

# Waimakariri District Council

# Extraordinary Agenda

Tuesday 22 April 2025

4.00pm

Council Chambers

215 High Street

Rangiora

**Members:**

Mayor Dan Gordon

Cr Neville Atkinson

Cr Al Blackie

Cr Robbie Brine

Cr Brent Cairns

Cr Tim Fulton

Cr Jason Goldsworthy

Cr Niki Mealings

Cr Philip Redmond

Cr Joan Ward

Cr Paul Williams



WAIMAKARIRI  
DISTRICT COUNCIL

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The Mayor and Councillors

**WAIMAKARIRI DISTRICT COUNCIL**

**AN EXTRAORDINARY MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL WILL BE HELD IN THE COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON TUESDAY 22 APRIL 2025 COMMENCING AT 4PM**

Sarah Nichols  
GOVERNANCE MANAGER

**Recommendations in reports are not to be construed as  
Council policy until adopted by the Council**

**BUSINESS**

Page No

**1. APOLOGIES**

**2. CONFLICTS OF INTEREST**

*Conflicts of interest (if any) to be reported for minuting.*

**3. REPORT**

- 3.1. **Delegation for Approval of Submission regarding the Canterbury Museum Draft Annual Plan for Year Ending June 2026** – Dianna Caird (Senior Policy Analyst) and Lexie Mealings (Graduate Policy Analyst)

5 - 7

**RECOMMENDATION**

**THAT** the Council:

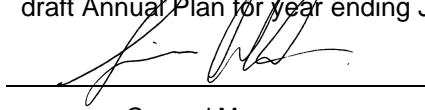
- (a) **Receives** Report No. 250416067040.
- (b) **Approves** delegation of the Waimakariri District Council submission on the Canterbury Museum draft Annual Plan for the year ending June 2026 to the Mayor, Dan Gordon, Chief Executive Officer, Jeff Millward, and Committee representative, Joan Ward.
- (c) **Notes** the submission will be reported to the Council meeting on 6 May 2025 to be formally received.

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

Item No	Subject	Reason for excluding the public	Grounds for excluding the public.
4.1	Contract 24/19 District Road Maintenance Contract – Changing the timing for the Tender Process	Good reason to withhold exists under Section 7	To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities”. <b>LGOIMA Section 7(h)</b>
4.2	Proposed Loan to South Link Education Trust Board	Good reason to withhold exists under Section 7	To enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) and maintain legal professional privilege <b>LGOIMA Section 7(2)(g) and (i)</b>

**5. NEXT MEETING**

The next scheduled ordinary meeting of the Council will commence at 9am on Tuesday 6 May at the Ruataniwha Kaiapoi Civic Centre.

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** EXT-06 / 250416067040**REPORT TO:** COUNCIL**DATE OF MEETING:** 22 April 2025**AUTHOR(S):** Dianna Caird – Senior Policy Analyst  
Lexie Mealings – Graduate Policy Analyst**SUBJECT:** Delegation for approval of submission regarding the Canterbury Museum draft Annual Plan for year ending June 2026**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)  
General Manager  
Chief Executive**1. SUMMARY**

- 1.1. The purpose of this report is to seek Council approval to delegate the review and approval of the Waimakariri District Council submission on the Canterbury Museum draft Annual Plan for the year ending June 2026.
- 1.2. Due to the short consultation time and the dates on which Easter and ANZAC Day have fallen, we have been unable to seek full council approval for this submission in the time available.
- 1.3. Staff request that the Mayor, the Chief Executive and the Council's representative on the Canterbury Museum Trust Board Standing Committee are delegated authority to approve the submission. The submission will be signed by the Mayor and the Chief Executive and later circulated to Council.
- 1.4. The Council was briefed on the content of the Canterbury Museum's draft Annual Plan for 2025/2026 on 8 April 2025.
- 1.5. The submission will be reported to the Council meeting on 6 May 2025 to be formally received.

**2. RECOMMENDATION****THAT** the Council:

- (a) **Receives** Report No. 250416067040.
- (b) **Approves** delegation of the Waimakariri District Council submission on the Canterbury Museum draft Annual Plan for the year ending June 2026 to the Mayor, Dan Gordon, Chief Executive Officer, Jeff Millward, and Committee representative, Joan Ward.
- (c) **Notes** the submission will be reported to the Council meeting on 6 May 2025 to be formally received.

### 3. **BACKGROUND**

- 3.1. The Canterbury Museum Trust Board is consulting on its draft Annual Plan for the year ending June 2026.
- 3.2. Due to time constraints, staff are unable to present the draft Waimakariri District Council submission to Council before the consultation period closes. The tight timeframe for consultation is further shortened by where Easter holidays and ANZAC Day have fallen this year.
- 3.3. Council subject matter experts are working with the Strategy and Business Unit to prepare the submission based on expert advice and discussions at the briefing from the Canterbury Museum Trust on April 8, 2025.
- 3.4. To enable the submission to be approved, we recommend the Council members endorse the request that the following people be delegated to approve the submission:
  - The Mayor, Dan Gordon,
  - Chief Executive Officer, Jeff Millward and
  - Portfolio holder, Joan Ward.

### 4. **ISSUES AND OPTIONS**

- 4.1. There are no anticipated issues relating to the content of this report
- 4.2. The Council has two options: it may receive the report and endorse the delegations or request no submission is made.

#### **Implications for Community Wellbeing**

There are minimal implications on community wellbeing by the issues and options that are the subject matter of this report. The museum is not operational at present, and this will not change in the period covered in the annual plan being consulted on.

### 5. **COMMUNITY VIEWS**

#### 5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are not likely to be affected by or have an interest in the subject matter of this report.

#### 5.2. **Groups and Organisations**

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

#### 5.3. **Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report.

### 6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

#### 6.1. **Financial Implications**

There are no financial implications for the decisions sought by this report. The content of this report is solely focused on the delegated authority to approve the Council's submission to the Canterbury Museum Trust Board, rather than any proposed levy increases.

#### 6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do not have sustainability and/or climate change impacts.

**6.3 Risk Management**

There are no risks arising from the adoption/implementation of the recommendations in this report.

**6.3 Health and Safety**

There are no health and safety risks arising from the adoption/implementation of the recommendations in this report.

**7. CONTEXT****7.1. Consistency with Policy**

This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy.

**7.2. Authorising Legislation**

*Local Government Act 2002*

**7.3. Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report, in particular, social and cultural.

**7.4. Authorising Delegations**

No additional delegations are requested as a result of this report.