

MINUTES OF A MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN MEETING ROOM 1, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON TUESDAY 4 MAY 2021 COMMENCING AT 1PM

PRESENT

Mayor D Gordon (Chairperson), Deputy Mayor N Atkinson, Councillors K Barnett (departed at 6.40pm), A Blackie, R Brine, W Doody (arrived at 4.18pm), N Mealings, P Redmond, S Stewart, J Ward and P Williams.

IN ATTENDANCE:

J Harland (Chief Executive), G Cleary (Manager Utilities and Roading), S Markham (Manager Strategic Projects), K LaValley (Project Delivery Manager), S Hart (Business and Centres Manager), R Kerr (Delivery Manager), J McBride (Roading and Transport Manager), K Waghorn (Solid Waste Asset Manager), D Roxborough (Implementation Project Manager District Regeneration), G McLeod (Community Greenspace Manager), R Hawthorne (Property Manager), R Qu (Property Assets Advisor), D Young (Senior Engineering Advisor), S Fauth (Project Engineer), H Downie (Principal Strategy Analyst), C Wood (Principal Strategy Analyst), V Thompson (Business and Centres Advisor) and A Smith (Governance Co-ordinator).

1. **APOLOGIES**

Moved Mayor Gordon Seconded Councillor Atkinson

THAT an apology for lateness be received and sustained from Councillor Doody.

CARRIED

Councillor Doody arrived at 4.18pm, and joined the meeting during consideration of public excluded Item 19.7.

2. **CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

3. **ACKNOWLEDGEMENTS**

The Mayor acknowledged the recent passing of Michael Dormer and Glen Scott. Both having been recent recipients of Community Service Awards for their significant contributions to the community.

All those present stood and observed a minutes silence.

4. **CONFIRMATION OF MINUTES**

4.1. **Minutes of a meeting of the Waimakariri District Council held on 6 April 2021**

Moved Councillor Barnett Seconded Councillor Atkinson

THAT the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of meeting of the Waimakariri District Council held on 6 April 2021.

CARRIED

MATTERS ARISING

Nil.

4.2. Minutes of the public excluded meeting of the Waimakariri District Council held on 6 April 2021

(Refer to public excluded minutes)

5. DEPUTATIONS AND PRESENTATIONS

Annette Williams presented her views to the Council regarding the traffic noise on Ohoka Road. Mr and Mrs Williams' residential property adjoined this arterial road which was built in 2017. It was noted that Ohoka Road had a LURP Action 47, allowing the Council an exemption for the noise rules, construction and operation of the road. Because of the traffic noise, concerned residents presented to the Council during the 2018 Long Term Plan process and the Council agreed to lay asphalt surfacing on the western boundary to assist with the reduction of noise. However, Mrs Williams noted that the traffic noise continued to be a concern and exceeded the World Health Organisation guidelines.

Mrs Williams circulated photos of properties with the different fence heights, showing the four properties that had new fences. She expressed a concern about the inconsistency of the Council agreeing to raise the height of some property fences along this stretch of road and not others.

Mr and Mrs Williams have previously enquired from the Council what the quantifiable measure was for raising the fences of the chosen properties. The responses received from staff varied from the reduction in privacy as the road level rises approaching bridges, to properties that were near curves in roads which had headlights shining into them at night. Mr and Mrs Williams' property was the last to be built on this stretch of road and was on a corner which was affected by vehicle lights shining into the house as vehicles turn into Hayson Drive. Mrs Williams therefore believed that privacy of their property was compromised with the fencing at its current level. She reiterated her view on the inconsistency in how the choice was made as to which properties fences could be raised, believing the Council had acted with bias regarding this matter.

Mrs Williams advised that they would be happy to build the fence themselves and were requesting the Council to reconsider and pay for the materials for the fence (suggesting a cost of approximately \$5,000). It was noted that staff had quoted in a previous report to the Council that a replacement fence would cost \$25,000. Mrs Williams suggested that all property owners on this stretch of Ohoka Road should be given the option of building materials being paid for by the Council, and also suggested to remediate this arterial road. Furthermore Mrs Williams believed the Council should follow best practice instead of adhering to the LURP Action 47. Mayor Gordon asked if Mrs Williams had a quote for the cost of the fencing materials, to which Mrs Williams confirmed that they did not have a quote but could obtain one.

Councillor Blackie enquired if there was space between the house and the fence for planting. Mr Williams advised that there was approximately 3.5 metres between the house and current fence, with no space on the outside of the fence for planting.

Following a question from Councillor Brine, Mrs Williams advised that they had not approached the Kaiapoi-Tuahiwi Community Board with this issue. Councillor Brine further questioned if raising the fence on the Williams' property would compromise their neighbours' properties at all. Mrs Williams advised that only one of their neighbouring properties would be impacted and this owner was happy not to have their fence raised as they prefer to have the rural outlook.

Councillor Barnett sought clarity on how much of the property frontage Mr and Mrs Williams were seeking to extend the height of the fence. It was advised that this was

only for the Ohoka Road frontage and the same gradual profile would be retained around the corner.

Mayor Gordon thanked Mr and Mrs Williams for their presentation and requested that a report would be submitted to the Council at a subsequent meeting.

6. **ADJOURNED BUSINESS**

There was no adjourned business in the public agenda, with one item of adjourned business to be considered in the public excluded meeting.

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

7.1 **Covid-19 Recovery Programme Update – S Hart (District Recovery Manager)**

S Hart spoke to the report which provided a high level update on the economic situation and outlook for the country operating under Covid-19 Alert Level One restrictions. It also provided an update on the progress made with the 27 recovery actions. Information highlighted included trends in the different retail sectors, noting that compared to the national average, the unemployment rate in the Waimakariri district was favourable.

S Hart advised that a further report on social recovery would be submitted to the next Community and Recreation Committee meeting, which would provide an update on the 27 projects in the Recovery Programme.

Councillor Mealings queried why the recovery action “Accelerating the Green Economy”, was noted in the report as being “On Hold”. S Hart explained that this related to a series of actions that staff previously thought may be needed as a result of Covid-19. However, following feedback from the Economic Recovery Advisory Group and from across the sector, accessing additional funding for “Accelerating the Green Economy” was not deemed appropriate at this time. An example related to the EV charging stations.

Moved Mayor Gordon Seconded Councillor Barnett

THAT the Council:

- (a) **Receives** report No. 210421064657.
- (b) **Notes** the updated high level economic activity assessment provided in Section 4 of this report.
- (c) **Notes** the progress update (as provided to the Economic Recovery Advisory Group) relating to the 27 initial recovery projects supported by Council contained in section 4.8 of report 210421064657.
- (d) **Circulates** this report to the Economic Recovery Advisory Group, Social Services Waimakariri and the Community Boards for their information.

CARRIED

Mayor Gordon extended thanks to the Economic Recovery Advisory Group who had been assisting the Council by providing information on the different sectors which had been helpful. It was noted that the figures of unemployment and decreases in GDP in this district were less than the national figures. Retail spending in the district was also tracking better than the national average, dwelling consent applications to date for the year were at 244 which was up from this time last year and there was a sense of optimism and a degree of confidence in the district.

Councillor Barnett suggested that the Social Recovery Report should be coming back to the Council for consideration, as this was linked with the economic recovery. S Hart again confirmed that there would be a full report on social recovery provided to the Community and Recreation Committee. Councillor Barnett believed there was still some work that needed to be undertaken in the district with regards to social recovery. There was a critical lack of land to allow for more housing to be constructed, with many people wanting to live in the district.

Councillor Atkinson elaborated on the input and investment of individuals and the Council following the 2010/11 earthquakes, noting that this was a credit to all who had invested in the Waimakariri district. Councillor Atkinson believed the Council needed to continue to support investment in the district.

In reply, Mayor Gordon acknowledged the comments of Councillor Barnett and also supported the combined reporting on social and economic recovery. With people wanting to move into the district from around the country and also returning from overseas, business and development opportunities needed to be kept at the forefront.

8. **REPORTS**

8.1. **Rangiora and Kaiapoi Park and Ride Budgets – S Fauth (Project Engineer) and J McBride (Roading and Transport Manager)**

D Young and J McBride presented this report which requested that some of the budget for this project be brought forward to 2020/21. D Young highlighted the three main reasons for this request, which included tidying up entrance ways for the buses at the Kaiapoi facility. He noted that the Wrights Road intersection had been negatively impacted by the additional traffic generated by the Park and Ride facility. Funding was also required for legal fees and lease payments for the Southern Kaiapoi Park and Ride site. It was suggested that an extra \$40,000 be brought forward for the Rangiora Park and Ride budget and also \$110,000 being brought forward for the Kaiapoi Park and Ride budget. It was confirmed that Waka Kotahi had co-funded the amount which was available for them.

It was noted that there was an error in the “Proposed” Table under 6.1, page 5 of the report; the amount of \$1,107,000 should be \$1,017,000, and the total should read \$1,841,000. The additional \$150,000 being requested for this year was balanced by the reduction in the 2024/25 amount.

Councillor Williams asked if there was any data available on the passenger use of the Park and Ride facilities, and could these figures be provided to the Council. J McBride confirmed that figures had recently been received from Environment Canterbury (ECan) and a memo would be circulated to Councillors with this information.

J McBride confirmed that there had been communication with ECan following the concerns raised by Councillor Barnett about buses scraping the road at two intersections in Rangiora. In these instances it was related to new drivers not anticipating the corners appropriately, and there had been no additional costs incurred.

Moved Councillor Atkinson

Seconded Councillor Ward

THAT the Council:

- (a) **Receives** report No. 210420063882.

- (b) **Approves** bringing forward \$40,000 from 2025/26 to 2020/21 within the Rangiora Park and Ride budget (10.1280.000.5135).
- (c) **Approves** bringing forward \$110,000 from 2025/26 to 2020/21 within the Kaiapoi Park and Ride budget (10.1281.000.5135).
- (d) **Notes** that following this re-distribution of funds, there will be \$836,000 remaining for Rangiora and \$513,000 remaining for Kaiapoi across 2024/25 and 2025/26.
- (e) **Notes** that there is a budget of \$1.9M for Ravenswood Park and Ride across 2021/22 and 2029/30 which is not affected by this proposal.
- (f) **Circulates** this report to the Utilities and Roothing Committee and to Kaiapoi-Tuahwi and Rangiora-Ashley Community Boards for their information.

CARRIED

Councillor Atkinson noted that the public appeared to be making good use of the Park and Ride facilities, and this funding would add to the facilities. Therefore bringing this investment forward was the sensible thing to do, in his opinion.

At this time, Item 8.5 was taken. The Minutes have been recorded in the order of the Agenda.

8.2. Subdivision Contribution Programme and Budget Update – J McBride (Roothing and Transport Manager)

J McBride presented the report which provided an update on the Subdivision Contribution Programme and Budget which was used to provide the Council's contributions to the cost of upgrading roading infrastructure in new developments and also to fund seal extensions where private residents had agreed to pay the 50% cost share. It was pointed out that with the rapid pace of the high number of developments progressing in the district, it was difficult to predict the full extent and timing of the Council's financial commitments. However, it was anticipated that the current Subdivision Contribution Budget was unlikely to be sufficient.

Moved Councillor Barnett

Seconded Councillor Mealings

THAT the Council:

- (a) **Receives** report No. 210422065237.
- (b) **Notes** that the current budget of \$782,608 was is unlikely to be sufficient to meet the Council's share of costs associated with development and urbanisation costs and as such this budget is likely to be overspent.
- (c) **Notes** the updated commitments as summarised in Table One of this report.
- (d) **Notes** that funding for growth areas is budgeted to allow under's and over's and as such it is proposed to accept over expenditure in the short term, and continue to monitor growth over the next year, before any decisions about longer term budget adjustments are made.
- (e) **Circulates** this report to the Utilities and Roothing committee and the Community Boards for information.

CARRIED

Councillor Barnett noted the rapid growth in the district and acknowledged the potential overspending of budget due to the Council's financial commitments to development.

8.3. **Request for Capital Budget to Remedy Stormwater Discharge Deficiencies at Southbrook RRP – K Waghorn (Solid Waste Asset Manager)**

K Waghorn presented this report advising that the Council had received two non-compliances for the Discharge Consent from Environment Canterbury in relation to potentially contaminated stormwater run-off into land at the Southbrook Transfer Station. Action was required by 28 May 2021 and the more urgent work of reinstating the asphalt pad and bunding adjacent to the pit entry/exit point was therefore currently underway. Other work necessary to achieve compliance would involve installing an interceptor sump at the recycling area to replace the existing sump, in order to separate contaminants from the stormwater, due to the location of the household hazardous waste drop-off and storage area.

There were no questions from Councillors.

Moved Councillor Brine

Seconded Councillor Atkinson

THAT the Council:

- (a) **Receives** report No. 210422065570.
- (b) **Approves** the approach of reinstating the asphalt pad and bunding at the pit entranceway to remedy the non-compliance in the short term while a permanent contaminated stormwater management system is investigated.
- (c) **Notes** that reinstatement of the asphalt pad and ongoing management costs will be funded out of the maintenance budget in the Disposal Account.
- (d) **Notes** that a notional capital budget for investigations into and installation of infrastructure to discharge contaminated stormwater from the pit entranceway into the trade waste system will be included in the staff submission to the Long Term Plan.
- (e) **Notes** that the upgrade design budget will be increased to allow for the additional work necessary to design the stormwater management system referred to in 2(d).
- (f) **Notes** that, once investigations have been completed into and a cost estimate has been prepared, staff will bring a report to the Utilities & Roading Committee to inform them about the final solution and, if necessary, will request additional budget from the Council to install the approved stormwater management system during the 21/22 year.
- (g) **Approves** a budget of \$15,000 for the installation of an oil/grit interceptor sump in the current 20/21 financial year, to ensure stormwater from the Hazardous Waste Area is discharged in compliance with Condition 1b of CRC971142.3.
- (h) **Notes** that the Disposal Account will have sufficient funds available to undertake the capital works proposed in 2(b), 2(d) and 2(g) without impacting on rates.

- (i) **Notes** that the two site upgrades will be designed in the 21/22 year, and that a Site Stormwater Management Plan will be prepared to ensure stormwater discharge from the Southbrook Resource Recovery Park site meets all the requirements stipulated in the Discharge Consent for the site, the Land and Water Regional Plan and our Council's global stormwater discharge consent.
- (j) **Circulates** report No. 210422065570 to the Rangiora Ashley Community Board for their information.

CARRIED

There was no comment from the Council.

Item 9.1 was taken at this time. The Minutes have been recorded in the order of the Agenda.

8.4. **Establishment of a Housing Working Group – S Markham (Manager Strategic Projects)**

S Markham presented this report, which followed a recent briefing to the Council. This report sought approval from the Council to establish a Housing Working Group and requested appointments to this Group.

Moved Councillor Stewart

Seconded Councillor Barnett

THAT the Council:

- (a) **Receives** report No 210423065589.
- (b) **Approves** establishment of a Housing Working Group with the Terms of Reference as attached to this report (Doc no 210423065590).
- (c) **Appoints** Deputy Mayor Atkinson, Councillor Doody and Councillor Mealings to represent the District Planning and Regulation Committee on the Working Group, noting that Mayor Gordon would be an ex-officio group member.
- (d) **Requests** the Housing Working Group to provide an interim report within six months and review its ongoing role in 2022 in time for a recommendation to the incoming Council in October 2022.
- (e) **Circulates** the report to Community Boards for information.

Councillor Stewart noted that it was timely that the Council reviewed social and affordable housing for the future. With the retained sale proceeds from the seven community houses that were recently sold, the Housing Working Group could consider if it was the right time to reinvestment in other forms of housing to address the district needs.

Councillor Barnett supported the membership of the proposed Working Group and noted it would be good to see a plan for the use of the sale proceeds and the Council's proposed future role in affordable housing.

Councillor Atkinson commented on the changing world of social housing and the need for a wider investigation of this matter.

Amendment

Moved Councillor Williams

Seconded Councillor Brine

- (c) **Appoints** Deputy Mayor Atkinson, Councillor Doody, Councillor Mealings and Councillor Redmond to represent the District Planning

and Regulation Committee on the Working Group, noting that Mayor Gordon would be an ex-officio group member.

Councillor Williams believed that having Councillor Redmond as a member of the Working Group would be of benefit with his experience in his previous legal role.

Councillor Barnett believed that having three elected members on this group was sufficient as she did not wish the group to be weighted with elected members and the initial motion of having three members was therefore appropriate.

Mayor Gordon endorsed the proposed amendment, also noting the relevant experience that Councillor Redmond would bring to the Working Group.

The amendment then became the substantive motion.

THAT the Council:

- (a) **Receives** report No 210423065589.
- (b) **Approves** establishment of a Housing Working Group with the Terms of Reference as attached to this report (Doc no 210423065590).
- (c) **Appoints** Deputy Mayor Atkinson, Councillors Doody, Mealings and Redmond to represent the District Planning and Regulation Committee on the Working Group, noting that Mayor Gordon would be an ex-officio group member.
- (d) **Requests** the Housing Working Group to provide an interim report within six months and review its ongoing role in 2022 in time for a recommendation to the incoming Council in October 2022.
- (e) **Circulates** the report to Community Boards for information.

CARRIED

Councillor Barnett Against

Councillor Williams believed this was a very important working group, especially in light of the current waiting list for pensioner housing.

Councillor Barnett noted that this Housing Group would not solve all the housing difficulties in the district going forward, however it would be looking at what the overall role of the Council would be. She believed that housing was a social services responsibility of central Government and requested members kept that in mind.

Councillor Redmond thanked members for their support in this motion and concurred with Councillor Barnett's comments that this working group would not solve all the districts housing challenges; he was however hopeful it may have some suggestions.

Councillor Stewart supported having Councillor Redmond on the Housing Working Group and the expertise that he would add to the group.

Item 8.5 was considered between Item 8.1 and 8.2.

8.5. Southbrook Road Improvements – Establishment of Governance Structure – D Young (Senior Engineering Advisor)

D Young spoke to this report which sought approval from the Council to establish a Southbrook Road Improvements Working Group. It was proposed that the group's membership would include both elected members and staff.

It was envisaged that this group would work with the affected community including motorists, residents, businesses and the school communities. The working group would have no delegated authority but would bring key issues back to the Council for further consideration and decisions.

Moved Councillor Williams

Seconded Councillor Ward

- (a) **Receives** report No. 210315043232.
- (b) **Establishes** a Southbrook Road Improvements Working Group that will report to the Utilities and Roding Committee, in accordance with the Terms of Reference for the Southbrook Road Improvements Working Group (Trim 210420064152).
- (c) **Appoints** Mayor Dan Gordon (Transport Portfolio Holder) as Chair, Councillor Paul Williams (Roding Portfolio Holder), Jim Gerard (Rangiora-Ashley Community Board Chair), G Cleary (Manager Utilities and Roding), J McBride (Roding and Transport Manager) and D Young (Senior Engineering Advisor) to the Working Group.

Endorses the Concept Design (Trim 210414060520) as being suitable for development by the Southbrook Rd Improvements Working Group.
- (d) **Circulates** this report to the Rangiora-Ashley Community Board and the Utilities and Roding Committee for their information.

CARRIED

Councillor Williams endorsed the recommendation as the traffic and pedestrian safety issue through Southbrook was a matter of urgency, in his view.

Councillor Ward remained in favour of designating land for the eastern bypass, however, she believed this would provide a solution to the traffic congestion issue through Southbrook.

Mayor Gordon supported the establishment of the Working Group as it was important that all options to be considered when investigating possible solutions for the management of traffic through Southbrook.

Councillor Brine noted that this matter had also been considered by previous Councils and was yet to be resolved. He also supported the designation of land for the eastern bypass, however, he was supportive of investigating an alternative future traffic route.

Councillor Barnett said this Working Group had a significant task ahead, especially in light of Waka Kotahi's recent announcement that there had been a budget overspend, due to a large number of roading issues throughout the country. The Council would need to champion the issue of safety on Southbrook Road and the children crossing the road to schools. She believed Southbrook Road, being a main access into Rangiora, needed good balance between vehicles, cyclists and pedestrian safety.

The meeting then considered Item 8.2

9. **MATTERS REFERRED FROM COMMITTEES/COMMUNITY BOARDS**

9.1. **Cust Rural Recycling Facility – K Waghorn (Solid Waste Asset Manager)**

(Refer to report no. 210315043452 to the Solid and Hazardous Waste Working Party meeting of 29 March 2021)

K Waghorn spoke to this report, referred from the Solid and Hazard Waste Working Party at their previous meeting, which sought approval from the Council to continue operating the Cust Rural Recycling Facility until 30 June 2021. A report would be submitted to the Long Term Plan deliberations meeting (25-26 May) requesting continued funding to operate the facility for the 2021/22 financial year.

Councillor Williams noted that groups in other towns in the district had been requesting similar facilities and enquired how these facilities would be managed and at what costs. K Waghorn explained that each request would be assessed on a case by case basis taking into consideration the proposed location. It was likely that resource consenting and set up costs would be similar to that of the Cust facility. Allowance had been made in the budget for assessing, consenting and constructing up to four facilities in different rural areas. However, it needed to be determined if communities wanted such a facility and appropriate locations needed to be found. It was also important that there was a custodian for each such facility.

Moved Councillor Brine

Seconded Councillor Mealings

THAT the Council:

- (a) **Receives** report No. 210315043452.
- (b) **Notes** that the users of the Cust rural recycling drop-off facility are generally abiding with our acceptance criteria and that contamination levels are minimal.
- (c) **Notes** that this model is currently providing a convenient recycling drop-off service for residents in the rural area around Cust.
- (d) **Approves** continuing to provide a recycling drop-off facility at the Cust Hotel Carpark for rural residents in the greater Cust area until 30 June 2021.
- (e) **Notes** that there is sufficient funding in the Waste Minimisation Account in the current (2020/21) year to continue operating the facility, and to maintain the gravel hardstand and carpark.
- (f) **Notes** that staff will bring a further report to the Solid & Hazardous Waste Working Party to give a more comprehensive analysis and comparison of the costs of providing recycling services at Cust, Oxford and Southbrook.
- (g) **Notes** that the following funding allowances have been included in the Waste Minimisation Account in the draft 2021-31 Long Term Plan budgets for the Cust rural recycling facility:
 - i. \$10,742 in operational expenditure for the operation and maintenance of this facility;
 - ii. \$11,220 expenditure for the cost to process recycling disposed of at this facility; and
 - iii. \$18,000 in capital expenditure for sealing the road crossing and paving the hard-stand area.

- (h) **Notes** that the operational funding allowance in Recommendation 2(g)i. above was based on tonnages received at the Cust RRF in the period from August to October 2019, and that that recycling weights have increased by almost 30% over the November to February period.
- (i) **Notes** that an updated budgetary allowance for the operation and maintenance of this facility based on the measured increased usage of this site, will be included for Council's consideration in the Solid Waste staff submission to the Council's LTP deliberations in May 2021.
- (j) **Notes** that, if Council approves continuing operation of the Cust rural recycling drop-off facility beyond 30 June 2021, staff will continue to monitor usage at the site and costs to operate and maintain the site, in order to ensure this facility continues to provide a cost-effective service.
- (k) **Circulates** report No. 210315043452 to the Community Boards for their information.

CARRIED

Councillor Mealings noted that the figures showed the users of the Cust facility were taking 20% of material that would otherwise not make it into the recycling process. This trial had been very successful in her opinion.

Mayor Gordon supported this trial and would support consideration being given to any requests for similar facilities in other towns in the district. The custodians of the rural recycling facility at Cust were commended for the job they were doing, by having this facility reduce what was going into the waste stream. The facility was proving itself to be an asset for the community.

9.2. District Regeneration Update on Norman Kirk Parks Projects Budgets and Dredging Ponds Decommissioning – D Roxborough (Implementation Project Manager – District Regeneration)

(Refer to report no. 210319046740 to the Kaiapoi-Tuahiwi Community Board meeting of 19 April 2021)

D Roxborough spoke to this report, providing a summary of the progress with the Kaiapoi East regeneration projects, specifically with the Norman Kirk Park development, and highlighting further projects to be carried out. The Norman Kirk Project was currently under budget (approximately \$130,000) and so some items that were removed last year would be reinstated, including general landscaping with the addition of more trees (the number of trees into the park was reduced last year). There would also be some spectator embankments constructed around the softball diamonds. Approximately \$60,000 budget was remaining, which could be used to tidy up the dredging dewatering ponds at the far end of the Corcoran Reserve. At the Kaiapoi-Tuahiwi Community Board meeting in April 2021, it was suggested that the funding could be used to install some extra seating around the softball diamonds and sports fields. The general landscaping requests were time sensitive, due to the reliance on the time left in the autumn planting season.

D Roxborough noted that regarding the dredging, if this work was undertaken using budget in this financial year, budget allocated for next year would not be required. It was proposed to deconstruct the ponds but the footing would be retained so that it could be reused should there be further dredging required in the future. There was uncertainty as to when any re-dredging would be required, but it was anticipated that the first round of maintenance would be required in 10 to 15 years time.

THAT the Council:

- (a) **Receives** report No. 210319046740.
- (b) **Notes** that the development works in the Norman Kirk Park in Kaiapoi East Regeneration area are now substantially complete, and that this element of the Regeneration programme is forecast to come in under budget on a net Council expenditure basis.
- (c) **Approves** staff undertaking further works in Norman Kirk Park as generally identified in sections 4.10 **Error! Reference source not found.** and 4.12 of this report (Trim 210319046740), to a total of \$66,925, utilising some of the remaining net budget to deliver the originally intended levels of service.
- (d) **Notes** that adoption of recommendation (c) has no significant impact to proposed rates in the current year (very slight / indiscernible reduction compared to what has been adopted in the 2020/21 Annual Plan) or those signalled under the draft 2021/22 Long term Plan.
- (e) **Approves** staff utilising a further \$30,000 of the remaining net budget in the current year's programme to undertake further decommissioning works of the dredging dewatering ponds and interim reinstatement of the eastern end of Corcoran Reserve.
- (f) **Notes** that adoption of recommendation (e) results in the programme still being delivered under budget, has no further impact to proposed rates in the current year (compared to what has been adopted in the 2021/21 Annual Plan), and also obviates the need for the \$30,000 budget included in the first year of the draft Long Term Plan (2021/22) for these same works.

CARRIED

There was no comment from the Council.

9.3. **Pocket Forest Development Moore Street, Kaiapoi – G MacLeod (Greenspace Manager)**

(Refer to report no. 210414059998 to the Kaiapoi-Tuahiwi Community Board meeting of 19 April 2021)

C Brown presented this report which had previously been considered by the Kaiapoi-Tuahiwi Community Board and sought approval for the request from the Kaiapoi East Residents Association (KERA) for the planting of a "Pocket Forest". The proposed Pocket Forest would be established on a portion of land in the East Kaiapoi Regeneration area. Staff had inspected this area, noting it was earmarked to be a buffer zone in the future, and approving the project would therefore not only be positive for KERA, but would also improve biodiversity in the area. Any costs associated with the proposed planting would be the responsibility of KERA, however, the Council's contractors may offer assistance with ground preparation, depending on conditions, which would be at very little cost to the Council. It was advised that WHoW had been approached and they also supported this proposal.

Councillor Barnett noted the current dry conditions in the district and enquired if there was access to sufficient water to assist getting the plants established. C Brown confirmed there was a water supply available on site and also KERA would be advised on planting the right plants that would thrive in conditions which do not require high levels of watering.

Moved Councillor Blackie

Seconded Councillor Stewart

THAT the Council:

- (a) **Receives** report No. 210414059998.
- (b) **Approves** the Kaiapoi East Residents Association to plant a 20 metre strip in native revegetation as shown in the attached plan.
- (c) **Notes** that staff are in the process of discussing the proposal with WHoW and will provide an update regarding their position at the meeting.
- (d) **Notes** that the costs/labour associated with watering, weeding and planting is the responsibility of the Kaiapoi East Residents Association. Ongoing responsibility once established is likely to become a Council due to the specialist nature of maintenance to established native forest.

CARRIED

Councillor Blackie commented that this project would be at very little cost to the Council and had good support from the Community Board, the Kaiapoi Food Forest (who had already donated trees for this site), and from the Charles Upham Retirement Village. The surrounding community had agreed they would be available to make sure the plants were watered sufficiently to enable them to get established.

Councillor Stewart explained that the concept of a "Pocket Forest" was that plants were planted close together and therefore grow faster. This was an achievable project for a community group and she therefore supported the proposal by KERA.

10. HEALTH AND SAFETY

10.1. Health and Safety Report April 2021 – J Harland (Chief Executive)

J Harland presented this report, noting that the Management Team had recently gone through the Risk Register looking at any mitigation measures to be added.

It was noted that an incident had occurred since this report was written, involving two Water Unit staff. This had the potential of having serious consequences and an investigation was underway. J Harland highlighted the importance of near misses being reported on.

Moved Councillor Atkinson

Seconded Councillor Redmond

THAT the Council:

- (a) **Receives** report No 210422065083.
- (b) **Notes** that there are no significant Health and Safety issues at this time, and that WDC is, so far as is reasonably practicable, compliant with the Person Conducting a Business or Undertaking (PCBU) duties of the Health and Safety at Work Act 2015.
- (c) **Notes** that phase three of the Rangiora Service Centre Refurbishment Project is underway and on track with the first movements commencing in early May.

CARRIED

11. **COMMITTEE MINUTES FOR INFORMATION**

Nil.

12. **COMMUNITY BOARD MINUTES FOR INFORMATION**

12.1. Minutes of a meeting of the Oxford-Ohoka Community Board meeting of 7 April 2021.

12.2. Minutes of a meeting of the Woodend-Sefton Community Board meeting of 12 April 2021.

12.3. Minutes of a meeting of the Rangiora-Ashley Community Board meeting of 14 April 2021.

Moved Councillor Blackie

Seconded Councillor Ward

THAT the Council:

(a) **Receives** Items 12.1 to 12.3 for information.

CARRIED

13. **REPORTS FOR INFORMATION**

Nil.

14. **CORRESPONDENCE**

Nil.

15. **MAYOR'S DIARY**

15.1. **Mayor's Diary 30 March - 27 April 2021**

Councillor Mealings requested that Mayor Gordon's role as the MC at the Alcohol and Drug Harm Community Forum held at the Rangiora Town Hall on 14 April be added. This would be included in the report.

Moved Councillor Mealings

Seconded Councillor Williams

THAT the Council:

(a) **Receives** report no. 210428067673.

CARRIED

16. **COUNCIL PORTFOLIO UPDATES**

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

Mayor Gordon extended thanks to all members who attended the recent joint Hui, noting the positive experience. This Hui was building on the good work undertaken by staff and elected members over a long period of time. The recent Mahi Tahī Joint Development Committee meeting had also been a positive meeting; it was noted that Jay Wilkinson had resigned from the Rūnanga and a replacement representative was therefore being sought.

There had been a good representation of elected members who attended the ANZAC day service at Tuahiwi and they were welcomed to the Tuahiwi Marae afterwards.

16.2. Canterbury Water Management Strategy – Councillor Sandra Stewart

The Waimakariri Water Zone Committee had a meeting the previous day, noting that M Blackwell chaired the meeting. An update was presented by Brent Walton on Waimakariri Irrigation Limited's (WIL) planned storage ponds development on Wrights Road which was first advocated in 2007 and had been in the Environment Court for the past 13 years. This on-ground storage ponds was 12metres high on the Wrights Road frontage, being a significant structure and agreement had therefore been reached with the surrounding landowners on how this would be operated under the consent. Information on the proposal would be made available to WIL shareholders this coming Friday and 75 percent of the shareholders had to approve the proposal for the project to continue. It was an inter-generational project as it would be loan funded over an estimated 40 years.

Councillor Stewart suggested that the Manager and Board members of WIL should be invited to speak to the Council on their proposal. This request was forwarded to appropriate staff to request a briefing time.

Councillor Stewart had asked Ecan for details on what freshwater monitoring they would be undertaking across the district. This information was to be provided by ECan to Waimakariri Water Zone Committee member Erin Harvey. There needed to be a comprehensive understanding of what was happening in the freshwater space, what monitoring was being undertaken, and how to make this collected data available on a website for public consumption.

A presentation to the Waimakariri Water Zone Committee was provided by Dr M Mckeown from WGA Environmental Consultants on integrated constructive wetlands which may be useful here in the Waimakariri district (for example Pond C on Flaxton Road).

The Plan Change 7 decision was due in June/July 2021. The Waimakariri Landcare Trust, which was the Farmer Trust now merged with the Next Generation Farmers group, had secured \$500,000 government funding to put towards a project. Waimakariri Biodiversity Trust was calling for trustees, which was still open.

The Waimakariri Water Zone Committee was undertaking a refresh, seeking new community members, which would close in two weeks' time.

16.3. International Relationships – Deputy Mayor Neville Atkinson

There were two wreathes laid on ANZAC Day on behalf of the people of Zonnebeke, Belgium. The next meeting of the Waimakariri Passchendalee Advisory Group would be held in May.

16.4. Regeneration (Kaiapoi) – Councillor Al Blackie

Councillor Blackie noted the Honda Planting Day to be held at 10am on Saturday 8 May 2021; all were welcome. There would be an updated report to the Council on the Kaiapoi Community Hub anticipated for June 2021 consideration.

16.5. Climate Change and Sustainability – Councillor Niki Mealings

The Christchurch City Council Coastal Hazards Working Group had been talking about the roles and responsibilities of private landowners versus the Council, managing their risks and prioritisation of work.

The elected members' Sustainability Strategy Steering Group had met recently and spoke on some initiatives that staff and the community were working on, such as the cup project (remove take away cups); cycle project (encourage people to refurbish donated cycles and the findings on the energy use following the Rangiora Service Centre refurbishments. There was also discussion on

engagement with Enterprise North Canterbury (ENC) and Ngai Tuahuriri on the Sustainability Strategy.

The staff Sustainability Strategy Group had also held a beeswax wrap making workshop, and was planning another e-bike trial on 20 May 2021 in the Rangiora Service Centre car park for staff and members. The sustainability champions were endeavouring to socialise the change.

On 17 May 2021 there was a "Back to Basics" Expo in Rangiora in conjunction with Eco Educaid and Time Bank Waimakariri. This was well represented by Council members and community groups focusing on sustainability matters.

Councillor Mealings, along with Michael Blackwell, was approached to speak to a class of students from the University of Canterbury about Kaiapoi water. This would happen on 24 May 2021 during an annual visit of the class to Kaiapoi

Councillor Redmond offered congratulations to the producers of The Gull.

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

The Stadium was progressing on track to be completed on time with the opening planned for the end of July 2021. Elected members would be invited to a walk through on 18 May 2021.

A workshop was held on the Kaiapoi South Mixed Use Business Area, plus workshops for e-scooters, and noted that there would be 80 staff being relocated back into the refurbished offices this weekend.

A Building Safer Communities Workshop would be held at the Woodend Community Centre on 20 May 2021.

The Rangiora Promotions Group AGM would be held on 8 June 2021. It was also noted that the Winter Splash was happening again this year.

17. **QUESTIONS**

(under Standing Orders)

Nil.

18. **URGENT GENERAL BUSINESS**

(under Standing Orders)

Nil.

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

Section 48, Local Government Official Information and Meetings Act 1987

Moved Mayor Gordon

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:

Item No	Minutes/Report of	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
19.1	Minutes of Council public excluded portion of Council meeting of 6 April 2021	Confirmation of minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)
ADJOURNED ITEM OF BUSINESS				
19.2	Report of R Qu, (Property Assets Advisor) and R Hawthorne (Property Manager)	Johns Road/Townsend Road, Road Stopping for the 'wedge' and Disposal of the Surplus Land	Good reason to withhold exists under Section 7	Section 48(1)(a)
REPORTS				
19.3	Report of H Downie, (Principal Strategy Analyst) and C Wood, (Principal Policy Analyst)	Application for Immediate Legal Effect of Rules for the Rangiora Northeast Development Area upon Notification of the Proposed District Plan	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.4	Report of Kaiapoi South Mixed Used Business Area Evaluation Panel	Kaiapoi South Mixed Use Business Area Proposals Recommendation	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.5	Report of R Kerr (Delivery Manager)	Kaiapoi Stormwater Land Acquisition	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.6	Report of V Thompson (Business and Centres Advisor)	NZ Motor Caravan Association Land Lease Agreement Terms	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.7	Report of V Thompson (Business and Centres Advisor)	E-Scooter Trial in Waimakariri District	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.8	Report of K LaValley (Project Delivery Manager)	Qualifying of Suppliers to the Prequalification List	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Item N°	Reason for protection of interests	Ref NZS 9202:2003 Appendix A
19.1 – 19.8	Protection of privacy of natural persons. To carry out commercial activities without prejudice	A2(a) A2(b)ii

CARRIED

The meeting adjourned from 3.15pm until 3.37pm.

The Public Excluded portion of the meeting occurred from 3.37pm to 6.40pm.

CLOSED MEETING

Resolution to resume open meeting

Moved Mayor Gordon

Seconded Councillor Atkinson

THAT the Council

19.2 Johns Road/Townsend Road: Road Stopping for the 'wedge' and Disposal of the Surplus Land – R Qu (Property Assets Advisor) and R Hawthorne (Property Manager)

Resolves that recommendations (a) to (f) and (h) be made public and recommendation (g) and the contents of this report remain public excluded, due to commercial sensitivity.

19.3 Application for immediate legal effect of rules for the Rangiora northeast Development Area upon notification of the Proposed District Plan – H Downie (Principal Strategy Analyst) and C Wood (Principal Policy Analyst)

Resolves that the recommendations remain public excluded until the District Plan has been notified, due to commercial sensitivity of the matters covered and the contents of the report remain public excluded.

19.4 Kaiapoi South Mixed Use Business Area Proposals Recommendation – Kaiapoi South Mixed Used Business Area Evaluation Panel presented by S Hart (Business and Centres Manager)

Resolves that the recommendations and contents of the report remain public excluded due to commercial sensitivity and a further report will be coming to Council LTP Deliberations meeting 25 May.

19.5 Kaiapoi Stormwater and Flooding Improvements; Land Acquisition Terms – R Kerr (Delivery Manager)

Resolves that this report and the recommendations remain public excluded until the land purchase is finalised, due to commercial sensitivity.

19.6 New Zealand Motor Caravan Association Land Lease Agreement Terms – V Thompson (Business and Centres Advisor) and R Hawthorne (Property Manager)

Resolves that the contents of the report remain public excluded and the resolutions become public when the final lease agreement arrangements have been agreed on by the NZMCA and they are able to undertake their resource consenting process.

19.7 E-Scooter Trial in Waimakariri District – V Thompson (Business and Centres Advisor)

Resolves that the resolutions remain public excluded, until such time as Council agreement is confirmed and the resolution then becomes public. The report however remains public excluded due to commercial sensitivity.

19.8 Qualifying of Suppliers to the Prequalification List – Tranche 1 - K LaValley (Procurement Manager) and D Thompson (Prequalification Tender Manager)

Resolves that the resolution be made public and contents of the report remain public excluded due to commercial sensitivity.

CARRIED

OPEN MEETING

19.2 Johns Road/Townsend Road: Road Stopping for the ‘wedge’ and Disposal of the Surplus Land – R Qu (Property Assets Advisor) and R Hawthorne (Property Manager)

THAT the Council:

- (a) **Receives** report No. 210128013342
- (b) **Supports** to stop Section 1 SO 549604 as a road.
- (c) **Confirms** Section 1 SO 549604 is surplus to the Council's requirement.
- (d) **Approves** Section 1 SO 549604 to be stopped as road under the provisions of Section 116 of the Public Works Act 1981.
- (e) **Authorises** the Chief Executive and Property Manager to finalise the necessary legislative and process actions necessary to stop the road under Section 116 of the Public Works Act 1981 then complete the transaction.
- (f) **Authorises** the Chief Executive and Property Manager to finalise the necessary legislative and process actions necessary to disposal of the land under the requirements of the Public Works Act 1981, including offer back obligations, and the Ngāi Tahu Claims Settlement Act 1998.
- (h) **Notes** that a further report covering the disposal process will be brought to Council in the event that neither the former owner nor Ngai Tahu acquire the property.

19.8 Qualifying of Suppliers to the Prequalification List – Tranche 1 - K LaValley (Procurement Manager) and D Thompson (Prequalification Tender Manager)

THAT the Council:

- (a) Receives Report No 210414059923.
- (b) Authorises Staff to appoint suppliers to the prequalification lists.
- (c) Notes that the prequalification list will have ongoing monitoring from staff, with suppliers having the potential to change tiers subject to the supply of further information, or based on track record.
- (d) Notes that staff will continue to work with suitably qualified suppliers to increase the suppliers on the list for areas with limited prequalified suppliers (Such as the Pipe Inspection / CCTV Category).
- (e) Notes the Prequalification list will be reviewed annually, which will provide for new suppliers to be included to the list. Where a Supplier has not met

the standard for a higher Tier standard, this rationale of the decision will be discussed with the supplier.

- (f) Notes that it is expected that around 80% of each years' capital works budget will be sourced using suppliers from the Pre-qualification list, with the remainder sourced via separate processes (such as bespoke tender processes for specialist suppliers). The capital works budget for FY2021/22 is in the order of 45 Million Dollars excluding Shovel Ready and Stimulus projects which have already gone through a procurement process.

20. **NEXT MEETING**

The next ordinary meeting of the Council was on **Tuesday 1 June 2021**, commencing at 1pm in the Function Room, Rangiora Town Hall, 303 High Street, Rangiora.

Prior to this the Council would be meeting during May to hear submissions and deliberate on the Draft LTP 2021-2031 as follows:

Submission Hearings:

Wednesday 5 May 2021, commencing at 3.30pm in Meeting Room 1, Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

Thursday 6 May 2021, commencing at 10am in the Function Room, Rangiora Town Hall, 303 High Street, Rangiora.

Friday 7 May 2021, commencing at 10am in the Oxford Town Hall, 34 Main Street, Oxford.

Deliberation meetings:

Tuesday 25 May and Wednesday 26 May 2021, commencing at 9am both days, in the Function Room, Rangiora Town Hall, 303 High Street, Rangiora.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 6.41PM.

CONFIRMED



Chairperson
Mayor Dan Gordon

Date 1 June 2021