenance of stockwater races (as currently the responsibility lies with the property owner); potentially health and safety and maintenance issues. Staff are currently reviewing the matter and will report back to the Utilities and Roading Committee in the future seeking clarification if races in front of road reserve will be the responsibility of the Council to maintain. Another aspect currently occurring is the increase in stockwater closures due to increased use of centre pivots or races no longer being needed, or a water race in residential areas. Staff continue to work with Waimakariri Irrigation Ltd and keep the Council informed.

Councillor Stewart sought clarification as to the Council arrangements with Waimakariri Irrigation Ltd (WIL). O Davies outlined race maintenance costs last year were $230,000 and this year $242,000 was budgeted and
is based on CPI. The agreement is WIL undertake the physical maintenance of stockwater races on behalf of the Council. O Davies explained the benefits and options of the current agreement.

Following a supplementary question from Councillor Stewart staff explained all stock water races are valued and rated for the first time and that WIL and WDC must rate and pay for stockwater races.

Councillor Gordon queried health and safety responsibilities, which staff commented on.

Councillor Gordon enquired if the Council had a Statement of Intent with WIL and whether it was appropriate for the Council appointed Trustee to speak to the Utilities and Roading Committee at some future time. G Cleary acknowledged a report was scheduled to come to the Utilities and Roading Committee meeting in the near future. J Palmer endorsed a visit from the WIL Chair and Council appointee to attend a Council meeting in the future.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft stockwater budget for the Annual Plan 2019 - 2020.  

CARRIED

5.6 Utilities and Roading Overheads

G Cleary provided an overview of the budget, noting the key drivers for increases related to staff number increases, particularly in the administration area. It was advised two new team leader roles in the water and roading areas had occurred to provide improved responsiveness to service requests and improved time management of overseeing contractors. A storm water engineer had also been engaged due to the greater volume of assets, and would contribute to improved responsiveness and reporting. A senior engineer advisor was due to join the staff in March to assist with driving the capital works programme timing and to manage the recommendations that came from the Local Government enquiry.

Councillor Williams queried accommodation increases in the budgets. Staff advised accommodation costs related primarily to the organisational apportionment and not specifically building rental increases. This apportionment would be explained further when reviewing the property budgets later in the meeting.

Councillor Barnett enquired if the increased resourcing would assist with managing carryovers. Staff confirmed that would be the case.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020. 

CARRIED

5.7 Project Delivery Unit
K LaValley spoke to the budgets, providing an overview of the situation.

Councillor Williams queried the increase in training costs. K LaValley explained that this reflected in the increased of staff numbers and training needs, along with higher requirements for health and safety and contracts management with not all training being in-house. There had also been a reallocation of budget amongst the Utilities and Roading unit.

Councillor Stewart queried subdivision matters. Staff explained it related to increased need and time with the public discussing pre-application matters and finished floor and flood levels. PDU staff were required to complete six minute timesheet charging. G Cleary explained where overheads are spread across the wider team/unit and the adjustments enables the budgets to be more transparent.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED

5.8 Libraries and Museums

C Brown commented on increased freight costs involving moving of books around the district and the reallocation of funds with digital services. There were less late fees as the volume of books returned late had reduced.

Councillor Barnett sought clarification on the library/community meeting space in the North Woodend area being listed in year five, and queried if the budget should be included in the building budget. Staff acknowledged the timing was listed incorrectly, as it is currently programmed for year nine, following the LTP resolution. The budget could be moved to the community space budget rather than libraries budget. The adjustments would be reflected when the report on the subject comes before the Council.

Councillor Doody queried the mode of book deliveries around the district and courier use. Staff advised that books frequently move between the three libraries and as much as practical books are moved by staff when travelling between library locations for other purposes, thus being as efficient as practical.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

(b) Notes that no new levels of service or performance measures are applicable.

CARRIED

5.9 Aquatic Facilities

M Greenwood provided an overview of the budget, advising that proposed fees and charges are not yet added to the budget, as that is still subject to Council decision.
Councillor Williams enquired about solar panels on the pool building roofs to contribute to lower power costs. Staff advised that currently no council facilities have solar panels. Electricity is sourced through the All of Government contract which ensure best rates possible.

Councillor Williams enquired about merchandise sold at the pools. Staff advised a reasonable quantity is sold and the only other local supplier for the likes of swim costumes, water wings and googles would be The Warehouse.

Councillor Gordon enquired about staff moral with pay and conditions of work. M Greenwood advised more people are staying in aquatic roles for longer periods of time. The Public Service Association (PSA) Union has a specific collective agreement with pool staff and work closely with management throughout the year, acknowledging the relationship has much improved over the past year and is looking positive for the future.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED

5.10 Community Development

T Sturley spoke of key issues, particularly community initiatives which includes seed funding and incident support to various agencies across the district. T Sturley commented on the World Health Organisation accreditation and the associated aspects, including costs involved, with the re-accreditation process proposed later in the year. Staff remarked on the grants received from agencies that contribute to various programmes including family violence and Down the Back Paddock rural safety.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED

5.11 Green Space and Community Facilities

C Brown provided a brief overview of the budgets, commenting on the tree budget across the three wards (four community areas). C Brown explained changes to several larger projects and a $35,000 increase to the cemetery maintenance budget. This particular increase reflected on an income change during the LTP and better reflects the actual costs, however fees and charges will be revised for the 2020-21 Annual Plan.

Councillor Gordon raised the previous days discussion related to the Southbrook and Rangiora Tennis Clubs and proposed an amendment to the budget.

J Palmer commented on the implications to the Council.

Councillor Barnett sought clarity regarding consultation. Staff confirmed any tennis proposal would be included in the draft Annual Plan consultation.
Moved: Councillor Gordon    Seconded: Councillor Doody

That the Council:

a) **Request** staff to enter a Heads of Agreement with Rangiora and Southbrook Tennis Clubs to establish new tennis courts at Coldstream Road and this to include a cost share arrangement and for the terms to be reported back before the budget meetings are to be finalised and this is to be consulted with the community as part of the Draft Annual Plan.

b) **Notes** that the Council share is likely to be in region of $1m which includes a $500,000 from budget reallocation and noting that the tennis clubs contribution will be in the order of $1m.

**CARRIED**

Councillor Stewart against

Councillor Gordon reflected on previous discussions held over many years to move and combine Rangiora tennis clubs and now there was an opportunity to move forward with the Council. Councillor Gordon commented on the information presented the previous day and impacts of cost share arrangements, but it was important to consult with the community. Councillor Gordon believed now was the right time to take the next steps with the clubs and the community.

Councillor Doody agreed with comments made, remarking that the Southbrook courts were in need of an upgrade. Councillor Doody believed the proactively taking steps to merge was positive. Tennis was a growing sport and if there was the ability for the Coldstream Road facility to be available to the community Councillor Doody believed it would be beneficial for the community.

Councillor Williams stated the new tennis court proposal was a ‘nice to have’ but did not believe the district could afford the option at this stage, so he would not support the proposal. Councillor Williams commented on the increasing rates and overdraft of the Council and the need to be prudent with spending as he believed there were other projects that need funding as a priority to new tennis courts. Councillor Williams commented about the new sports facility being for the community, and believed the tennis proposal was not a 50/50 partnership as the Council were seen as providing the land for nothing.

Councillor Stewart opposed to motion and reflected on the overview of increased rates at an average of 4.5% rate plus the rubbish bins creating another 3% rate increase to many in the community. Councillor Stewart reflected on people’s perception of high rates and a few years of the trend continuing as the district continue to pay for the earthquake work. Councillor Stewart was open to 50/50 proposals being considered, however cautioned it could constrain the next council. Councillor Stewart reiterated the current financial struggles of the community, the capital programme and carry over budgets. Councillor Stewart stated she would like to see more discussion and detail of the club’s proposal, as the clubs had a low membership rate which may increase to potentially 380 people, which she believed that for $1m it was a lot of investment for a small number of people to benefit from. Councillor Stewart would accept the motion to go to public consultation but would prefer that when the clubs were in a better position with funding in hand, then further discussion occur with the Council.
Councillor Barnett stated she was in favour of consultation and would await the public feedback. Councillor Barnett commented this is a private/public partnership that could save the ratepayers money rather than if the Council were to undertake a tennis facility on its own, and believed that if the Council did not consult we are doing the community a disservice. Councillor Barnett remarked about the rates reducing over time and were currently within acceptable levels and managed appropriately. Councillor Barnett stated Rangiora tennis is constrained by size, as is Southbrook, so it makes sense for the clubs to come together at a facility capable of holding tournaments. Councillor Barnett stated she was undecided on the outcome but did want to hear from the public.

Mayor Ayers spoke of the dangers if the proposal is not included in the consultation and budget. He posed the question of ‘if not now – when?’.

Mayor Ayers remarked on the advantages of undertaking some work around the indoor sports centre now. He acknowledged the cost of contributing land, which is not currently allocated for another use other than recreation. The Mayor reflected on Councillor Stewart’s comments related to the introduction of the 3bin system, and the choices people have. Waimakariri rates are not the dearest in New Zealand and on the affordability index Waimakariri has one of the cheapest rates based on averages and related to income he stated. Mayor Ayers commented that the Council is continuous, although members may change and members cannot back away from decisions because it is getting close to an election.

Mayor Ayers agreed the matter should be put in front of the community and reminded members that it is already signalled in the consultation document.

Councillor Brine reflected on the 3bin system and many people that opt in to the service will find it cheaper than what they currently pay. Councillor Brine commented that over the years croquet and the swimming pools were considered not affordable and queried where would the community be today without the great community asset that is Dudley Pool.

Councillor Atkinson believed the tennis court proposal was a worthy project but the timing was not right. He reflected on the increasing costs, living wage and the fact that this proposal was not in the budget. Councillor Atkinson remarked that staff were instructed that rates were not to be above 4.5% and this would push the rates higher toward 5%. He reflected on interest rates and the need to stick to the capital work programme, taking heed from the Standard & Poor’s warning. Councillor Atkinson disagreed with some comments on the cost of the land, and what would happen if another group wanted to utilise that land for another sport. Councillor Atkinson remarked about going out for consultation, but believed if one project is added to the budget another should come out, however, none ever do in his experience. Councillor Atkinson stated he was between thoughts on what to do, as he did not support an extra $1m of spending at this time, was conscious about an increase in operational costs and what had been asked of staff in relation to keeping rates low.

Councillor Meyer commented, as patron of Kaiapoi Tennis Club, and was proud of a potential new asset in Rangiora. Councillor Meyer commented on how the Rangiora and Southbrook Tennis Clubs have to do a lot of work to get the project off the ground. Councillor Meyer stated he was happy to seek community feedback at this stage, but cautioned that he may not support the proposal later, pending community feedback.

Councillor Blackie stated he would cautiously support the motion for consultation and reflected on regeneration projects for League, Softball and the dog park. He believed a decision needed to be made on community feedback and further information from the tennis clubs.
Councillor Felstead stated he would be interested in the indoor court facility costs when the tenders came in and it may influence where the $0.5m goes ie tennis or indoor facility.

Councillor Gordon stated he respected peoples’ varied views and encouraged members to hear what the public say about the proposal. Rangiora and Southbrook clubs coming together is a big step and they are looking at the best option for tennis in Rangiora. Councillor Gordon remarked he would like to see the proposal progress and this is the start, however he accepted there were other factors to consider over the coming months.

*The meeting adjourned at 10.30am and reconvened at 10.47am (day two).*

Mayor Ayers queried cemetery ashes, efficient use of the ground, and potential for use of vertical column memorial walls for ashes. Staff advised that such a suggestion was being considered, particularly for ashes in the Regeneration areas. Staff commented on maintenance and ground conditions. Mayor Ayers reflected on his observations.

Councillor Blackie sought clarity on the Silverstream Reserve budget that in past years had received $30,000, but not this year. Staff explained the accounting however the funds were still in the budget and will be reflected correctly.

Councillor Blackie signalled a desire for an additional $10,000 to be added to the budget for an Environment Canterbury (Ecan) Coastal Ranger as he believes the increased patrols and education was making headway into beach safety and bylaw enforcement but additional ranger time is required in his view to continue the momentum. Staff noted the request on the whiteboard to be discussed further at the end of the meeting. Refer to item 5.32.

Councillor Atkinson reflected on Te Kohaka o Tuhaitara Trust staff who are warranted rangers, along with Ecan, and improving efficiencies by the two agencies working closer together.

Councillor Williams queried the hard court renewals budget of $198,000. Staff advised it was the carryover suggested for the tennis club proposal discussed earlier in the meeting. There will still be a base budget of $54,000 that would grow, for existing basketball, tennis and netball surfaces which are currently all in good condition.

Councillor Stewart sought clarification on the Silverstream funding budget (pg 286). Staff advised this was an operational budget and there is a separate capital budget.

Councillor Stewart queried pg 277 and $20,000 for coastal native conversation. Staff advised this related to the Northern Pegasus Bay Bylaw and split 50/50 with operational and capital related matters.

Councillor Stewart queried the Christmas tree budget (pg 273). Staff advised the amount would reduce from $70,000 to $58,000 for trees and decorations and $8,000 related to installation and decommissioning each year.

Councillor Barnett queried several recreation budgets, with staff advising of reasoning for changes.

Councillor Stewart clarified what are cultural facilities with staff advising it related to the Oxford and Rangiora Town Halls. Other meeting halls are
listed as pavilions in the budgets, whilst community facilities are listed as other buildings for budget purposes.

Mayor Ayers queried the Community Arts Council and maintenance of the Chamber Gallery. Staff clarified where such grants were listed in the budget. In a supplementary question Mayor Ayers queried the budget for Art on the Quay. Staff clarified the situation.

Councillor Stewart queried various budget lines which staff advised detail of the budget.

Councillor Williams queried neighbourhood picnics and community bbq's. Staff clarified discussions and proposals.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

(b) Notes that the proposed budget has only minor changes from the projected Long Term Plan budget.

CARRIED

5.12 Earthquake Recovery 3 Waters and Roading

K Simpson commented on Feldwick Drive and work being brought forward as discussions continue with the Crown.

Councillor Gordon enquired if there were any risks with the Crown discussions. J Palmer acknowledged there were some risks associated with the $6m funding until discussions concluded however matters were looking more positive towards finishing in the anticipated space and at an earlier stage.

Councillor Barnett enquired about the other associated $8m. Staff advised further discussions were occurring in February.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 – 2020 for Earthquake Infrastructure Recovery Works.

(b) Notes that the programme is on target to be complete at the end of the 2019 - 20 year

CARRIED

5.13 Earthquake Recovery (Recreation)

D Roxborough spoke to the budgets, which related primarily to the wharf and marine precinct. It was anticipated that most of the projects would be finished this financial year, with the Terraces due to open mid-February. The large pontoon will fall into the next financial year due to the timing of the dredge work which will occur during this winter. Community facilities strengthening was complete. D Roxborough commented on the other change to the $9m budget was that $2m of funding is from the earthquake grant which will start to draw down sooner than proposed and be utilised for the Terraces project. One of the key projects being behind the timeline
is the rowing area which staff continue to work with the clubs involved. At this stage there is a concept design, but the project budget of $283,000 will be carried over to the next financial year.

Moved Mayor Ayers    seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED

5.14 District Regeneration

D Roxborough provided a brief update on the status of various projects. It was advised that the expenditure has been tracking behind the budgets but the capital spend projects are expected to gain momentum from mid-2019 onwards. It was confirmed there is nothing in the budget for the development of the mixed use business areas at this stage.

Councillor Williams queried the Food Forest Trust (FFT), not fully utilising the budget funds and whether the budget could be readjusted downwards. Staff advised the budget is $30,000 per year for three years. The FFT has spent $18,000 to date, explaining how the funds were drawn down. Staff advised that FFT had undertaken some fundraising in addition, however any reduction in Council budget was a conversation yet to have. Staff could undertake such a discussion and report back during the May Council deliberations.

Moved Mayor Ayers    seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED

5.15 Planning and Regulation Management Overhead

N Harrison commented on legal fees and explained the recent review of legal services, with the outcome being to engage Buddle Finlay for RMA related legal advice.

Councillor Blackie queried the option of having an in-house lawyer for RMA matters. Staff advised this was considered through the Section 17A review and it would be difficult to find an appropriately knowledgeable lawyer that was specialised in all aspects of RMA legislation. It was considered, at this point in time to be more effective to engage specialist lawyers dependent on the topic required. J Palmer commented on the seriousness of consideration given toward engaging in-house counsel, outlining how some of the larger councils operate for legal advice.

Moved Mayor Ayers    seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.
5.16 Plan Implementation Unit

M Bacon highlighted key changes in the budget which included the recent employment of an immediate planner. It was advised that income had increased due to a change in how enquiries are dealt with and recovery of fees and changes to cost basis and frequency of billing. Consents continue to rise and increase in complexity although this may change once the new District Plan becomes operable. Planning staff are receiving more public enquiries than past years.

Councillor Atkinson queried the Maori Reserve 873 (MR873) budget. Staff advised $30,000 is allocated for implementation of provisions and includes meetings. The MR873 process is quite different from other planning matters and takes more time to work through the processes with the applicants. Discussions also cross over with other infrastructure units.

Councillor Barnett queried the number of large capital projects experienced over recent years due to growth and the associated increased staff, enquiring if staff levels will decreased later. J Palmer responded by advising that the building and planning unit capacity is an area that is being monitored to ensure a balance between in-house and out of house staffing. The building unit tends to be under resourced in-house as its workload is often driven by population growth. The planning team are the opposite as staff resources are hard to source and consultants are used when required. Other areas monitored are after-hours services, food inspection and dog control. It is anticipated that by the end of the year the substantial planning work related to regeneration is likely to have peaked and the balance of projects are likely to be managed through the Community and Recreation unit. The Utilities and Roading units are likely to only reduce if there is a decline in growth, however natural attrition can occur and outsourced resources could be utilised when required. However ongoing asset management requires skilled staff so it is not just growth projects that affect the ongoing operations.

Councillor Barnett queried Ravenswood growth and impacts on planning. Staff responded accordingly.

Moved Mayor Ayers  seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED

5.17 Building Unit

W Taylor commented on the projected increase of new building consents for the first six months, however January 2019 dropped which demonstrates how quickly the market can change. W Taylor highlighted key changes to the budget, explaining the reasoning. There was an increase in enforcement and compliance on building work, in part due to an increase of neighbours bringing information to staff attention. There are currently sixty earthquake related building projects occurring and the district has over 900 swimming pools which are inspected every three years, with continuing education.
Moved Mayor Ayers  seconded Councillor Atkinson

THAT the Council

(a) **Approves** the draft budget for the Annual Plan 2019 - 2020.

CARRIED

The meeting adjourned at 12.15pm and reconvened at 12.50pm (day two).

5.18 **Environmental Services**

M Johnston took the report as read. He commented briefly on three small fee increases being; dogs which had not increased for four years; a new charge for illegal signage removal; thirdly related to Food Act requirements. M Johnston advised a Ministry of Primary Industries (MPI) audit had occurred last week with positive feedback being received. It was advised that service requests related to health (food/smell/animals) have increased, in part these related to a growing population and smaller properties.

Councillor Stewart queried dog registration increases, asking why differences in charges for entire and neutered dogs and whether entire dogs generate more work. M Johnston advised most councils have a different rate, as it is believed that it is more likely an entire dog will roam. In a supplementary comment Councillor Stewart remarked on the dog show fraternity (where the majority of entire dogs were shown), enquiring if there was data for such a view on roaming dogs. Staff did not have any researched data. Staff advised Waimakariri registration was less than Christchurch City.

Councillor Stewart commented on greyhound kennels in the district and registration. N Harrison advised some greyhound owners are registered, and a trainer who has many dogs, often have multiple owners. Many of the trainers are very good at keeping the Council informed of dogs listed in their kennels.

Councillor Atkinson commented on warning signs for algae bloom in rivers, seeking clarification where it was included in the budget, and asking why Ecan or the Health Board are not contributing to signage. N Harrison commented on an arrangement of assistance that had occurred for the past ten years, as the Council tend to take quicker action for erection of signage. The costs are primarily related to labour erecting signs. Signs also have Health and Ecan names on them. Staff acknowledged that from a statutory perspective it was not a Council responsibility for the signs, however the Council took the view that for a small amount of time/sign cost it is for the benefit of the community good and more expedient.

Councillor Atkinson asked for information on costs over last couple of years and questioned whether the Council name is required on the sign. N Harrison advised that a report could be furnished to the District Planning and Regulatory Committee in the near future.

Councillor Gordon queried the fee for removal of illegal signs, and asked whether this should not be enacted until the updated bylaw was enacted later in the year. Staff noted the alignment.

Councillor Gordon queried the dog pound development. N Harrison advised the facility was currently fit for purpose and health and safety
aspects had improved, however in the future matters of potentially another facility will still need to be addressed.

Councillor Gordon enquired as to the previously requested report on electronic parking information. It was advised that staff were still working on information and associated costings. J Palmer advised technology was advancing quickly and there were three streams of work that would affect the report information being; (a) Rangiora Town Centre (RTC) parking strategy; (b) parking building development and; (c) electronic signage of locations and availability.

Councillor Doody queried what amusement device licences related to. Staff advised licences were required for merry-go-rounds and slow jeep amusement arcades. N Harrison advised a fee to inspect is set by Parliament, as there is a requirement by statue for such amusement devices to be inspected. This requirement also applies to bouncy castles.

Councillor Doody enquired on previously discussed proposals for electronic monitoring and improvement of mobility parking spaces. Staff briefly commented on Christchurch and Waimakariri parking situations.

Councillor Barnett enquired about wandering stock and after-hours response times. Staff advised there is a one hour response time and are satisfied with the current level of response provided by the Council's after-hours contractor.

Councillor Felstead queried fire service inspections. Staff advised that does not occur and the budget line item will be deleted. Council do however get drawn into the long grass amenity issue.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED

5.19 Civil Defence Emergency Management

B Wiremu highlighted two items between the narrative and the budget being the cadet programme with a preferred budget option of $10,000 to enable training of ten youth per annum; and the 19% increase based on capability to protect the community which was based on experience of one Civil Defence exercise or event.

Staff advised of three new activities included in the budget being (a) Alpine Fault (AF8) and preparedness for the event and need to engage the community about the risk. B Wiremu commented on the work done in the past for preparedness and new thinking of potential building rating for welfare/operation centres. The second new activity related to the cadet programme, and the third was RT12, being one of seven teams that has specialist training and equipment. The Council budget/grant would be used to assist with the RT12 equipment.

Councillor Williams enquired if the new indoor sports facility would be considered for a future welfare centre. B Wiremu commented he would like it to be an option, but he has not been involved in the project so far. J Palmer advised the sports facility will be rated as an IL3 building and have an external generator plug. Whilst the facility does not have a commercial
kitchen, it does have many of the attributes required to be utilised for a welfare centre should the need arise.

Mayor Ayers sought clarification if RT12 were recently raising funds on the gate of the Muscle Car event. Staff confirmed that was the case. They also commented on the one-off Youth Emergency Programme (YES). It had been hoped that the programme would be a potential area for recruitment for civil defence, however it was better targeted to FENZ, St John, and Coastguard/life guard.

Councillor Gordon stated he would support the request for the cadet programme and sought assurance the programme would also investigate external funding. Staff confirmed that would be the case, with the assistance of the Community Team and youth development.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED

5.20 **Strategy and Engagement**

S Markham outlined the budgets maintained a status quo between the Long Term Plan and the Annual Plan budgets. He briefly commented on operations and website development costs and improved apportionment of staff time and hosting costs.

Councillor Barnett reflected on 24-hour responsiveness online. A Gray advised 24-hour responsiveness could be considered in the future, however it was seen as having a very limited need at present and more costly than beneficial. S Markham has undertaken a survey on how people engage with social media and this will help inform discussions with staff about responsiveness. Currently responses are posted the next business day. There is a corporate project around E-services and priorities.

Councillor Stewart queried the environment monitoring budget. Staff advised it was a mix of staff time and purchasing government data on district change, economy, the four well-being's and environment which includes information from the Census and Ecan.

Councillor Williams queried the external relations budget. Staff explained it was time on engagement with government agencies and submission preparations.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED
5.21 Customer Service

M Harris spoke briefly to the report advising one additional staff member was reflected in the budget. The Oxford Bulletin is now produced privately and staff at Oxford now can assist Rangiora staff with more work. LIMs received more applications in the past year and improved efficiencies have occurred with utilising existing resources. The after-hours responsiveness was being reviewed at the present time. Staff also commented on the Snap, Send, Solve (SSS) app operations.

Councillor Gordon sought improved feedback from the SSS app when a situation/request had been completed. Staff aware and looking at improving the service. Customers could request feedback but it was acknowledged some areas of the app need improvement. General discussion occurred.

Councillor Barnett acknowledged that internal communications are reasonably good, but saw a need for contractors to improve their responses.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED

5.22 Development Planning Unit

T Ellis advised there was no significant change to the budget, commenting on staffing and the difficulty in sourcing additional planning staff.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED

5.23 Economic Development

S Markham spoke briefly to the budget advising that the District Promotions plan will be advised through the Audit and Risk Committee in the near future.

Councillor Gordon commented on the volume of reporting from ENC and frequent attendance at the Audit and Risk Committee. S Markham spoke of the required reporting duties, being six monthly reports. There had also been some additional engagement involving the renewal of the district promotions contract which was important.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED
5.24 Finance

J Millward spoke to the budget advising there were no significant changes. It was advised $50,000 had been removed from the budget.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED

5.25 Canterbury Museum

J Millward explained that levies had increased 5% as expected and budgeted on rates had been factored in. The Museum would be coming to the Council in April to discuss its Annual Plan.

Following a question from Councillor Gordon it was advised that a $700,000 levy was held by the Council.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

(b) Agrees to a Canterbury Museum draft Annual Plan referral period for six weeks from Friday 15 March 2019, concluding 26 April 2019;

(c) Notes the draft Canterbury Museum Plan is planned to be approved for consultation on 11 March 2019 and intend to arrange a suitable time to present to the Council the draft Canterbury Museum Plan in late March or early April 2019.

CARRIED

5.26 Information and Technology Support

J Simon spoke briefly explaining the increases to the budgets, which often related to increased staff and software licences and TechOne (reflecting on a Council report last September/October). The new Intranet project was driven from the Communications team.

Councillor Gordon queried the increased accommodation costs. J Millward explained the accommodation budget and how it was allocated across all departments, and included phone/power and the Human Resources unit.

J Palmer suggested a future review of how the accommodation is charged and a potential name change.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED
5.27 Property, Housing Elderly

The report was taken as read with a brief commentary provided relating to the adjustments. R Hawthorne commented that staff were improving the data base management and customer service, and improving efficiencies of property asset information. It was commented that insurance had increased in part with Fire Service Levies and that had an impact on the budget.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED

5.28 Water Unit

J Millward spoke to the commentary explaining its operation and income streams.

Councillor Stewart queried the increase in health and safety related matters. Staff explained a new person was employed for stock and building maintenance and improved stock control. Also the Water Unit had high health and safety requirements involving policies, procedures and training.

Councillor Stewart enquired if the unit laboratory is accredited to undertake a full range of water testing ie residents concerned about nitrate levels could they bring samples and testing be done in-house. J Millward advised the lab was accredited to a certain level of water testing and undertakes preliminary tests in some areas which are then verified at another independent lab. The lab can undertake potable tests and has done some private testing in the past. Management will be reviewing the benefits of maintaining an accredited lab as water test standards increase and therefore balancing affordability and technical knowledge is ongoing.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED

5.29 Governance and Secretarial

S Nichols spoke to the report, commenting on the three areas the budgets primarily covered and the increase of staffing resource since November 2018, primarily for the Community Boards.

Several questions related to insurance were discussed and answered. A report had been furnished to the July Audit and Risk Committee. Staff were currently beginning a review of the underground asset insurance which would be reported back to the Council in due course. Insurance was globally increasing and the market providers in New Zealand had diminished in recent years for the Local Government sector, however the
Council held full insurance on its assets and this was not likely to change unless a major natural disaster occurs in Canterbury.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED

5.30 District Management

J Palmer spoke to the budget, commenting on Executive Assistance (EA) support to the management team. J Palmer indicated that for the next elected term a dedicated EA support may be required for the new mayor. This would be re-assessed later in the year.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED

5.31 Organisational HR and Development

J Palmer spoke to the commentary, highlighting the new role that documented and assisted in the analysis of risk management and capturing business processes.

Councillor Williams queried the staff increases of this unit. The comments were acknowledged by staff.

Councillor Barnett departed at 5.36pm.

Moved Mayor Ayers seconded Councillor Atkinson

THAT the Council

(a) Approves the draft budget for the Annual Plan 2019 - 2020.

CARRIED

5.32 The meeting then considered budget items it had listed on the whiteboard from the earlier discussions.

Moved Councillor Atkinson seconded Councillor Blackie

THAT the Council

(a) Approves the Summerhill Water rates movements to be ‘smoothed’.

(b) Approves the Town Centre lighting budget to be reapportioned 50% to the Roading budget and 50% to the Community & Recreation budget.

(c) Approves an additional $10,000 being added to the budget for purposes of (Environment Canterbury) Coastal Ranger (noting staff to
investigate the decrease of $10,000 from the Kaiapoi Food Forest budget)

(d) Approves the addition of $1,000 towards maintenance and operations of exhibitions held at Art on the Quay (Ruatahiwahia Kaiapoi Civic Centre).

(e) Notes the inclusion of $10,000 for a Civil Defence Cadet Scheme in the Civil Defence budget.

(f) Notes the inclusion of $1m towards Tennis facilities in the Recreation budget.

CARRIED

6. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987

Moved Councillor Felstead seconded Councillor Atkinson

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>4.14</td>
<td>Report of Rob Hawthorne (Property Manager)</td>
<td>Affordable Community Housing Activity Review</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
<tr>
<td>4.15</td>
<td>Report of Simon Hart (Business and Centres Manager) and Rob Hawthorne (Property Manager)</td>
<td>FENZ Proposal to Acquire 51A, 51B and 53 Hilton Street (Go Bus Site), Kaiapoi</td>
<td>Good reason to withhold exists under Section 7</td>
<td>Section 48(1)(a)</td>
</tr>
</tbody>
</table>

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:

<table>
<thead>
<tr>
<th>Item No</th>
<th>Reason for protection of interests</th>
<th>Ref NZS 9202:2003 Appendix A</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.14 and 4.15</td>
<td>Protection of privacy of natural persons and To carry out commercial activities without prejudice</td>
<td>A2(a) and A2(b)ii</td>
</tr>
</tbody>
</table>

CARRIED

CLOSED MEETING

The public excluded section of the meeting occurred from 2.41pm to 4.46pm on day two of the meeting.
Resolution to resume in Open Meeting

Moved: Mayor Ayers  Seconded: Councillor Doody

THAT the open meeting resumes and the business discussed with the public excluded remains public excluded for item 4.13 (Housing) and that the resolution and report of item 4.14 (FENZ) be released exclusively as public excluded to the Kaiapoi-Tuahiwi Community Board for information. All resolutions related to item 4.14 remain public excluded until all negotiations are concluded with Go Bus and FENZ.

CARRIED

OPEN MEETING

7. BUDGET SUMMARY

J Palmer and J Millward provided a summary of the budget.

Councillor Stewart commented generally and expressed her concerned that the capital programme be delivered on time and on budget. Councillor Stewart believed the previous programme was too ambitious and not achievable. Councillor Stewart welcomed changes such as increased staff resourcing. Councillor Stewart stated she would endorse this draft budget as it is needed to deliver service to our community.

Councillor Williams commented on increases in budgets and the need to spend wisely and efficiently and keep rates affordable.

Councillor Atkinson stated this was the Councillors’ opportunity to cull budgets or/and projects and therefore the responsibility sat with the Council. Councillor Atkinson believed the meeting was held in good spirit by everyone, and acknowledged comments that related to the capital programme and the need to deliver and complete projects. Councillor Atkinson endorsed the draft budget going to consultation with the community.

Mayor Ayers reflected on the process and timing going forward, with consultation occurring during March, public hearings in early May and deliberation meetings being held late May before final sign off in late June.

8. NEXT MEETING

The next meeting of the Council is scheduled for 1.00pm on Tuesday 5 February 2019 in the Council Chambers.

There being no further business, the meeting closed at 6pm Wednesday 30 January 2019.

CONFIRMED

____________________________
Chairperson

____________________________
Date