

Waimakariri District Council

Agenda

Tuesday 5 November 2024

1.00pm

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

<u>AGENDA CONTENTS – COUNCIL MEETING 5 November 2024</u>		
<u>Item Number</u>	<u>Item Topic</u>	<u>Pages</u>
4.1	Confirmation of Minutes – Council meeting 1 October 2024	8 – 29
4.2	Confirmation of Minutes – Council meeting 15 October 2024	30 – 34
Adjourned business		
6.1	Nil	
Staff Reports		
7.1	Compass FM Relocation Support	35 – 39
Matters Referred		
8.1	Saline Incursions in the Kaiapoi and Ruataniwha Cam Rivers	40 – 49
8.2	Request for Sealing of Riverside Road and Inglis Road and Establishment of a Targeted Rate for the Area	20 – 100
Health, Safety and Wellbeing		
9.1	Health, Safety and Wellbeing Report October 2024	101 – 111
Report for Information		
	Nil	
Minutes for Information		
10.1	Community and Recreation Committee meeting 17 September 2024	112 – 118
10.2	Utilities and Roding Committee meeting 15 October 2024	119 – 127
11.1	Oxford Ohoka Community Board meeting 2 October 2024	128 – 136
11.2	Rangiora-Ashley Community Board meeting 9 October 2024	137 – 142
11.3	Woodend-Sefton Community Board meeting 14 October 2024	143 – 150
Mayors Diary		
	Nil.	

An ordinary meeting of the Waimakariri District Council will be held in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora, on **Tuesday 5 November 2024** commencing at 1pm.

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. **ACKNOWLEDGEMENTS**

4. **CONFIRMATION OF MINUTES**

4.1 **Minutes of a meeting of the Waimakariri District Council held on Tuesday 1 October 2024**

RECOMMENDATION

8 – 29

THAT the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of the Waimakariri District Council meeting held on Tuesday, 1 October 2024.

4.2 **Minutes of a meeting of the Waimakariri District Council held on Tuesday 15 October 2024**

RECOMMENDATION

30 – 34

THAT the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of the Waimakariri District Council meeting held on Tuesday, 15 October 2024.

MATTERS ARISING (from Minutes)

5. **DEPUTATIONS AND PRESENTATIONS**

Nil.

6. **ADJOURNED BUSINESS**

Nil.

7. REPORTS

- 7.1 **Compass FM Relocation Support** – G Steele (Property Acquisitions and Disposals Manager) and K Brocas (Senior Advisor Project Delivery)

RECOMMENDATION

35 – 39

THAT the Council:

- (a) **Receives** Report No. 241017180171.
- (b) **Approves** staff utilisation of local networking to assist the Trust in finding new suitable premises—land, building, or both (Option 2 referred to in Trim. 241017180171).
- (c) **Notes** that, subject to the Option directed to further investigate in recommendation (b), staff will prepare a future report that stipulates further details, including any specific financial implications and terms for Council approval (if applicable).

8. MATTERS REFERRED

- 8.1 **Saline Incursions in the Kaiapoi and Ruataniwha Cam Rivers** – S Allen (Water Environment Advisor)

(Refer to the attached copy of report Trim no. 240918159973 to the Kaiapoi-Tuahiwi Community Board meeting of 21 October 2024).

Please note that the recommendation as resolved by the Kaiapoi-Tuahiwi Community Board is different to that in the staff report.

RECOMMENDATION

40 – 49

THAT the Council

- (a) **Requests** for modelling to be led by Environment Canterbury to establish the key drivers of saline incursions in the Kaiapoi and Ruataniwha Cam Rivers, which incorporates tides, river flows and salinity data.
- (b) **Requests** that Environment Canterbury determine and employ methods to monitor water quality and aquatic ecology trends of the tidal section of the Kaiapoi River.
- (c) **Circulates** this report to the Waimakariri Water Zone Committee at a Council-Ngāi Tūāhuriri Rūnanga meeting and to all the Rural Drainage Advisory Groups.
- (d) **Requests** staff ascertain from Environment Canterbury what type of testing could be done, including costs and time frames, to deliver evidence of what is happening in the Kaiapoi River.

- 8.2 **Request for Sealing of Riverside Road and Inglis Road and Establishment of a Targeted Rate for the Area** – Joanne McBride (Roading and Transport Manager)

(Refer to the attached copy of report Trim no. 241001168468 to the Hearing Panel for Sealing of Riverside Road and Inglis Road of 11 October 2024)

Please note that the minutes have been included (pages 96 to 100)

RECOMMENDATION

50 – 100

THAT the Council

- (a) **Approves** the inclusion of the targeted rate for the sealing of Riverside Road and Inglis Road in the Draft Annual Plan 2025/26, as detailed in the Statement of Proposal (Trim no. 240818138178).
- (b) **Notes** that property owners have the option of paying by lump sum or by a targeted rate.

9. HEALTH, SAFETY AND WELLBEING

9.1 Health, Safety and Wellbeing Report October 2024 - J Millward (Chief Executive)

RECOMMENDATION

101 – 111

THAT the Council:

- (a) **Receives** Report No 241014177625.
- (b) **Notes** that there were no notifiable incidents this month. The organisation is, so far as is reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) as required by the Health and Safety at Work Act 2015.
- (c) **Circulates** this report to the Community Boards for their information.

10. COMMITTEE MINUTES FOR INFORMATION

10.1 Minutes of a meeting of the Community and Recreation Committee of 17 September 2024

10.2 Minutes of a meeting of the Utilities and Roading Committee of 15 October 2024

RECOMMENDATION

112 – 127

- (a) **THAT** Items 10.1 and 10.2 be received for information.

11. COMMUNITY BOARD MINUTES FOR INFORMATION

11.1 Minutes of the Oxford-Ohoka Community Board meeting of 2 October 2024

11.2 Minutes of the Rangiora-Ashley Community Board meeting of 9 October 2024

11.3 Minutes of the Woodend-Sefton Community Board meeting of 14 October 2024

RECOMMENDATION

128 – 150

- (a) **THAT** Items 11.1 to 11.3 be received for information.

12. COUNCIL PORTFOLIO UPDATES

12.1 Climate Change and Sustainability – Councillor Niki Mealings

12.2 International Relationships – Deputy Mayor Neville Atkinson

12.3 Property and Housing – Deputy Mayor Neville Atkinson

13. QUESTIONS

(under Standing Orders)

14. URGENT GENERAL BUSINESS

(under Standing Orders)

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

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

In accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it is moved:

That the public is excluded from the following parts of the proceedings of this meeting.

- 15.1 Confirmation of Public Excluded Minutes of Council meeting of 1 October 2024
- 15.2 Oxford Urban/Rural No. 2 Source Capacity Upgrade
- 15.3 Contract 24/30 – Riverside Road Seal Extension Tender Evaluation and Contract Award Report
- 15.4 Local Government Funding Agency Annual General Meeting
- 15.5 Williams Street Bridge Balustrade Replacement Project Status and Approvals

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.	Subject	Reason for excluding the public	Grounds for excluding the public-
15.1	Confirmation of Public Excluded Minutes of Council meeting of 1 October 2024	Good reason to withhold exists under section 7	To protect the privacy of a natural person, including that of deceased natural persons, and to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). LGOIMA Sections 7(2) (a) and (i).
REPORTS			
15.2	Oxford Urban/Rural No. 2 Source Capacity Upgrade	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 and to prevent the disclosure or use of official information for improper gain or improper advantage. LGOIMA Sections 7(2) (h) and (j).
15.3	Contract 24/30 – Riverside Road Seal Extension Tender Evaluation and Contract Award Report	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. LGOIMA Section 7(2) (h).
15.4	Local Government Funding Agency Annual General Meeting	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 and to prevent the disclosure or use of official information for improper gain or improper advantage. LGOIMA Sections 7(2) (h) and (j).
REPORT REFERRED FROM THE KAIAPOI-TUAHIWI COMMUNITY BOARD			
15.5	Williams Street Bridge Balustrade Replacement Project Status and Approvals	Good reason to withhold exists under section 7	To protect the privacy of a natural person, including that of deceased natural persons, maintain legal professional privilege, and to enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) LGOIMA Sections 7(2) (a), (g) and (i).

CLOSED MEETING

Refer to Public Excluded Agenda (separate document)

OPEN MEETING

16. NEXT MEETING

The next ordinary meeting of the Council is scheduled for Tuesday 3 December 2024, commencing at 1pm to be held in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora.

MINUTES OF THE COUNCIL MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON TUESDAY 1 OCTOBER 2024 WHICH COMMENCED AT 1PM.

PRESENT

Mayor D Gordon (Chairperson), Deputy Mayor N Atkinson, Councillors A Blackie, B Cairns, T Fulton, J Goldsworthy, N Mealings, P Redmond, J Ward (arrived at 1:02pm) and P Williams.

IN ATTENDANCE

J Millward (Chief Executive), C Brown (General Manager Community and Recreation), G Cleary (General Manager Utilities and Roading), K LaValley (General Manager Planning, Regulation and Environment), S Nichols (Governance Manager), M Bacon (Development Planning Manager), J Recker (Stormwater and Waterways Manager), J McBride (Roading and Transportation Manager), S Docherty (Policy and Corporate Planning Team Leader), J Fraser (Infrastructure Planner), N Sheerin (Senior Planner), T Kunkel; (Governance Team Leader) and C Fowler-Jenkins (Governance Support Officer).

There were four members of the public present.

1. APOLOGIES

Moved: Councillor Redmond

Seconded: Councillor Blackie

THAT the Council:

- (a) **Receives and sustains** an apology for absence from Councillor Brine and for lateness from Councillor Ward, who arrived at 1:02pm.

CARRIED

2. CONFLICTS OF INTEREST

Item 7.6 – Councillor Fulton declared a conflict of interest as he was currently the Chairperson of the Oxford Health and Fitness Trust.

Items 7.8 and 17.5 – Deputy Mayor Atkinson and Councillor Mealings declared conflicts of interest as they served as commissioners for the Proposed District Plan Hearings.

3. ACKNOWLEDGEMENTS

Mayor Gordon acknowledged Robin and Vicki Brown, who were presented with a business award.

4. CONFIRMATION OF MINUTES

4.1 Minutes of a meeting of the Waimakariri District Council held on Tuesday, 3 September 2024

Moved: Councillor Fulton

Seconded: Councillor Cairns

THAT the Council:

- (a) **Confirms** the circulated Minutes of the Waimakariri District Council meeting held on Tuesday 3 September 2024 as a true and correct record.

CARRIED

MATTERS ARISING (from Minutes)

There were no matters arising.

5. DEPUTATIONS AND PRESENTATIONS

Nil.

6. ADJOURNED BUSINESS

Nil.

7. REPORTS

7.1 Stormwater Drainage and Watercourse Protection Bylaw Adoption by Council – J Fraser (Infrastructure Planner) and J Recker (Stormwater and Waterways Manager)

J Fraser spoke to the report, which recommended the adoption of the Stormwater Drainage and Watercourse Protection Bylaw following public consultation, which had generated some minor submission points. Staff noted that, when implementing the Bylaw, they had the discretion to approve the use of the aggregate AP20, which was a point raised during public consultation.

Moved: Councillor Williams

Seconded: Councillor Goldsworthy

THAT the Council:

- (a) **Receives** Report No. 240729124840.
- (b) **Notes** that one submission was received on the draft Bylaw related to the use of grass filter strips and AP20 for stabilised entranceways.
- (c) **Notes** the Council currently permits the use of grass filter strips to provide erosion and sediment control on residential building sites.
- (d) **Acknowledges** the submitter's request for the Council to approve the use of AP20 aggregate to stabilise temporary vehicle entranceways but notes this may not achieve sufficient erosion and sediment control within residential building sites to protect the downstream stormwater systems and receiving environment.
- (e) **Notes** that, when implementing the Bylaw, the Council will generally require temporary stabilised vehicle entranceways on building and earthworks sites to be implemented in line with the Erosion and Sediment Control Toolbox for Canterbury, as far as is practicable within each site.
- (f) **Notes** the Council will consider alternative erosion and sediment control options for temporary vehicle entranceways due to practicality and space constraints within small residential building sites, subject to the operator or contractor demonstrating that discharge standards (primarily Rule 5.94A of the Canterbury Land and Water Regional Plan) and all Bylaw requirements can be met when using alternative options.
- (g) **Notes** there are no changes recommended to the draft Bylaw as a result of submissions.
- (h) **Notes** no further changes are proposed to the "tracked changes" version of the draft Bylaw that was publicly consulted.
- (i) **Notes** that the increase in operating costs required for implementing approvals in accordance with the Bylaw will be managed from existing budgets and existing staff time.
- (j) **Adopts** the Waimakariri District Council Stormwater Drainage and Watercourse Protection Bylaw 2024.

- (k) **Notes** that once adopted, the Stormwater Drainage and Watercourse Protection Bylaw 2024 will not be required to be formally reviewed for another ten years. However, it will be able to be reviewed in the intervening period if required.

CARRIED

7.2 **Adoption of the Northern Pegasus Bay Bylaw 2024** – S Docherty (Policy and Corporate Planning Team Leader)

S Docherty spoke to the report, noting that during the consultation process, the hearing panel acknowledged that many of the submitters were guardians of the beaches who sought to uphold the area's values and enjoyment and the importance of birdlife in the Ashley/Rakahuri Estuary. The hearing panel believed that giving effect to the Bylaw was best served by proactive measures, including education and signage.

S Docherty commented that the hearing panel asked Environment Canterbury (ECan) to consider how the Northern Pegasus Bay Bylaw 2024 Implementation Plan could better recognise and protect the Ashley/Rakahuri Estuary. Feedback from submitters suggested that the plan should consider technology-based solutions to support awareness.

Councillor Fulton sought clarification on the use of geofencing. S Docherty explained that a virtual geographic boundary could be created using Global Positioning System (GPS) technology, and the public could be notified when they crossed into a sensitive ecosystem or protection zone.

Councillor Cairns asked if the budget provision had been made for geo-fencing. S Docherty noted that a submitter made a comment, and staff had not looked into the feasibility or costs.

Moved: Councillor Blackie

Seconded: Councillor Redmond

THAT the Council:

- (a) **Receives** Report No. 240618098956.
- (b) **Receives** the Minutes of the Hearing Panel meetings held on 18 July 2024 (Trim 240716116667) and 03 September 2024 (Trim 240904149932).
- (c) **Adopts** the Northern Pegasus Bay Bylaw 2024 (Trim 240815136976) as applying from 01 November 2024.
- (d) **Adopts** the Dog Control Bylaw Schedule (amended 2023) - (Trim 230626094391).
- (e) **Forwards** the adopted Northern Pegasus Bay Bylaw 2024 to the Minister of Transport for his approval.
- (f) **Notes** that, once adopted, the Northern Pegasus Bay Bylaw 2024 will be formally reviewed in 2029 however an earlier review can be undertaken should an issue arise.

CARRIED

The Chairperson of the Northern Pegasus Bay Bylaw Hearing Panel, Councillor Blackie, thanked the panel members for their work and made the following comments:

- The Clause '*Protect the natural values of the foreshore and estuary environment while acknowledging community values associated with its use*' was included due to the Biodiversity Trust's submission.

- The landing and taking off of recreational aircraft on Ashworths Beach did not seem controversial, as the Canterbury Recreational Aircraft Club controlled members well. The only concern was the aircraft's approach over the estuary, which could disturb nesting birds; however, staff were investigating resolving the matter via a user agreement with the Club.
- About hunting, Councillor Blackie noted that gun dogs were trained, and there was no evidence that they had disturbed the birds during hunting activities.
- The Hearing Panel had no concerns with cultural fires; however, an open fire was needed first to host a hangi. Therefore, the panel agreed that no fires should be lit without prior approval from Fire and Emergency New Zealand (FENZ) and the Council.
- The impact of dogs (domestic pets) on wildlife in the Ashley/Rakahuri Estuary was highly controversial, with 90% of dog owners complying; however, 10% of dog owners were not as cautious, and it, therefore, became necessary to try to control dog access to certain areas.

Councillor Redmond endorsed Councillors Blackie's comments. He thanked staff for their work on reviewing the bylaws, which had proved to be more considerable than anticipated. He commented that the panel had to balance competing user interests and believed they had achieved a mutually beneficial outcome for all beach users. The panel did note that better signage and better enforcement would be advantageous. There were excellent submissions from all sides of the argument.

Mayor Gordon acknowledged the work of the hearing panel and staff. He commented that the bylaw had progressively developed over many years and successfully controlled most activities on Waimakariri beaches.

7.3 **Temporary Closure of Tuahiwi Road for Hui A Motu and the Māori Queens Visit – S Maxwell (Roading Compliance Officer) and J McBride (Roading and Transportation Manager)**

J McBride took the report as read, noting that event road closure applications were usually permitted under the alternative process outlined in the Transport (Vehicular Traffic Road Closure) Regulations 1965, which required the proposed closure to be advertised no less than 42 days before the event. However, due to the timeframes provided with this event application, the legislative requirements could not be met. Authorisation from the Council was, therefore, sought to approve a road closure under Section 11e of the 10th Schedule of the Local Government Act 1974, which allowed the Council to approve a temporary road closure.

Moved: Deputy Mayor Atkinson

Seconded: Councillor Ward

THAT the Council:

- Receives** Report No. 240919160960.
- Approves** the closure of Tuahiwi Road between Greens Road and 196 Tuahiwi Road on the 22nd of October 2024, between the hours of 8am and 10am, under Section 11(e) of the 10th Schedule of the Local Government Act 1974.
- Notes** that due to the timeframes provided, approval of the closure under the Transport (Vehicular Traffic Road Closure) Regulations 1965 is not achievable, as this requires the proposed closure to be advertised no less than 42 days prior to the event.
- Notes** that there are alternate routes available and, as such, staff support this requested closure.

CARRIED

Deputy Mayor Atkinson noted that this was not an unusual request and had been done previously. Therefore, he supported the motion.

Mayor Gordon commented that this was a regulatory matter, and the Hui Ā Motu was an important event for the Waimakariri District.

7.4 **National Land Transport Programme (NLTP) 2024 – 2027 Continuous Programme Funding Endorsement** – J McBride (Roading and Transportation Manager) and G Cleary (General Manager Utilities and Roading)

J McBride spoke to the report, noting it detailed the 2024/27 National Land Transport Programme (NLTP) funding bid, specifically in relation to the Council's Continuous Programme, which included maintenance, operations, and renewals. The funding the New Zealand Transport Agency endorsed for the three years was \$9,225,312 less than the Council 2024-34 Long Term Plan's allocated budget. Although the Council's share was available, it still left the Council with a shortfall of \$4,704,909.

J McBride advised that staff had worked through different options. The proposed approach was to set budgets to utilise the approved NLTP funding plus the Council's share, which would not impact rates. She noted that this would impact the Council's ability to deliver services, particularly in areas where funding had been significantly reduced, such as footpath maintenance and renewals. The proposed approach allowed for the CycleSense Programme to continue until 30 June 2025 at a reduced basic level of delivery.

G Cleary commented that it was important for staff to have direction from the Council as staff needed to continue with maintenance operations and renewals, which were a core part of the programme. As part of the Council's 2025/26 Annual Plan, the Council would have the opportunity to reconsider various programmes for the 2025/26 and 2026/27 financial years.

In response to Deputy Mayor Atkinson's question, J McBride confirmed that the maintenance of the Mafeking Bridge would be funded through the Bridge Maintenance Budget.

Councillor Fulton asked if the proposed reduction in the budget for footpath maintenance and renewals would still enable the Council to maintain them appropriately. J McBride noted that staff could proceed with general maintenance work under the budget; however, less renewal work would be done. During the year, staff would review footpaths to ascertain what repairs were required in preparation for the draft 2025/26 Annual Plan process.

Moved: Mayor Gordon

Seconded: Councillor Redmond

THAT the Council:

- (a) **Receives** Report No. 240918159781.
- (b) **Approves** the revised budget for the Continuous Programme of \$54,366,404 over the next three years (being the National Land Transport Programme (NLTP) endorsed budgets through the 2024-27 NLTP plus the Council's share of the budget already allocated through the LTP).
- (c) **Approves** the revised budget for the Continuous Programme for the 2024/25 Year of \$18,306,423 (Trim 240919160917).
- (d) **Notes** that this budget is less than the Council approved budget through the Long Term Plan (\$59,071,313) but is more than has been endorsed through the National Land Transport Programme (\$49,846,001).

- (e) **Notes** that the implications of this reduced budget are that:
 - (i) Existing Levels of Service will not be able to be maintained in Walking and Cycling Maintenance and Renewals
 - (ii) Local Road Operations will have some renewal activities pushed out into future years and some maintenance activities will need to be reduced to fit within budget.
 - (iii) The CycleSense programme delivery into schools will need to be scaled back to continue, and staff will continue to work closely with North Canterbury Sports and Recreation Trust on what this may entail. However, it is likely to include Grade 1 training only, which is in school and not on the road.
- (f) **Notes** that the Council share (49%) of the difference in funding has already been allowed for within the Council's 2024-34 Long Term Plan budgets, and as such, this funding is available to be utilised but will, in effect, be un-subsidised as there is no co-funding share to match.
- (g) **Notes** there is no rates impact from the recommended approach.
- (h) **Notes** that the proposed approach will allow the CycleSense Programme to continue until 30 June 2025. The Council can then consider the future of the programme as part of the 2025/26 Annual Plan.
- (i) **Notes** that the Council has an opportunity to reconsider all budgets for 2025/26 and 2026/27 as part of the upcoming 2025/26 Annual Plan process.
- (j) **Notes** that the staff will continue to work with the New Zealand Transport Agency to see if any other funding streams may be available and to seek a cost scope adjustment for the Southbrook Culvert Replacement work, which is a high priority. Any further developments will be reported to the Council.

CARRIED

Mayor Gordon acknowledged the work done in preparing the Council's 2024/27 NLTP funding bid and expressed frustration that the Council was unsuccessful in securing the funding it required. However, this was not unusual, and the Waimakariri District Council was in the same situation as most other councils. Mayor Gordon noted that the suggested programme would not have a rating impact. Any suggested additions to the programme would have to be considered part of the 2025/26 Annual Plan process. He believed it was prudent to provide additional funding to the CycleSense Programme; however, if the Council decided to extend that programme beyond 30 June 2025, it was a matter for the 2025/26 Annual Plan.

Councillor Redmond noted the significant funding shortfall of \$9,225,312 over the three years. The Council would, therefore, have to prioritise where it would spend the funding carefully. He believed that the Council needed to be conscious of ensuring value for money that would benefit the most people. He was pleased to see that the CycleSense Programme would continue, albeit in a scaled-down form, until June 2025. He thanked the staff for the work they had done.

7.5 Changes to Roothing Projects Resulting from Endorsed Funding in the 2024 – 27 National Land Transport Programme– J McBride (Roading and Transportation Manager) and G Cleary (General Manager Utilities and Roading)

J McBride explained that the Council's Low-Cost Low-Risk (LCLR) Programme was generally for larger projects that were less than \$2 million and considered low-cost/low-risk. The Council's bid was for \$18million; however, funding approved through the National Land Transport Programme (NLTP) was only \$700,000 for the three-year period, which was significantly less. She noted that staff was advocating a multi-layered approach to progressing these projects. This included, among others:

- Moving projects beyond the three-year period of the NLTP.
- Delaying works out of this financial year to be considered at the next Annual Plan.
- Continuing at a lower level of investment by utilising only the Council's share of funding at this time.
- Continuing with the design only of several declined but important projects utilising Council's allocated share of funding.

J McBride noted staff had recommended that:

- The Fernside/Todds Road intersection project will still be undertaken and fully funded by the Council.
- At this stage, the Townsend Road project would be considered as part of the upcoming 2025/26 Annual Plan.
- The Ravenswood cycle connection was moved outside the current NLTP funding period because staff were actively discussing with NZTA whether it could be delivered through the Woodend Bypass works.

G Cleary noted that staff were trying to ensure that the design of some of the projects stayed on track to set the Council's direction for the next three years. The Council would have the opportunity to consider other projects during the following two Annual Plan processes. He noted that rates would be reduced over the next three years due to staff moving a number of projects out.

Mayor Gordon asked if the reason for retaining the Fernside Road/Todds Road intersection was the rebuilding of Sutton Tools. J McBride advised that it was suggested the project stay as the intersection was in a growing commercial area, and there were also safety issues to consider.

Councillor Cairns acknowledged that staff were in discussions with NZTA regarding the Ravenswood / Woodend walking connection. However, he enquired when staff envisaged implementing the walking connection as the Woodend Bypass was still far away. J McBride noted that staff were working closely with NZTA to try to initiate the project as quickly as possible. There was an option to bring projects forward during the Annual Plan process.

Councillor Fulton asked what had enabled the Mulcocks Road and Fernside Road Rail Crossings to progress. J McBride replied that NZTA would hold a workshop with the Council on this matter, including Lineside Road and where they sat concerning the funding.

Councillor Redmond asked what the impact would be if the Ravenswood/Woodend Walking Connection was shifted and implemented. G Cleary noted that from a practical perspective, it would be challenging for the Council to deliver the project now as staff would like more certainty about NZTA plans for the Woodend Bypass. He suggested that if the Council wanted to progress the walking connection, it should be considered part of the 2025/26 Annual Plan process.

Councillor Williams enquired if any foreseeable problems could arise from designing a project now which would not be implemented for some time. G Cleary did not see a significant risk in proactively designing projects now.

Moved: Mayor Gordon

Seconded: Councillor Mealings

THAT the Council:

- Receives** Report No. 240918160602.
- Approves** staff progressing Capital Projects as outlined in Option Two of this report (Trim: 240918160602).

- (c) **Approves** additional funding of \$925,840 in the 2020/21 financial year to allow high-priority safety projects to progress, which includes a number of projects which are of high value to the community but with relatively low cost:
- Minor Safety - School Safety - \$50,000
 - Broad/Harleston intersection - \$50,000
 - Minor Safety - Speed Management - \$50,000
 - Minor Safety - Intersection Improvements - \$120,000
 - Minor Safety - Lighting - \$25,000
 - Minor Safety - High-Risk Rural Intersections - \$200,000
 - Minor Safety Programme - Minor Works - \$50,000
 - Minor Safety - Roadside Hazards - \$200,000
 - Minor Safety - Walking and Cycling - \$100,000
 - Fernside Rd / Todds Rd Intersection - Safety Improvement - \$685,000
- (d) **Approves** the following projects being progressed within the available Council share of funding (i.e., within Council's 49% share) and, as such, will have a reduced scope. These are considered important projects to continue to progress:
- GCP Travel Demand Management Programme
 - Public Transport Infrastructure
 - Robert Coup Drive / Ohoka Road Intersection Improvement - Design
 - Seal Widening
 - Lees Valley Willow Walls / Culverts Resilience Project
 - Minor Improvements - Drainage (culverts)
 - Mulcocks Road and Fernside Road Rail Crossings in conjunction with NZTA and KiwiRail
- (e) **Approves** the following projects being progressed to the design stage only within the Council share of funding already allocated (i.e., within Council's 49% share):
- Oxford Road / Lehman's Road Roundabout - Design
 - Widen Skewbridge Road - Skew Bridge to Mulcocks - Design
 - Widen Skewbridge Road - Mulcocks to Threlkelds - Design
 - Bradleys Road / McHugh's Rd / Tram Road Intersection – Design
 - Minor Improvements - Flood Resilience Depot Road - Design
- (f) **Approves** the following projects not being progressed in the current year; however, timing can be considered as part of the upcoming Annual Plan process:
- Rangiora Woodend Road Improvements - Widening and Hazard removal
 - Two Chain Road / Tram Road Intersection - Safety Improvements
 - Ashley Gorge Road / German Road - Safety Improvements
 - Oxford Road / Tram Road Intersection - Safety Improvement
 - Woodend Improvements in conjunction with NZTA PBC and Woodend Bypass
 - Lees Valley Bypass Bridge
- (g) **Approves** the following projects not being progressed at this time, with projects to be moved outside of the current NLTP 2024-27 period:
- Walking and Cycling Implementation
 - Mafeking Bridge improvements
 - Woodend to Ravenswood Walking and Cycling Connection
 - Fawcetts Road / Cones Road Intersection
 - Flaxton Road / Fernside Road East Intersection
 - Luminaire Management system and LED conversion
- (h) **Notes** that the following projects have had co-funding approved and, as such, can proceed as planned:
- South Eyre Road / Giles Road / Tram Road Intersection - Safety Improvements - Design only;

- Rangiora Woodend Road / Boys Road / Tuahiwi Road Intersection - Design only;
 - Tram Road/No. 10 Road Intersection - Realignment and Safety Improvements.
- (i) **Notes** that the overall effect on Rates of Recommendations (b) to (h) as above recommendations is a decrease to the Roding rate of 0.3% in 2025/26, 0.4% in 2026/27 and 0.1% in 2027/28. The rating impact on the General Rate results in a decrease of 0.1% in 2025/26, 0.1% in 2026/27 and 0.0% in 2027/28. The capital projects are loan-funded.
- (j) **Notes** that this request for additional budget would be offset with savings in the current year of \$1,575,719 due to other projects being moved out.
- (k) **Notes** that moving projects out will have the effect of delaying rates increases until such time as the works are carried out in the future.
- (l) **Notes** that should funding become available at any stage during the NLTP period, consideration could then be given to bringing forward funding to allow projects to proceed. It is considered that there is a small likelihood of this occurring, as there is limited funding in this area and there is likely to be strong competition for any excess funding.
- (m) **Notes** that the New Footpath Programme is able to continue as planned, as Council budgets had assumed co-funding would not be received through the National Land Transport Programme (NLTP).
- (n) **Notes** that feedback from the Community can be sought through the upcoming 2025/26 Annual Plan process, including consideration of funding for the Minor Safety Programme for the 2025/26 and 2026/27 financial years.
- (o) **Notes** that the budget has been allocated through the Long Term Plan in 2024/25 to progress the preliminary work on the Rangiora Eastern Link Road.

Mayor Gordon agreed around the Fernside Road/Todds Road intersection, as it made sense given the business pressures and was becoming a fairly busy route. As to the other projects mentioned in the report, such as the Ravenswood / Woodend walking connection, he believed the correct process was to see if it could be achieved before the Woodend Bypass. He agreed with the Woodend-Sefton Community Board that the safety improvements were very important. However, he supported the motion.

Councillor Mealings noted that a lot of work went into the report. She appreciated what was proposed would put the Council in good stead if they could get further funding.

Amendment

Moved: Councillor Redmond

Seconded: Councillor Ward

THAT the Council:

- (a) **Receives** Report No. 240918160602.
- (b) **Approves** staff progressing Capital Projects as outlined in Option Two of this report (Trim: 240918160602).
- (c) **Approves** additional funding of \$925,840 in the 2024/25 financial year to allow high-priority safety projects to progress, which includes a number of projects which are of high value to the community but with relatively low cost:
- Minor Safety - School Safety - \$50,000
 - Broad/Harleston intersection - \$50,000

- Minor Safety - Speed Management - \$50,000
 - Minor Safety - Intersection Improvements - \$120,000
 - Minor Safety - Lighting - \$25,000
 - Minor Safety - High-Risk Rural Intersections - \$200,000
 - Minor Safety Programme - Minor Works - \$50,000
 - Minor Safety - Roadside Hazards - \$200,000
 - Minor Safety - Walking and Cycling - \$100,000
 - Fernside Road / Todds Road Intersection - Safety Improvement - \$685,000
- (d) **Approves** the following projects being progressed within the available Council share of funding (i.e., within Council's 49% share) and, as such, will have a reduced scope. These are considered important projects to continue to progress:
- GCP Travel Demand Management Programme
 - Public Transport Infrastructure
 - Robert Coup Drive / Ohoka Road Intersection Improvement - Design
 - Seal Widening
 - Lees Valley Willow Walls / Culverts Resilience Project
 - Minor Improvements - Drainage (culverts)
 - Mulcocks Road and Fernside Road Rail Crossings in conjunction with NZTA and KiwiRail.
- (e) **Approves** the following projects being progressed to the design stage only within the Council share of funding already allocated (i.e., within Council's 49% share):
- Oxford Road / Lehman's Road Roundabout - Design
 - Widen Skewbridge Road - Skew Bridge to Mulcocks - Design
 - Widen Skewbridge Road - Mulcocks to Threlkelds - Design
 - Bradleys Road / McHugh's Road / Tram Road Intersection – Design
 - Minor Improvements - Flood Resilience Depot Road - Design
- (f) **Approves** the following projects not being progressed in the current year; however, timing can be considered as part of the upcoming Annual Plan process:
- Rangiora Woodend Road Improvements - Widening and Hazard removal
 - Two Chain Road / Tram Road Intersection - Safety Improvements
 - Ashley Gorge Road / German Road - Safety Improvements
 - Oxford Road / Tram Road Intersection - Safety Improvement
 - Woodend Improvements in conjunction with NZTA PBC and Woodend Bypass
 - Woodend to Ravenswood Walking and Cycling Connection
 - Lees Valley Bypass Bridge.
- (g) **Approves** the following projects not being progressed at this time, with projects to be moved outside of the current NLTP 2024-27 period:
- Walking and Cycling Implementation
 - Mafeking Bridge improvements
 - Fawcetts Road / Cones Road Intersection
 - Flaxton Rd / Fernside Road East Intersection
 - Luminaire Management system and LED conversion.
- (h) **Notes** that the following projects have had co-funding approved and, as such can proceed as planned:
- South Eyre Road / Giles Road / Tram Road Intersection - Safety Improvements - Design only
 - Rangiora Woodend Road / Boys Road / Tuahiwi Road Intersection - Design only
 - Tram Road/No. 10 Road Intersection - Realignment and Safety Improvements.

- (i) **Notes** that the overall effect on Rates of Recommendations (b) to (h) as above recommendations is a decrease to the Rooding rate of 0.3% in 2025/26, 0.4% in 2026/27 and 0.1% in 2027/28. The rating impact to the General Rate results in a decrease of 0.1% in 2025/26, 0.1% in 2026/27 and 0.0% in 2027/28. The Capital Projects are loan-funded.
- (j) **Notes** that this request for additional budget would be offset with savings in the current year of \$1,575,719 due to other projects being moved out.
- (k) **Notes** that moving projects out will have the effect of delaying rates increases until such time as the works are carried out in the future.
- (l) **Notes** that should funding become available at any stage during the NLTP period, consideration could then be given to bringing forward funding to allow projects to proceed. It is considered that there is a small likelihood of this occurring, as there is limit funding in this area and any there is likely to be strong competition for any excess funding.
- (m) **Notes** that the New Footpath Programme is able to continue as planned, as Council budgets had assumed co-funding would not be received through the National Land Transport Programme (NLTP).
- (n) **Notes** that feedback from the Community can be sought through the upcoming 2025/26 Annual Plan process, including consideration of funding for the Minor Safety Programme for 2025/26 and 2026/27 financial years.
- (o) **Notes** that budget has been allocated through the Long Term Plan in 2024/25 to progress the preliminary work on the Rangiora Eastern Link Road.

CARRIED

Councillor Redmond noted that the amendment clarified that the projects could be further considered during the 2025/26 Annual Plan process, as indicated by staff. The proposed recommendation's wording was outside the current three-year period. The Woodend-Sefton Community Board would like the Woodend to Ravenswood Walking and Cycling Connection to be considered as part of the 2025/26 Annual Plan process.

Councillor Ward supported the amendment as it was essential for the Council to ensure a safe connection from Woodend to Ravenswood.

Mayor Gordon agreed to the proposed amendment for clarity. He noted that the Woodend to Ravenswood Walking and Cycling Connection would be considered part of the 2025/26 Annual Plan process. He wanted to ensure that staff worked with NZTA, as he believed it could be achieved before the Woodend Bypass.

Councillor Cairns supported the amendment, noting that it could be considered as part of the 2025/26 Annual Plan process, where staff could update the Council on NZTA's progress.

The amendment became the Substantial Motion.

7.6 4WD Access to Ashley Rakahuri River – G Cleary (General Manager Utilities and Rooding)

G Cleary took the report as read, noting that Environment Canterbury (ECan) had much experience dealing with off-road vehicles accessing the Ashley Rakahuri River in the part of the river they managed. ECan had advised that they supported the protection of native birds; however, they believed it would be very difficult to block 4WD vehicles from accessing the Ashley Rakahuri River altogether. If the Council had closed the main access routes, people could still make their way through other tracks.

Councillor Mealings asked if this issue would be a good candidate for a citizens panel; however, Mayor Gordon was unsure.

Councillor Fulton asked if the Council understood that the 4WD Clubs only represented their members. G Cleary noted that many people drove 4WDs, but not all belonged to 4WD Clubs. He did not think the people who participated in Crate Day or disregarded the bird life were necessarily the same people who participated in 4WD Clubs' organised trips.

Moved: Deputy Mayor Atkinson

Seconded: Councillor Cairns

THAT the Council:

- (a) **Receives** Report No. 240917158820.
- (b) **Requests** staff to engage with Environment Canterbury, the Department of Conservation, and community interest groups to consider options for helping to manage recreational opportunities in the Ashley Rakahuri River and to protect the bird breeding habitat.
- (c) **Requests** staff to work with the Department of Conservation to develop a Communications Plan that focuses on protecting wildlife.
- (d) **Requests** staff to undertake a workshop with the Community Boards and the Council to consider options for protecting river bird species, along with consideration of Community feedback.

CARRIED

Deputy Mayor Atkinson commented that working with ECan and DOC was the best way forward, as it would ensure a coordinated effort.

Councillor Cairns concurred with Deputy Mayor Atkinson's comments. He commented that it was difficult to secure community feedback and achieve a balanced view.

Mayor Gordon noted that he had met with the Department of Conservation, the Ashley Rakahuri Rivercare Group, and the New Zealand Police, who supported the proposed paper road closures. He did not believe that banning 4WDs from accessing the Ashley Rakahuri River was the answer, and 4WD Clubs were willing to work with the Council to find potential solutions.

7.7 **Oxford Health and Fitness Trust Loan** – C Brown (General Manager Community and Recreation)

Having previously declared a conflict of interest; Councillor Fulton left the Council Chamber and did not partake in the consideration of the item.

C Brown spoke to the report, which sought approval to issue a \$200,000 loan to the Oxford Health and Fitness Trust (the Trust). The Council had approved the loan in principle on the condition that the Trust seek external funding. However, the Trust had been unsuccessful in securing funding from the Rata Foundation and was only able to generate around \$55,000 to put towards the project.

C Brown noted that there were some risks associated with the loan's issuing, such as the loan not being repaid. However, the Trust had a track record of successfully repaying loans, having previously obtained a loan from the Rata Foundation for the current building. Currently, the Trust leased the building to the North Canterbury Sports Trust, which operated the gym. The gym's membership was growing significantly; however, the current building could not accommodate the growing numbers, hence the need to extend the building.

Responding to a question from Councillor Cairns, C Brown confirmed that the proposed fixed interest rate would be 4.65%.

Councillor Williams asked if there were any other gyms in the Oxford area that the Trust would compete with. C Brown replied that staff were not aware of any other gyms in the Oxford area.

Councillor Williams enquired if the Council would consider funding another company that would wish to operate a gym in the Oxford area. C Brown noted that the Council was not funding the North Canterbury Sports Trust's gym but the extension to the Oxford Health and Fitness Trust to lease the building out.

Moved: Councillor Mealings

Seconded: Councillor Ward

THAT the Council:

- (a) **Receives** Report No. 240919161438.
- (b) **Approves** a community loan of \$200,000 for the Oxford Health and Fitness Trust to enable the construction of an extension as outlined in the Concept and Design Plan (Trim 231130192569), with the following loan conditions:
 - (i) Loan \$200,000
 - (ii) Availability - In one lump sum on the commencement date
 - (iii) Interest Rate at the commencement of the loan- 4.6% (Council average cost of funds)
 - (iv) Loan Term- 10 years
 - (v) Interest Rate Review - The interest rate will be the Council's yearly average cost of borrowing calculated every 12 months following the loan commencement date.
 - (vi) Commencement Date - 7 October 2024
 - (vii) The borrower may pay the balance at any time without penalty
 - (viii) Establishment fee - Nil
 - (ix) Loan commencement date 7 October 2024
 - (x) Loan Expiry date 6 October 2034 (unless paid off earlier).
- (c) **Notes** that the Council approved a loan in Principle in December 2023, which was subject to the outcome of Rata Foundation funding. The Oxford Health and Fitness Trust has confirmed that their application to Rata was unsuccessful.
- (d) **Notes** that the loan will have no effect on rates.
- (e) **Notes** that if the Oxford Health and Fitness Trust were to fold the ownership of the facility and assets would pass to the Council as per the Trust Deed.

CARRIED

Councillor Mealings commented that Oxford was fairly isolated from the rest of the district, as there was no public transport from Oxford to Rangiora or Kaiapoi. This was the only gym in the Oxford area, and the membership was increasing even though they did not advertise. She believed that as Oxford grew, more strain would be placed on the facility; hence, it was important that this well-used facility was able to expand. The Trust had been unsuccessful in securing other funding; however, they had proven that they could pay off a loan. Councillor Mealings, therefore, supported the motion as the loan would have no effect on rates.

Councillor Ward agreed that a gym was needed in Oxford. The Trust had been very responsible with its borrowing in the past, and she therefore supported the motion.

Mayor Gordon acknowledged the work done by Wendy Doody, the previous Chairperson of the Trust. He had been involved in the original fundraising for the Trust building, which was a huge effort from the community. The North Canterbury Sport and Recreation Trust had operated the gym for several years and had formed an alliance with the Trust, which had achieved a good outcome. He supported the motion and also acknowledged Councillor Fulton's work as the present Chairperson.

Councillor Redmond supported the motion as there was only a minor risk, which was mitigated by the fact that if the Trust were to fold, the ownership of the facility and assets would pass to the Council. The Trust's ability to repay the loan was dependent on having a tenant, which they had in the North Canterbury Sport and Recreation Trust.

Councillor Williams also supported the motion and noted that it was good to see a health and fitness centre in the Oxford area. Nonetheless, he did not believe the Council should be a banker, especially as the Council was close to its ceiling debt. He acknowledged the loan would not cost the ratepayers any money; however, he believed that this was a commercial enterprise which should be commercially funded.

Councillor Cairns saw Oxford as an outlying area that required a lot of support. The Trust had looked for funding elsewhere, but it had been unsuccessful. He supported the Council's solution, which would not impact rates but would support a deserving community.

In her right of reply, Councillor Mealings commented that the \$200,000 would be repaid with interest over 10 years. She noted that the Trust had already invested \$55,000 in this initiative, and local labour would be employed, supporting the local community.

7.8 Housing Bottom Lines – Implementing National Policy Statement Directions – M Bacon (Development Planning Manager) and N Sheerin (Senior Planner)

Having previously declared conflicts of interest, Deputy Mayor Atkinson and Councillor Mealings left the Council Chamber and did not participate in the item's consideration.

M Bacon spoke to the report, which requested the Council approve the update to Objective 13.1.2 of the operative Waimakariri District Plan with the latest figures regarding 'Housing Bottom Lines' to be achieved in Waimakariri District in the short, medium, and long term. He explained that housing bottom lines referred to the housing numbers that were at least sufficient to provide for planned growth.

Councillor Cairns questioned if there was a matrix showing where the district's main growth was occurring. M Bacon replied that the specifics of calculating the numbers were done via a model and were subject to the District Plan Review process.

Councillor Ward noted in the projected growth that the short-term (2022-2032) averaged 560 building consents a year, while in the long-term, it was almost half that projection, at 380 per year. She asked why there was a drop. M Bacon replied that it was based on evidence from the District Plan Review, and it was understood that growth migration settings drove the growth in terms of demand.

Moved: Councillor Ward

Seconded: Councillor Goldsworthy

THAT the Council:

- (a) **Receives** Report No. 240809133292.
- (b) **Approves** the updating of objective 13.1.2 in the operative district plan to provide for updated housing bottom lines for Waimakariri, as follows:

Area	Short-Medium Term 2022-2032	Long Term 2032-2052	30 Year Total
Waimakariri	5,600	7,650	13,250
Christchurch	14,150	23,350	37,500
Selwyn	10,000	17,350	27,350
Greater Christchurch	29,750	48,350	78,100

- (c) **Notes** that the proposed update is required under the National Policy Statement for Urban Development.

- (d) **Directs** staff to insert the updated figures for Waimakariri identified in paragraph 3.6 below in Objective 13.1.2 in the operative district plan and amend the related text as necessary.
- (e) **Delegates** the power to the General Manager Planning Regulation and Environment to amend the Waimakariri District Plan in the circumstances set out in section 55(2) of the Resource Management Act 1991.
- (f) **Notes** that housing capacity is considered as part of the Council's Long Term Planning processes.

CARRIED

Councillor Ward noted that the National Policy Statement on Urban Development 2020 required the Council to amend the operative Waimakariri District Plan by incorporating Housing Bottom Lines. She thanked the staff for the report.

Councillor Goldsworthy supported the motion and thanked staff for the work being done.

Councillor Redmond also supported the motion.

7.8 Civil Defence Designated Elected Members in the Absence of the Mayor – K LaValley
(General Manager Planning, Regulation and Environment and Lead Controller CDEM)

K LaValley spoke to the report, which sought Council approval of the 'Delegations to the Mayor' to officially include, under section 25 of the Civil Defence Emergency Management Act 2002, the designated elected members who could sign an Emergency Declaration in the Mayor's absence.

Moved: Mayor Gordon

Seconded: Councillor Goldsworthy

THAT the Council:

- (a) **Receives** Report No. 240916158130.
- (b) **Approves** the appointment of the following designated Elected Member to sign an Emergency Declaration or give notice of a local Transition Period in the Mayor's absence:
 - The Deputy Mayor
- (c) **Notes** the proposed wording in section 6 of S-DM 1043 Jurisdiction of His Her Worship the Mayor (Trim 240918159929).
- (d) **Notes** that in the situation where none of the delegated Elected Members are available, an Emergency Declaration can be signed by the Chair of the Canterbury CDEM Joint Committee, or in the Chair's absence the deputy chair or any other available member of the Joint Committee.
- (e) **Notes** that an Emergency Declaration must be hand-signed.
- (f) **Notes** that not all civil defence emergency responses will require a declaration. However, it is prudent to be prepared for potential situations requiring a declaration when the Mayor is unavailable.

CARRIED

Mayor Gordon commented that it was important that the delegations be formalised. If the Deputy Mayor was not available, the delegation would fall on Councillor Blackie as the most senior Councillor.

Councillor Goldsworthy commented that it was one less thing to worry about.

7.9 **Council Meeting Schedule from January 2025 to October 2025** – S Nichols
(Governance Manager)

S Nichols noted that the proposed schedule was based on the timetabling patterns adopted by the Council over the last few years, with the adjustment that the Council meetings would now commence at 9am.

Councillor Mealings requested that the Community and Recreation Committee meetings and District Planning and Regulation meetings be swapped.

Councillor Fulton asked if staff had considered future changes to the Waimakariri Water Zone Committee. S Nichols noted that staff had been in contact with Environment Canterbury, and these were the tentative dates provided.

Moved: Councillor Mealings

Seconded: Councillor Blackie

THAT the Council:

- (a) **Receives** report No. 240902147555.
- (b) **Adopts** the following meeting schedule for the period from 1 January 2025 to 30 September 2025 (as outlined in Trim:240916157861).

- (i) Ordinary Council Meeting dates for 2025, commencing at 9am on Tuesdays:

4 February 2025	4 March 2025	1 April 2025
6 May 2025	3 June 2025	1 July 2025
5 August 2025	2 September 2025	30 September 2025

- (ii) Council meetings relating to (Draft) 2025/26 Annual Plan and Annual Report, including submissions and hearings:

Draft Annual Plan Budget	28 January 2025 (Tuesday) 9am 29 January 2025 (Wednesday) 9am
Approval to Consult on Annual Plan	18 February 2025 (Tuesday)
Hearing Annual Plan Submissions	7 May 2025 (Wednesday) 8 May 2025 (Thursday)
Annual Plan Deliberations	27 May 2025 (Tuesday) 9am 28 May 2025 (Wednesday) 9am
Adoption of Annual Plan	17 June 2025 (Tuesday)
Annual Report Adoption	29 October 2025

- (c) **Adopts** the following meeting schedule for the period from 1 January 2025 to 30 September 2025 for Committees:

- (i) Audit and Risk Committee generally commencing at 9am on Tuesdays:

11 February 2025	11 March 2025	13 May 2025
10 June 2025	12 August 2025	9 September 2025

- (ii) Utilities and Roding Committee generally at 9am on Tuesdays:

25 February 2025	18 March 2025	15 April 2025
20 May 2025	17 June 2025	15 July 2025
19 August 2025	16 September 2025	

- (iii) District Planning and Regulation Committee generally commencing at 3:30pm on Tuesdays:

25 February 2025	18 March 2025	15 April 2025
20 May 2025	15 July 2025	19 August 2025
16 September 2025		

- (iv) Community and Recreation Committee generally commencing at 1pm on Tuesdays:

25 February 2025	18 March 2025	20 May 2025
15 July 2025	26 August 2025	16 September 2025

- (v) District Licencing Committee generally at 9am on Mondays:

24 February 2025	24 March 2025	28 April 2025
26 May 2025	30 June 2025	21 July 2025
25 August 2025	29 September 2025	

- (vi) Waimakariri Water Zone Committee generally at 4pm on Mondays:

3 February 2025	5 May 2025	4 August 2025
-----------------	------------	---------------

- (vii) Waimakariri Workshops generally at 9am on Tuesdays:

18 February 2025 (1pm)	25 March 2025 (9am)	29 April 2025 (9am)
24 June 2025 (9am)	22 July 2025 (9am)	26 August 2025 (9am)

- (d) **Notes** the Waimakariri Water Zone Committee dates will be subject to further confirmation with Environment Canterbury.
- (e) **Notes** that the Community Boards will adopt their timetable at their October 2024 meetings, as proposed in Trim 240916157861, maintaining a similar meeting pattern to that of 2024.
- (f) **Circulates** a copy of the finalised meeting times to the Community Boards for their information.

CARRIED

Councillor Mealings commented that it was a more efficient use of time.

Mayor Gordon thanked the staff for accommodating the earlier start of the Council meeting.

8. **MATTERS REFERRED FROM COMMITTEES OR COMMUNITY BOARDS**

8.1 **Proposed Closure of Stockwater Races R3A and R3A-7 949 and 1049 South Eyre Road** – D McCormack – (Land Drainage Engineer)

(Refer to report no. 240815136896 to the Oxford-Ohoka Community Board meeting of 4 September 2024)

J Recker explained that an application had been received to close Stockwater races R3A and R3A-7. The races had not contained water for several years and were no longer required for stockwater. Both properties had existing access to stockwater race R1 for any stockwater requirements. There was no financial impact due to the proposed closure of the stockwater races.

Councillor Redmond questioned how many Stockwater races had been closed recently. J Recker noted four water races in the last five years had been closed.

Moved: Councillor Williams

Seconded: Councillor Fulton

THAT the Council

- (a) **Approves** the closure of Stockwater Race R3A and R3A-7.
- (b) **Notes** there will be no loss in rated revenue from this closure nor will the performance of the Stockwater network be impacted. Both properties involved in the closure will continue to have access to Stockwater via alternative existing races.

CARRIED

Councillor Williams commented that he supported the motion and noted that the proposed closure would have no effect on the Stockwater Race System. He thanked the staff for the report.

Councillor Fulton supported the motion. He was aware of the incidental risk of Stockwater Race closures and was reassured that the landowners had other options.

Councillor Redmond was concerned as the Council did not want to create a pattern of closures. Although the races may not be required currently for stockwater, there was evidence that the races provided groundwater recharge and may have a benefit on polluting nitrates.

9. HEALTH, SAFETY AND WELLBEING

9.1 Health, Safety and Wellbeing Report September 2024 - J Millward (Chief Executive)

J Millward took the report as read.

There were no questions from members.

Moved: Councillor Goldsworthy

Seconded: Deputy Mayor Atkinson

THAT the Council

- (a) **Receives** Report No 240917158771.
- (b) **Notes** that there were no notifiable incidents this month. The organisation is, so far as is reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) as required by the Health and Safety at Work Act 2015.
- (c) **Circulates** this report to the Community Boards for their information.

CARRIED

10. REPORTS FOR INFORMATION

Nil.

11. COMMITTEE MINUTES FOR INFORMATION

- 11.1 Minutes of a meeting of the Utilities and Roading Committee of 20 August 2024
- 11.2 Minutes of a meeting of the District Planning and Regulation Committee of 20 August 2024
- 11.3 Minutes of a meeting of the Audit and Risk Committee of 10 September 2024

Moved: Deputy Mayor Atkinson

Seconded: Councillor Cairns

THAT the Council

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

CARRIED

12. **COMMUNITY BOARD MINUTES FOR INFORMATION**

- 12.1 Minutes of the Rangiora-Ashley Community Board meeting of 14 August 2024
- 12.2 Minutes of the Oxford-Ohoka Community Board meeting of 4 September 2024
- 12.3 Minutes of the Woodend-Sefton Community Board meeting of 9 September 2024
- 12.4 Minutes of the Rangiora-Ashley Community Board meeting of 11 September 2024
- 12.5 Minutes of the Kaiapoi-Tuahiwi Community Board meeting of 16 September 2024.

Moved: Councillor Williams

Seconded: Councillor Goldsworthy

THAT the Council

- (a) **Receives** Items 12.1 to 12.5 for information.

CARRIED

13. **MAYORS DIARY - MONDAY 26 AUGUST - 22 SEPTEMBER 2024**

Moved: Councillor Cairns

Seconded: Councillor Goldsworthy

THAT the Council

- (a) **Receives** report no 240923162987.

CARRIED

14. **COUNCIL PORTFOLIO UPDATES**

14.1 **Iwi Relationships** – Mayor Dan Gordon

The Ngai Tūāhuriri and other Rūnanga in the area would be briefed regarding the present developments with 3 Waters. There would be a major gathering with the new Māori Queen Te Arikiinui Kūini Nga wai hono I te po Pootatau Te Wherowhero VIII visiting the Tuahiwi Marae in October 2024.

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

There was an upcoming meeting with the Mayors and the Chairperson to discuss Greater proposed Christchurch Partnership meetings.

14.3 **Government Reforms** – Mayor Dan Gordon

The Mayor had received a letter from the Minister for Building and Construction of New Zealand, Chris Penk, regarding the proposed new planning reform. Regional planning was not a new issue; the previous government had raised it before.

14.4 **Canterbury Water Management Strategy** – Councillor Tim Fulton

- The Waimakariri Water Zone Committee's annual Environment Awards would be held in conjunction with the Council's Community Service Awards on 10 October 2024.
- The Oxford-Ohoka Community Board circulated updated information to interested parties regarding the Woodstock Quarries appeal. He was able to link up a landowner in Oxford, who owned a substantial amount of Mountain Beech trees with Environment Canterbury.
- A substantial account of the history of the Waimakariri River back to 1923 has been found.

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

- The Canterbury Climate Partnership Plan would be formally launched in December 2025. The Council was leading the work on the Canterbury-wide risk visualisation tool and co-leading the regional blue-green network plan with Selwyn District Council to support member councils in locally led implementation.

- NIWA recently released new updated climate projections that were, for the most part, fairly consistent with the 2022 report that was commissioned. However, rainfall projections changed towards a much drier prediction than previously modelled.
- Staff worked on bringing all of the various workstreams in the climate resilience space together to better coordinate efforts, efficiencies, and governance.
- Attended the Christchurch City Council's Coastal Hazards Working Group meeting, and they had completed the first pilot working with the communities of Whakaraupo/Lyttleton Harbor. The group went over its draft consultation document for a Coastal Hazards Adaptation Plan for those communities, which was going to their council for approval. This was the culmination of work done over a long period and had been a well-run process working with staff, elected members, Mana Whenua and a panel of local community members. They were now looking at their engagement plan and any improvements they could make going forward for other adaptation areas.
- The Canterbury Mayoral Forum's Biodiversity Champions meeting was held on 16 September 2024. Attendees from the ten Canterbury councils, including Waimakariri District Council, Selwyn District Council, and Ashburton District Council, presented their biodiversity strategies to the group to assist other councils doing that work elsewhere in understanding various approaches that had been used. Work was ongoing on revitalising the Canterbury Biodiversity Strategy, with a high level of interest in participation. There was a 12-month timeframe for delivering the revitalised strategy.
- Attended a combined group meeting of the region's Biosecurity Advisory Groups in Rolleston. It was good to liaise with everyone and hear about the various challenges and solutions to regional issues, everything from wilding pines to aquatic threats, wallabies, feral pigs and other wild animals, and weeds (CNG, Nasella). Check Clean Dry Campaign would be going live for the summer to reduce the spread of freshwater pests like didymo and golden clam.
- The Ministry for Primary Industries was currently consulting on the proposed amendments to the Biosecurity Act 1993, which had not been updated in 30 years. and changes were needed to address pressures on the biosecurity system from trade, travel, online purchasing and climate change. Consultation would close on 29 November 2024.
- Conducted a site visit with staff to the Ohoka Bush, White's Road Reserve, and the Ohoka Stream Walkway to show them the natural values there and the great restoration work being undertaken. Interestingly, Ohoka Bush did not currently have a Reserve Management Plan.
- The Waimakariri Youth Council held its annual river clean-up on 21 September 2024 in the Ashley Rakahuri River near the Rangiora Airfield. Approximately 65 people assisted and collected 580kg of rubbish that was removed from the riverbanks.
- Attended the planting day at the Huria Reserve, pleased to see much support from elected members, the Rūnanga and the public.
- She hosted a trapping workshop with the Lifestyle Block Group with a speaker from Pest Free Waimakariri and was going to assist with a bird survey in the Ohoka Domain.

14.6 **International Relationships** – Deputy Mayor Neville Atkinson

Several Councillors would be travelling overseas over the next few weeks. The Mayor and some Councillors would be visiting Zonnebeke in Belgium in remembrance of the Battle of Passchendaele. He reiterated that this was a self-funded trip in conjunction with the RSA.

14.7 **Property and Housing** – Deputy Mayor Neville Atkinson

The next Property Portfolio Working Party meeting would be held on 3 October 2024.

15. **QUESTIONS**

Nil.

16 URGENT GENERAL BUSINESS

Nil.

17. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

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

In accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it is moved:

Moved: Deputy Mayor Atkinson

Seconded: Councillor Ward

That the Council

- (a) **Agrees** that the public be excluded from the following parts of the proceedings of this meeting:

- 17.1 Confirmation of Public Excluded Minutes of Council meeting of 3 September 2024
- 17.2 West Eyreton UV Treatment Upgrades Additional Budget
- 17.3 Rural Drainage Contract Additional Details
- 17.4 Land Purchase for new gravel quarry
- 17.5 Discounts on fees for rural subdivision applications in progress when the Proposal District Plan was notified
- 17.6 Comingled Recycling from Kerbside Collections and Solid Waste Facilities
- 17.7 Partial Acquisition of Mandeville property
- 17.8 Ohoka Farmers Market rental
- 17.9 Chief Executive Review

The general subject of each matter to be considered while the public was excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution were as follows:

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public:-
17.1	Confirmation of Public Excluded Minutes of Council meeting of 3 September 2024	Good reason to withhold exists under section 7	To protect the privacy of natural persons, including that of deceased natural persons, and to carry on negotiations (including commercial and industrial negotiations) without prejudice or disadvantage, LGOIMA Section 7 (2)(a) and (i).
REPORTS			
17.2	West Eyreton UV Treatment Upgrades Additional Budget	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 and to prevent the disclosure or use of official information to be used for improper gain or improper advantage, LGOIMA Section 7 (2)(h) and (i).
17.3	Rural Drainage Contract Additional Details	Good reason to withhold exists under section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege, LGOIMA Section 7 (2)(a), (i) and (h).
17.4	Land Purchase for new gravel quarry	Good reason to withhold exists under section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege, LGOIMA Section 7 (2)(a), (i) and (h).

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
17.5	Discounts on fees for rural subdivision applications in progress when the Proposal District Plan was notified	Good reason to withhold exists under section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege, LGOIMA Section 7 (2)(a), (i) and (h).
17.6	Comingled Recycling from Kerbside Collections and Solid Waste Facilities	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, LGOIMA Section 7 (2)(h).
17.7	Partial Acquisition of Mandeville property	Good reason to withhold exists under section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege, LGOIMA Section 7 (2)(a), (i) and (h).
17.8	Ohoka Farmers Market rental	Good reason to withhold exists under section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege, LGOIMA Section 7 (2)(a), (i) and (h).
17.9	Chief Executive Review	Good reason to withhold exists under section 7	To protect the privacy of natural persons and maintain the effective conduct of public affairs through the protection of such members, officers, employees and persons from improper pressure or harassment, LGOIMA Section 7(2) (a) and (f)(ii).

CARRIED**CLOSED MEETING**

The public excluded portion of the meeting commenced at 4.32pm and concluded at 5.47pm.

Resolution to resume in Open Meeting

Moved: Councillor Ward

Seconded: Councillor Redmond

THAT open meeting resumes and the business discussed with the public excluded remains public excluded or as resolved in individual reports.

CARRIED**OPEN MEETING****18. NEXT MEETING**

The Council was scheduled to meet on Tuesday, 15 October 2024, at 1pm to adopt the 2023/24 Annual Report.

The next ordinary meeting of the Council was scheduled for Tuesday, 5 November 2024, commencing at 9am, in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 5.57PM.

CONFIRMED

Chairperson
Mayor Dan Gordon

Date

MINUTES OF THE MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON TUESDAY, 15 OCTOBER 2024 THAT COMMENCED AT 1.00PM

PRESENT

Mayor D Gordon (Chairperson), Deputy Mayor N Atkinson, Councillors A Blackie (arrived 1.05pm), B Cairns, T Fulton, J Goldsworthy, N Mealings, P Redmond, J Ward, and P Williams.

IN ATTENDANCE

J Millward (Chief Executive) (via Audio-visual link), K LaValley (General Manager Planning, Regulation and Environment), G Bell (Acting General Manager Finance and Business Support), S Hart (General Manager Strategy, Engagement and Economic Development), C Brown (General Manager Community and Recreation), P Christensen (Finance Manager), S Nichols (Governance Manager), and T Kunkel; (Governance Team Leader).

1. APOLOGIES

Moved: Mayor Gordon

Seconded: Deputy Mayor Atkinson

THAT the Council:

- (a) **Receives** and sustains an apology for absence from Councillor Brine and for lateness from Councillor Blackie, who arrived at 1:05pm.

CARRIED

2. CONFLICTS OF INTEREST

No conflicts of interest were declared.

3. REPORTS

3.1 Adoption of the Annual Report for the Year Ended 30 June 2024 – G Bell (Acting General Manager Finance and Business Support) and P Christensen (Finance Manager)

G Bell and P Christensen were present for consideration of this report, and G Bell highlighted the following:

- The Annual Report was an important document that served many purposes. First, it was an accountability document for the local community and other stakeholders, which provided valuable information on the Council's finances and information for the year. Second, it provided the Council with solid financial information to plan for the future.
- The Council achieved 68% of its annual performance measures; a further 8% were almost met (assessed as having been achieved to within 5% of the intended target). There were many good results, such as the quality of the roads and footpaths in the district, the Council's response time to water and wastewater faults, the reliability of the Council's curbside waste collection service, the availability of Council recreational facilities and the customer satisfaction in the Council's Aquatic facilities. However, there were also areas where the Council missed its targets, including the response time to building service requests, response time to water supply complaints and the processing of building consent applications.

- Overall, the Council's annual accounts showed a net surplus for the year of \$50million, which included revenue from vested assets of \$60million transferred to the Council to manage. Revenue for the year, excluding vested assets, was \$145million, more or less equal to the budget. Expenditure for the year was \$156million, which was \$18.9million above budget. The most significant variances compared were due to costs which were incurred as part of the capital projects that have been charged as operating expenses, expenditures on the new Corporate Enterprise IT System, interest expense due to above budget interest on variable rate borrowing rates that was offset by higher interest revenue on interest rate swaps and a non-cash loss on the fair value of interest rates swaps due to changes in interest rates during the year.
- Capital Expenditure for the year was \$55.7 million, which was below budget. This shortfall was due to a mix of factors, including land purchases under negotiation of \$7.6 million, the complexity of the water supply UV projects of \$6 million, plus delays and changes due to funding availability and interdependency with other parties.
- The Council's net assets on 30 June 2024 totalled \$2,62million. This was 15% higher than on 30 June 2023 due mainly to the year's surplus and the revaluation of 3 Waters assets, which increased by 28%. Although the increase in net assets enhanced the Council's financial position, it placed an additional burden on the Council to fund the future replacement of the assets.
- As of 30 June 2024, the Council's borrowing for the year increased from \$180million to \$200million. The borrowing was used to assist in funding the Capital Expenditure Programme. The increase was less than budgeted because of the reduction in the Council's capital expenditures compared with the budget. The Council complied with its Treasury Policy Limits. The Council's net debt, as a percentage of operating revenue of 138%, was less than in the previous financial year.

G Bell advised that concerns had been raised about the Council's Community Outcomes, which were included in its Annual Report and referred to the United Nations' Sustainable Development Goals (UNSDG). However, the Council had previously agreed to remove the reference to the UNSDG from its 2024-34 Long Term Plan. Hence, it was suggested that the reference also be removed from the Council's Annual Report, as it was only a cross-reference that would not affect any community outcomes.

G Bell reported that Audit New Zealand Director Y Yang provided the Council with Audit Opinions for both documents, allowing the Council's Annual Report to be approved. The opinion was clear and confirmed that, in the auditor's view, the Council's Annual Statements present a reasonably accurate indication of the financial position as of June 2024.

In conclusion, G Bell thanked all the staff involved with collating the Council's Annual Report and Audit New Zealand for their support and assistance.

Responding to Mayor Gordon's question, G Bell confirmed that Audit New Zealand was not concerned about removing the UNSDG reference from the Council's Annual Report.

Councillor Williams questioned why some assets were being replaced before their use-by date. G Bell noted that when replacing bulk assets, such as pipes, it was the nature of assets that not all would be worn out simultaneously. This did not mean that the Council was placing too long of a life on some assets; it was based on standard asset management practices.

Moved: Mayor Gordon

Seconded: Deputy Mayor Atkinson

THAT the Council:

- Receives** report No. 240925165282.
- Adopts** the Annual Report for the year ended 30 June 2024 (Trim 240717117675).

- (c) **Approves** the Annual Report Summary for the year ended 30 June 2024 (Trim 240912156096).
- (d) **Notes** that the Net Surplus for the year was \$24 million higher than budget due to the value of land and infrastructure assets that had been vested in the Council during the financial year.
- (e) **Receives and notes** that Audit New Zealand's Report on the Annual Report and Annual Report Summary would be incorporated into the reports.
- (f) **Approves** the removal of any reference to the United Nations' Sustainable Development Goals from the Council's Annual Report and the Annual Report Summary.
- (g) **Authorises** the Chief Executive and Acting General Manager Finance and Business Support to make necessary minor edits and corrections to the Annual Report that may occur prior to printing.

CARRIED

Mayor Gordon acknowledged the work of G Bell and all staff in compiling the Council's Annual Report. He believed preparing an audited Long Term Plan and an audited Annual Report in the same financial year was excessive. He suggested that the Central Government should rethink the requirements to be more efficient. Mayor Gordon felt that the Council would need to relook at the reporting on performance measures. The Annual Report indicated that the Council did not meet some performance measures; however, it was likely that the high standards it set for itself were unrealistic. Based on the Council having more than 80% approval rating in its Customer Satisfaction Survey, it clearly met public expectations. Therefore, reporting on performance measures should be reviewed and be more realistic, especially staff response times. Mayor Gordon noted his pride in the Council team and its achievements. The Waimakariri District Council was one of the few councils that had finalised its Long Term Plan process, audits, and Annual Reports, which was pretty remarkable. He commended the work done by key staff across the Council under the exceptional leadership of the Chief Executive.

Councillor Ward agreed with Mayor Gordon's comments and commended the Chief Executive and staff on the work done. She remarked that, given Audit New Zealand's lack of resources and the cost to the Council, it would be a win-win situation not to have to produce an audited Long Term Plan and Annual Report in the same financial year.

Regarding the Council's Capital Expenditure, Deputy Mayor Atkinson noted the \$16.3 million of uncontrollable expense, which could not be spent as no fault of the Council, which would have brought the capital expenditure to approximately \$70million. This was a vast improvement in Capital Expenditure in previous financial years. He suggested that a future goal for the Council should be to ensure that it kept capital spending in the right areas.

3.2 **Amendment to Standing Orders – S Nichols (Governance Manager)**

S Nichols explained that the use of audio-visual technology had become more mainstream over the past few years due to Covid and other national disasters which previously had various legislation or Orders In Council to allow members joining meetings remotely to be counted as part of the quorum and to assist councils in carrying out their business uninterrupted. Central Government had seen the benefit of the abovementioned, particularly in emergency management situations, and, therefore, amended the LGOIMA legislation to allow this to continue. There was now a need to slightly amend the Council's Standing Orders to incorporate the new legislative changes that occurred on 1 October 2024.

S Nichols reiterated the quorum required for Council and Committees and if a quorum was not present, the meeting would cease within 30 minutes of the advised commencement time.

Councillor Mealings sought clarity on the clause “*where a quorum of members was present, whether or not they were all voting or entitled to vote,*” as she understood that members not entitled to vote did not form part of the quorum. S Nichols advised that the quorum could only consist of the membership of a Committee, i.e., members entitled to vote. It did not matter whether the members were physically present or on an audio link.

In response to Deputy Mayor Atkinson's question, S Nichols confirmed that only members present at a meeting could vote on confirming the meeting minutes at a subsequent meeting.

Moved: Councillor Mealings

Seconded: Mayor Gordon

THAT the Council

- (a) **Receives** Report No. 241003170494.
- (b) **Revokes** Standing Orders Clause 11.4 that reads: *A meeting is constituted where a quorum of members is present, whether or not they are all voting or entitled to vote. In order to conduct any business at a meeting, a quorum of members must be present for the whole time that the business is being considered.*
- (c) **Approves** Standing Orders Clause 11.4 to read: *A meeting is constituted where a quorum of members is present either in person or via audio or audiovideo link. In order to conduct any business at a meeting, a quorum of members must be present for the whole time that the business is being considered.*
- (d) **Notes** wording change to Standing Orders for clarity in the definitions for ‘*present*’ and ‘*quorum*’ and clauses 11.1 *as members who attend meetings by electronic link will be counted as present for the purposes of a quorum as per legislative change Local Government Act 2002, Schedule 7, section 25A(4).*
- (e) **Notes** the Community Board Standing Orders will be reviewed and be accordingly amended in February/March 2025 to reflect the legislative change and any other changes recommended by Local Government New Zealand and in alignment with the Council Standing Orders.
- (f) **Circulates** a copy of this report to all the Community Boards for information.

Mayor Gordon supported the motion, noting that it was just a slight amendment to the Council's Standing Orders to incorporate the legislative changes regarding quorums. A more substantial review of the Council's Standing Orders would be undertaken in February 2025.

Deputy Mayor Atkinson raised concerns about members being allowed to attend public exclusive meetings via an audiovisual link, as there was no control over who was present off-site. Staff advised that Standing Orders did cover this aspect and if the Chairperson suspected the link was not exclusive to the member, then the link could be terminated.

Councillor Redmond supported the motion, noting that it would be helpful if the Standing Orders clearly differentiated between an ‘elected member’ and a ‘member of a Committee’. He believed it was sensible to allow virtual attendance of meetings when members could not be present. However, it did raise several other matters, such as the Chairperson's duties and responsibilities, and also, not all meeting venues had audiovisual technology.

Councillor Mealings noted that it was important to ensure that the Standing Orders complied with the latest legislation.

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

Nil.

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

Nil.

6. **NEXT MEETING**

The next scheduled ordinary meeting of the Council would be held on Tuesday, 5 November 2024, commencing at 1pm, in the Council Chamber, 215 High Street, Rangiora.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 1.35PM.

CONFIRMED

Chairperson
Mayor Dan Gordon

7 November 2023
Date

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** BAC-03-10/241017180171**REPORT TO:** COUNCIL**DATE OF MEETING:** 4 November 2024**AUTHOR(S):** Katherine Brocas, Senior Advisor Project Delivery
Glen Steele, Property Acquisitions and Disposals Manager**SUBJECT:** Compass FM Relocation Support**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 support from Council for staff to investigate a number of high-level options for the relocation of the North Canterbury Radio Trust within the district.
- 1.2. Representatives of the Trust made a deputation to Council in August 2024 seeking Council support for the relocation of the Trust's Compass FM radio station that currently operates from an office location on High Street, Rangiora. From this presentation, the Council asked staff to present an options report outlining relocation support options. Upon further investigations and conversations with the Trust (pending the outcomes of this report), staff will bring a future report to Council that stipulates specific a number of options for Council approval.
- 1.3. This report has been prepared in response to Councillors requesting staff to bring options for supporting Compass FM to Council for consideration, following the North Canterbury Radio Trust's deputation to Council seeking support in August 2024.
- 1.4. Staff have considered five options, and they are included in the table below. Option 1 would entail the Council taking no action. Option 2 is the preferred option and would enable staff to utilise local knowledge and relationships to assist the Trust in finding a new premises. Options 3, 4 and 5, included provision of either or both land lease and temporary portable building, provided by Council at fair market rates.
- 1.5. After considering the options, staff are recommending Option 2 (table 1, para 4.3), where Council utilises existing relationships in the community to assist Compass FM in obtaining a premises in Rangiora whilst still operating independently from Council. Alternatively, Option 4 is the second preference, where, should the Parkside Portacom be available, it is sold to the Trust at fair market rates and transported to a third-party's land leased by the Trust.
- 1.6. Staff note that Council, at its sole discretion, may accept staff recommendation or select an alternative option.

2. RECOMMENDATION**THAT** the Council:

- (a) **Receives** Report No. 241017180171.

- (b) **Approves** staff utilisation of local networking to assist the Trust in finding new suitable premises—land, building, or both (Option 2 referred to in Trim. 241017180171).
- (c) **Notes** that, subject to the Option directed to further investigate in recommendation (b), staff will prepare a future report that stipulates further details including any specific financial implications and terms for Council approval (if applicable).

3. **BACKGROUND**

- 3.1. The North Canterbury Radio Trust (the Trust) is a not-for-profit registered charity that operates the local Compass FM radio station broadcasting across Canterbury. The Trust operates from an office located within the Manchester Unity Building located on High Street in Rangiora. The Trust have stated that the lease of this facility is nearing its end, and they have indicated a desire to gain support from Council that would enable a relocation of the radio station to a location that provides long term security and sustainability for them.
- 3.2. Compass FM performs as both a radio station and a communication tool in an emergency. The station can reach listeners from Timaru to Kaikoura and acts as both a local based radio station and as a tool to communicate with the region in an emergency.
- 3.3. In the past, the Council has supported other not-for-profit groups in the district with arrangements that assist groups occupy suitable premises to enable them to continue to operate and meet the needs of the local community. Supporting a relocation of Compass FM also meets the Council's 'business friendly' aspirations and potentially supports positive town centre outcomes.
- 3.4. In early conversations with staff, the Trust have signalled some criteria that would underpin suitable future premises within which Compass FM could operate, including but not limited to: having a reasonably visual location in Rangiora, preferably on a main street; access to power; roof space for transmitters. Currently Compass FM require little space, with four staff and a few guests visiting daily. They occupy a few rooms at their current premises to facilitate off-air commercial production, the radio studio itself, and some office space.
- 3.5. It is recommended that possible options the Council might consider should meet a set of key principles, including that any assistance provided to the Trust should:
 - be cost-neutral and cause no impact on rates
 - result in Compass FM located in premises that provide longevity in operation / are sustainable for the Trust
 - enable the Trust to be fully independent

4. **ISSUES AND OPTIONS**

- 4.1. There are a range of options Council could consider that could support the Trust in relocating to alternative premises. These range from reasonably low-level Council assistance / intervention options by means such as providing business friendly case-management support to secure alternative premises through utilising local networking, through to higher level Council assistance / intervention options that could involve the sale of a Council asset to provide accommodation, and/or accommodating Compass FM on Council land.
- 4.2. Staff are seeking direction from Council to signal which option outlined in this report Council is comfortable in staff investigating further with the Trust, noting that staff will report back to Council with further details outlining a preferred option following further investigation, including any financial implications and agreed terms.
- 4.3. This report presents five broad options, including taking no action of support / assistance. Table 1 outlines these options and provides an overview of some key pros and cons for each. The Parkside Portacom in options 4 and 5 and has been included as an option on the basis that Council has not identified a need for this building following the Datascape

	Compass FM maintains their presence in Rangiora town centre	Would circumnavigate Council's usual asset sale process, making it incontestable when the market for portable buildings could be strong.
5. Sale of Parkside Portacom building and located on leased land owned by Council	Contributes to local economy, business friendliness, and community wellbeing No financial cost to Council Compass FM maintains their presence in Rangiora town centre	As per Option 3 (re Council land) and Option 4 (re portable building)

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. The Trust is a not-for-profit registered charity, and Council potentially providing support to enable the Trust to continue to operate Compass FM is consistent with previous community organisation support provided by Council, as well as Council business friendliness approach.

- 4.4. The Management Team has reviewed this report and support the recommendations.

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 not specific groups and organisations likely to be affected by, or to have an interest in the subject matter of this report, beyond the North Canterbury Radio Trust that is immediately affected by this report. It should be noted though that Options 4 and 5 outlined in Table 1 do not provide the opportunity for other community groups or organisations to secure Council's portable building. The sale would be based on fair market value and this process would forgo a competitive asset disposal process in favour of supporting the community trust.

5.3. Wider Community

The wider community is not likely to be directly affected by, or to have an interest in the subject matter of this report. However, there is a potential risk that not supporting the Trust in finding alternative premises could inadvertently cause Compass FM to cease to operate, which would have an impact on the wider community.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are no direct financial implications related to the decisions sought by this report. Should Council direct staff to further investigate options that involve leasing of Council land and/or selling Council's portable building, those financial implications will be fully outlined in a future report for decision-making.

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 risks arising from the adoption/implementation of the recommendations in this report. These are outlined in Table 1.

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:

- Our community groups are sustainable and able to get the support they need to succeed
- Enterprises are supported and enabled to succeed
- There is access to meaningful, rewarding, and safe employment within the district
- Our district recognises the value of both paid and unpaid work
- There are sufficient and appropriate locations where businesses can set up in our District

7.4. Authorising Delegations

Council has the delegated authority to acquire and dispose of property and buildings, and enter into lease and licence to occupy arrangements with third parties on Council owned land.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION****FILE NO and TRIM NO:** DRA-07 / 240918159973**REPORT TO:** KAIAPOI – TUAHIWI COMMUNITY BOARD**DATE OF MEETING:** 21 October 2024**AUTHOR(S):** Sophie Allen – Water Environment Advisor**SUBJECT:** Saline incursions in the Kaiapoi and Ruataniwha Cam Rivers**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. This report examines community observations this year (2024) regarding changes in the Kaiapoi and Ruataniwha Cam Rivers, including emergent and submerged macrophyte (weedbed) dieback and freshwater mussel (kākāhi) deaths.
- 1.2. This report raises possible options for management by Waimakariri District Council (WDC) and areas for WDC to work with Environment Canterbury to understand better and consider management options.
- 1.3. Increasing saline incursions during 2024, potentially combined with frost effects, rather than herbicide usage, is the likely cause of the ecological dieback in the Kaiapoi and lower part of the Ruataniwha Cam River. Low flows in the Waimakariri River are believed to increase the frequency of saline incursions into the Kaiapoi and Ruataniwha Cam Rivers.
- 1.4. The Kaiapoi Ruataniwha Cam Rivers area could be part of a Climate Adaptation Plan under the WDC Climate Resilience Programme. Additional ecological monitoring and modelling of these river systems is recommended for further understanding of the drivers of saline incursions. No replanting of intertidal plants that have experienced dieback in 2024 is proposed until there has been an assessment of future species suitability for saline, and confirmation of any regrowth of the existing plants in the summer growth period.
- 1.5. WDC could consider whether to request Environment Canterbury to gather further understanding of Waimakariri River flows including any impact of the minimum flow set in the Waimakariri River Regional Plan.
- 1.6. This report does not consider coastal erosion caused by coastal inundation by storms, saltwater intrusion and raised groundwater levels in the Kaiapoi area due to climate change and sea level rise. This work is part of the WDC Climate Resilience Programme.

2. RECOMMENDATION**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 240918159973.

*AND***THAT** the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Council:

- (a) **Receives** Report No. 240918159973.
- (b) **Notes** that the cause of the Kaiapoi and Ruataniwha Cam Rivers ecological dieback observed in 2024 is primarily due to increased salinity, with potentially also some effect from frosts.
- (c) **Requests** for modelling to be led by Environment Canterbury to establish the key drivers of saline incursions in the Kaiapoi and Ruataniwha Cam Rivers, which incorporates tides, river flows and salinity data.
- (d) **Requests** that Environment Canterbury determine and employ methods to monitor water quality and aquatic ecology trends of the tidal section of the Kaiapoi River.
- (e) **Circulates** this report to the Waimakariri Water Zone Committee, at a WDC-Ngāi Tūāhuriri Rūnanga meeting, and to the Ohoka Rural Drainage Advisory Group.

3. **BACKGROUND**

- 3.1. Community observations from the winter of 2024 regarding changes in the Kaiapoi and Ruataniwha Cam Rivers, include emergent and submerged macrophyte (weedbed) dieback and kākāhi (freshwater mussel) deaths in the Ruataniwha Cam River around the Revells Road bridge. From communications with Council members, and discussion on social media and in a local newspaper it has been highlighted there is high community concern. A public meeting was called at the Kaiapoi Library on 17 September 2024 that voiced a proposal to form a catchment group to look after local waterways, with a belief that herbicide could be the cause of the dieback.
- 3.2. Soft-stem bulrush (*Schoenoplectus tabernaemontani*) beds in the Kaiapoi River have died back (Figure 1). Some stems are still green at the base, indicating there is still a possibility of recovery. This species was planted by the Council as part of the Kaiapoi River Rehabilitation Working Party work programme, to compensate for instream habitat loss following effects from the Canterbury earthquakes.



Figure 1: Soft-stem bulrush (*Schoenoplectus tabernaemontani*) beds showing dieback in the Kaiapoi River as of September 2024

- 3.3. Following the Canterbury earthquake sequence in 2010-11, community members brought similar observations of a changing lower Kaiapoi River, such as the disappearance of weed beds, algal blooms, riverbank degradation, surface scums, and dying willows, to the attention of the Waimakariri District Council and Environment Canterbury. There were also unconfirmed reports of kākahi (freshwater mussel) mass death event(s) in the mouth of the Ruataniwha Cam River.
- 3.4. A report into the cause of these observations post-earthquakes by Adrian Meredith at Environment Canterbury, entitled 'Assessment of the state of a tidal waterway – the Lower Kaiapoi River' (March 2018), concluded that observed changes were most likely due to increasing episodes of saline water intrusion flowing into the lower Kaiapoi River. The saline intrusions were thought to be a result of bed level changes following the 2010-11 Canterbury earthquakes. This report and its implications were discussed in a WDC report to the Utilities and Roading Committee on 16 April 2019 (TRIM 190115003326).
- 3.5. Due to a lack of salinity and bathymetry information for the lower Kaiapoi River prior to the 2010-11 Canterbury earthquake sequence, it is difficult to attribute to what degree the increasing saline water intrusion periods might have been caused by changes in bed levels.
- 3.6. Saline intrusion episodes in the lower Kaiapoi River are hypothesised by Meredith (2018) to result from low flows in the Waimakariri River, generally in summer and autumn, allowing saltwater to penetrate further up the mouth of both rivers, with river flow and salinity data supporting this hypothesis. Cumulative inflow from the Kaiapoi River and its tributaries was noted by Meredith (2018) to exert little influence on the occurrence of saline intrusions.
- 3.7. Summer 2023 – winter 2024 experienced lower than average rainfall. On 21 March 2024, a “moderate adverse event” was declared in Canterbury, as El Niño conditions and a warming climate took effect. Conditions continued to be very dry into the winter of 2024, with Environment Canterbury monitoring showing record low water levels across the region. There were also relatively a high number of frost nights in 2024 compared to average, including an unseasonably cold -6.3°C recorded at Christchurch Airport in May 2024.
- 3.8. In general, impacts of saline incursions are wide-ranging and predicted to include the following;
 - 3.8.1. less flushing and build-up of contaminants (eutrophication),
 - 3.8.2. scums and odour issues,
 - 3.8.3. scour and decreased bank stability, because the crumb structure of soil affected by saltwater,
 - 3.8.4. biota dieback or mobility such as inanga spawning habitats moving upstream,
 - 3.8.5. saltwater intrusion into groundwater, tidal groundwater with potential effects on infrastructure, and
 - 3.8.6. and loss of a freshwater port useful for naturally removing biofouling from boats.
- 3.9. Saline incursions are not thought by WDC staff to impact the Kaiapoi Wastewater Treatment Plant wetlands functioning or near-river water takes, as local water takes are for monitoring only, not abstraction.

4. **ISSUES AND OPTIONS**

Causes of the 2024 dieback

There have been alternate hypotheses presented for the observed 2024 ecological dieback in the Kaiapoi and Ruataniwha Cam Rivers. Environment Canterbury has presented salinity data that supports a high frequency of saline episodes as a key driver for dieback. Heavy frosts, when combined with expose mudflats at low tide, have also been raised as an additional potential contributor to dieback of submerged weedbeds. Various community members have raised that herbicide application instream of the Ruataniwha Cam River could have caused the dieback.

Salinity

- 4.1. In 2024 there were much longer periods with saline incursions of all the years since Environment Canterbury commenced monitoring in 2016 in the Kaiapoi River at the Mandeville Bridge. These saline incursions affected not just the summer, as has been observed in previous years, but also the autumn and winter (Figure 2), essentially transitioning the Kaiapoi River and lower parts of the Ruataniwha Cam River into an estuarine environment for much of 2024. Climate conditions (i.e. the El Niño conditions and a warming climate) were likely drivers of the increased saline incursions.

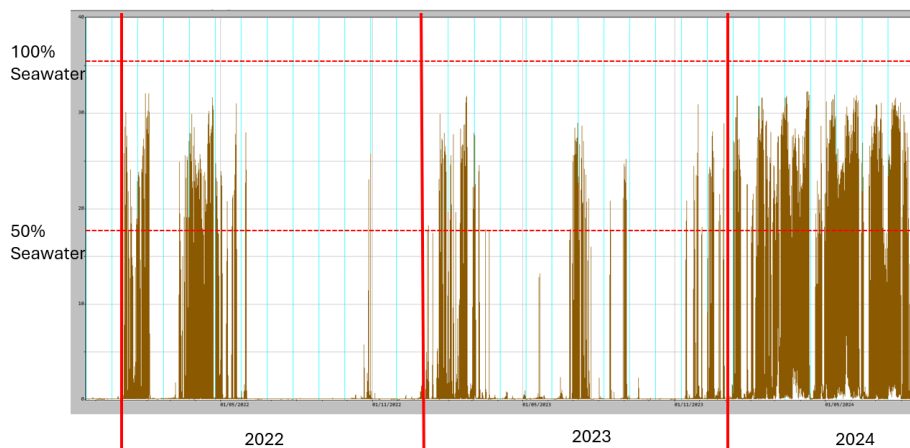


Figure 2: Salinity monitoring at the Mandeville footbridge, Kaiapoi River (source: Environment Canterbury, Adrian Meredith)

- 4.2. Modelling by Jacobs Ltd published in 2020, on behalf of the Council, has indicated that the bed of the Ruataniwha Cam River along lower Camside Road, and Kaiapoi River up to upstream of the railway line is currently below Mean Sea Level (see Figure 3). However the ability for saltwater to pass upstream during tidal cycles in these waterways is generally prevented by freshwater river flows, particularly from the Waimakariri River.

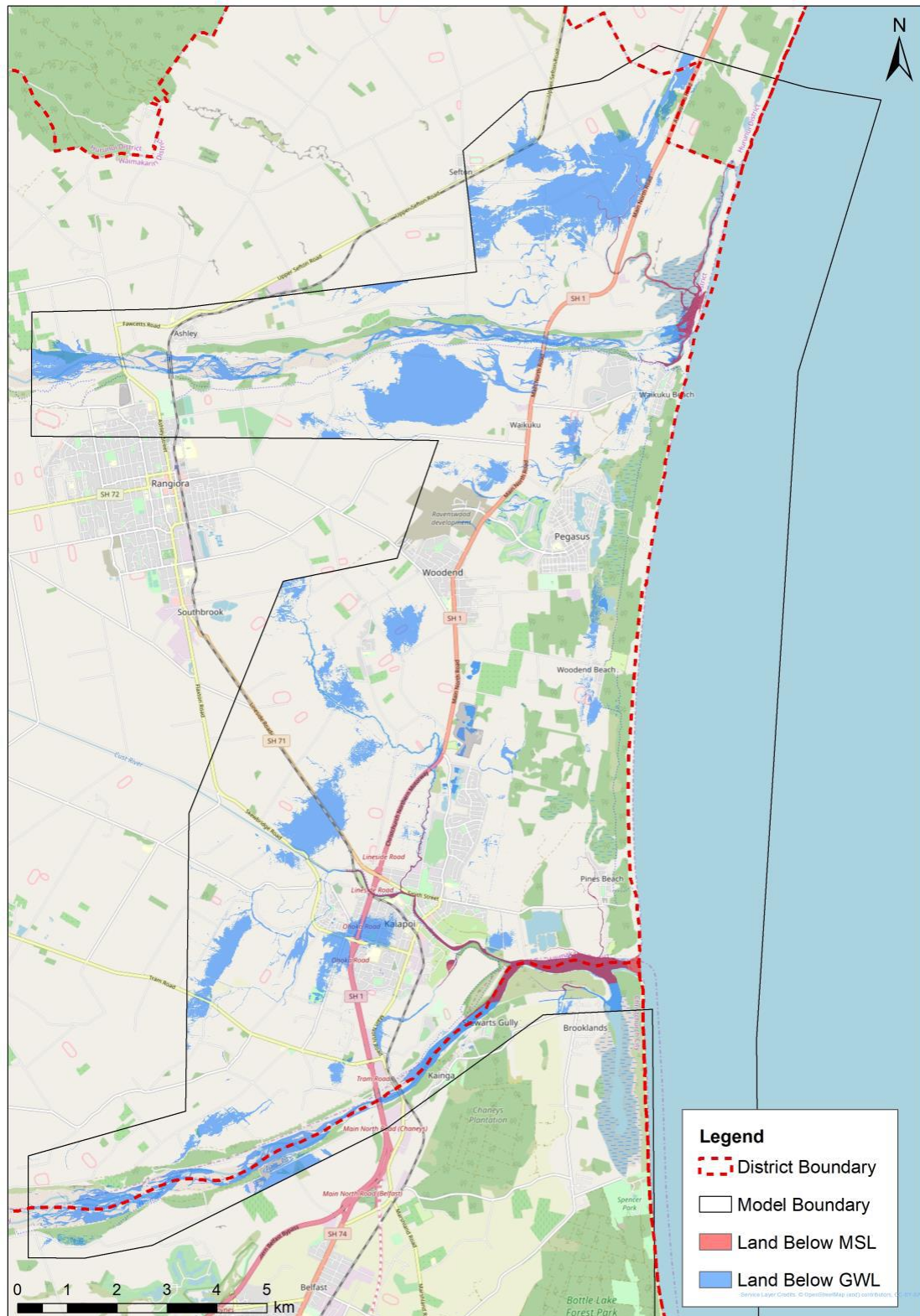


Figure 3 Areas of land below mean sea level (MSL), areas of land below the median groundwater level (GWL) and overlapping areas where initial ponding is specified (0m sea level rise). Source: Jacobs Ltd report, 12 March 2020 TRIM 200312034365.

Frosts

- 4.3. This year has experienced low temperatures below average (Figure 4) and seen a high number of frost nights to-date; 50 nights measured at Christchurch Airport. May 2024 was a particularly frosty month, with 15 frost nights (Christchurch Airport data). A particular frost

in May was unseasonably cold at -6.3°C. When frosts coincide with low tides, plants such as aquatic macrophytes are exposed to colder temperature on frosty mud flats. An example of how frost is known to cause dieback is that this is a control method by hydropower generators to deliberately draw down water in dams to expose weedbeds during frosts. Although not the key driver of the observed dieback, it is possible that frosty mud flats, particularly in the Kaiapoi River could have also contributed to the dieback of the weedbeds (submerged macrophytes).

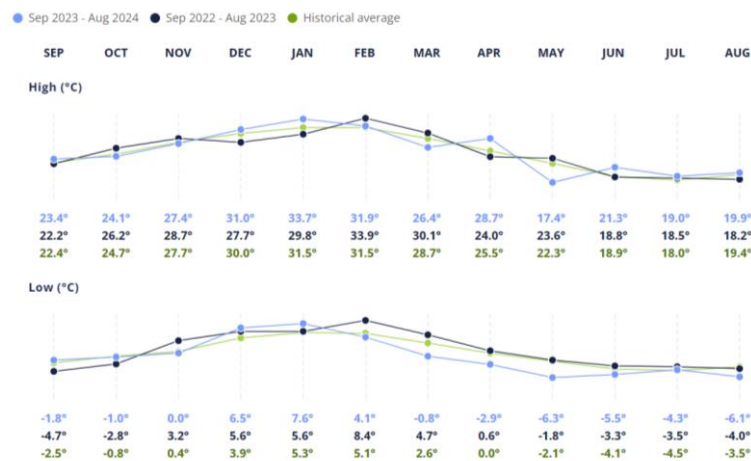


Figure 4: Temperature data for September 2023-August 2024 compared to previous years. (Source: Metservice)

Herbicide usage

- 4.4. Community members have raised that herbicide application instream of the Ruataniwha Cam River could have caused the dieback, with a river engineer from Environment Canterbury allegedly stating to a community member that herbicide had been applied in-stream in 2024. This was later clarified by Environment Canterbury to only relate to herbicide applied to the banks of the waterway, with no in-stream application.
- 4.5. Environment Canterbury has confirmed that after flooding in winter 2023, they removed several willow trees upstream and downstream of Bramleys Road Bridge on the Ruataniwha Cam River. Environment Canterbury sprayed the remaining stumps on the banks with an approved herbicide, to prevent regrowth.
- 4.6. The Environment Canterbury consent for herbicide use has recently been renewed. They strictly follow manufacturer's recommendations, Environmental Protection Agency (EPA) rules, and consent conditions when using herbicides. This includes advising landowners, publishing public notices, and restricting access when spraying occurs. Herbicides that have been used recently along the Ruataniwha Cam River banks are glyphosate and triclopyr.
- 4.7. WDC Drainage staff have also confirmed that there has been no instream herbicide usage in the Ruataniwha Cam River in the section managed by WDC, above Bramleys Road Bridge.
- 4.8. There is no evidence to suggest that an unknown third party may have applied herbicide directly instream, however a resource consent from Environment Canterbury would have been required to carry out such an application legally.

Modelling and monitoring

- 4.9. A model that links river flow for the Waimakariri River and tributaries, tides and salinity data from the Kaiapoi River at Mandeville Bridge could give strength to the hypothesis that low river flows in the Waimakariri River are a key driver of saline incursions in the Kaiapoi and Ruataniwha Cam Rivers, and what effect tidal range has on these incursions.
- 4.10. WDC staff are in discussion with Environment Canterbury about a proposal to commission this modelling work. WDC staff recommend that Environment Canterbury commission and support this modelling work with provision of river flows and salinity data. WDC could provide partial funding assistance for this work of \$10,000 from existing Zone Implementation Programme Addendum (ZIPA) budget.
- 4.11. WDC staff recommend Council to request that Environment Canterbury continue salinity monitoring, to further information on the extent of saline intrusions. This investigation should also investigate, to consider the relative effects of abstraction from the Waimakariri River and predict the effect of sea level rise on increasing saline intrusions in the lower Kaiapoi River due to climate change.
- 4.12. WDC is recommended by 3 Waters staff to request for Environment Canterbury to monitor of the extent of submerged weedbeds and kākāhi (freshwater mussels) in the Kaiapoi and Ruataniwha Cam Rivers over time.
- 4.13. It is recommended for WDC staff to monitor whether there is recovery of the emergent soft-stem bulrush *Schoenoplectus tabernaemontani* and *Typha australis* (Raupō) beds in the Kaiapoi River. These beds were planted by WDC, under the Kaiapoi River Rehabilitation Working Party work programme and were spreading successfully until the spring of 2024. This monitoring would inform whether replanting of these species should be considered, whether salt-tolerant (i.e. saltmarsh) species should be encourage due to salinity constraints, or whether there is likely to be a natural recovery with replanting not required.

Community Engagement and Governance

- 4.14. WDC staff propose to engage with agencies such as Fish and Game, community groups such as fishermen associations and the nascent 'Save our Rivers' community group, and the wider community with an interest in this issue. An Environment Canterbury councillor has raised the idea of the re-establishment of the Kaiapoi River Rehabilitation Working Party to work collaboratively with the local community and other management agencies to discuss the 2024 dieback issues. The need for a specific governance group could be considered if an inter-agency work programme was created that required oversight.
- 4.15. The Kaiapoi Ruataniwha Cam Rivers area could be part of a Climate Adaptation Plan under the WDC Climate Resilience Programme. This work is scheduled to take place from 2026 onwards. A plan would allow for community involvement and discussion of appropriate responses to climate change impacts, which are projected to increase saline incursions due to sea level rise and decreased summer flows in the Waimakariri River. The Kaiapoi Ruataniwha Cam Rivers area is also well-suited for implementation of blue-green infrastructure concepts, which is an objective 1.2.2 in the recently-adopted Waimakariri Natural Environment Strategy.

Waimakariri River flows

- 4.16. The flow of the Waimakariri River which the Kaiapoi River empties into, is also thought to play a role in whether a saline intrusion occurs. As noted by Meredith (2018) 'more detailed monitoring and modelling of the river system is necessary to explain the complicated interactions of earthquake mediated bed level changes, river flow regimes, and tidal height

interactions.’ This would allow for better prediction and management of the saline episodes in the Waimakariri and Kaiapoi rivers. Meredith has noted a rule of thumb whereby saline incursions appear to occur in the Kaiapoi River at the Mandeville Bridge when Waimakariri River flows are <50 m³/s (cumecs).

- 4.17. The Waimakariri has been in low flow (<50 m³/s and often less than 30 m³/s) at State Highway 1 for almost all of the summer/autumn and winter 2024 with very few freshes and only four floods. Small freshes (i.e. 31 July and 10 August 2024) did not maintain the flow above 50 m³/s. The recent rainfall and snow generating the flood of 20 August 2024 was significant event to maintain and stabilise river flows well above the thresholds allowing desalination of the Kaiapoi River (50 m³/s). A further flood on 24 August 2024 of 600+ m³/s likely ended the long continuous salinity period. Salinity incursion periods can still re-establish, leading to ‘flip-flopping’ between freshwater and estuarine conditions.
- 4.18. Environment Canterbury sets the minimum flow levels for Canterbury’s rivers, balancing the needs of mana whenua, extraction (such as drinking water and irrigation), community values, and government policy. The current minimum water flow level for the Waimakariri River is 46 m³/s measured at Otarama, which is effectively equivalent to a minimum flow of 41 m³/s at the Old Highway Bridge site, due to 5 m³/s lost to groundwater over that distance. A further 5 m³/s is able to be extracted below this minimum flow for ‘AA permits’ giving a flow of 36 m³/s at the Old Highway Bridge before full restrictions on extraction. This level was set in the Waimakariri River Regional Plan, which came into effect in 2004.
- 4.19. Minimum flow levels for the Kaiapoi and Ruataniwha Cam Rivers are set in the Canterbury Land and Water Regional Plan. In 2017, the Waimakariri Water Zone Committee requested a review of these levels – the resulting changes were publicly notified in 2019 and Plan change 7 (PC7) came into effect in 2023.
- 4.20. Although, in theory, low minimum flows in the Waimakariri River could potentially contribute to increased salinity, with 2024 as a very dry year, that have often been full restrictions with no take for large periods (i.e. people were not irrigating), so water takes cannot be considered due to be a contributing factor to saline incursions this year.
- 4.21. The Waimakariri River Regional Plan is expected to be next reviewed in 2028 by Environment Canterbury. WDC staff recommend that Environment Canterbury carries out investigations and research into what impact, if any, minimum flows may have in the salinity in the Kaiapoi River. Any findings from this research should be considered in the review of this plan, and to set a minimum flow which includes consideration of saline incursion effects in Kaiapoi and more extreme weather events including drought conditions as our climate changes.

Implications for Community Wellbeing

- 4.22. There are implications on community wellbeing of Kaiapoi residents and river users for the issues that are the subject matter of this report.
- 4.23. The Management Team has reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report. This report is proposed to be circulated to at a WDC-Ngāi Tūāhuriri Rūnanga meeting.

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.

Local waterway users, such as fishers, independently contacted the Council in winter 2024 regarding observations of declining species in the Kaiapoi and Ruataniwha Cam Rivers.

A community meeting was held on 17 September 2024 regarding the recent changes in the Kaiapoi and Ruataniwha Cam Rivers. A nascent group called 'Save our Rivers' has been established from this public meeting from community volunteers with the aim of improving the health of local waterways.

5.3. **Wider Community**

The wider Kaiapoi community is likely to be affected by, or to have an interest in the subject matter of this report. Kaiapoi is viewed by locals, and marketed by WDC, as a 'historic river town'. This is due to the town's connection with the lower Kaiapoi River, and the historically bustling freshwater port area. It is recommended that WDC works with the community and other agencies to communicate that this 'historic river town' area is in flux, with challenges however some opportunities to support the transition to an estuarine environment.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are no financial implications of the decisions sought by this report. The Climate Adaptation Plan proposed by this report is included in existing budget for the WDC Climate Resilience Programme.

A budget of \$10K from the existing pool for the Canterbury Water Management Strategy Zone Implementation Programme Addendum (ZIPA) is proposed to support Environment Canterbury with the development of a model to combine river flow, tides and salinity data already. This budget is already included in the Annual Plan/Long Term Plan.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts about how to adapt to climate change. Although the current state of the rivers is primarily considered by this report, climate change will further affect river flows and sea level, with effects on the Kaiapoi and Ruataniwha Cam Rivers, infrastructure and community into the future. Therefore this area is potentially identified for a Climate Adaptation Plan, developed in conjunction with the community under the WDC Climate Resilience Programme.

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**

7.2.1. Resource Management Act (1991)

Section 6(h); management of significant risks from natural hazards must be recognised and provided for.

Section 7(i); decisions must have regard to the effects of climate change.

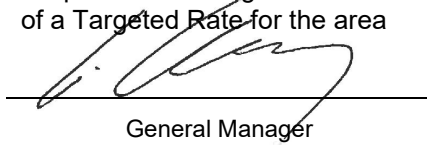
7.3. **Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report, particularly environmental outcomes:

- 7.3.1. People are supported to participate in improving the health and sustainability of our environment.
- 7.3.2. Land use is sustainable; biodiversity is protected and restored.
- 7.3.3. Our communities are able to access and enjoy natural areas and public spaces.

7.4. **Authorising Delegations**

- 7.4.1. This report is for information only.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** RDG-10 / 241001168468**REPORT TO:** HEARINGS PANEL FOR SEALING OF RIVERSIDE ROAD AND INGLIS ROAD**DATE OF MEETING:** 11 October 2024**AUTHOR(S):** Joanne McBride, Roading and Transport Manager**SUBJECT:** Request for Sealing of Riverside Road and Inglis Road and Establishment of a Targeted Rate for the area**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)


General Manager



Chief Executive
1. SUMMARY

- 1.1. This report is to present the written submissions from the Special Consultative Procedure (SCP) for the targeted rate for the sealing of Riverside Road and Inglis Road. This will enable the Hearings Panel to prepare for the hearing on 11 October 2024.
- 1.2. The proposal was to put in place a targeted rate on those properties as shown on the map in the attached Statement of Proposal, to enable the property owners to pay through their rates, for their share of the cost of sealing the sections of Riverside Road and Inglis Road, adjacent to their properties.
- 1.3. Twenty-two property owners within the proposed rating area were given the option to provide feedback on the proposal for sealing and for paying their share by either a one-off lump sum payment or a targeted rate over 20 years to repay a loan.
- 1.4. A total of 16 submissions have been received with the summary of responses as follows:
 - 14 submitters support the proposal (11 for the targeted rate and 3 for the lump sum payment).
 - 2 submitters did not support sealing being undertaken
 - 6 did not respond to the request for feedback.
- 1.5. One submitter has indicated they wish to present at the hearing, and a second submitter has indicated that they cannot attend but wish for their submission to be read at the hearing. Both are in support of the proposed targeted rate.
- 1.6. It is proposed that the Hearings Panel will deliberate on the submissions on 11 October 2024 and from those deliberations a recommendation is to be made to Council.
- 1.7. Attached for the panel's information is a copy of the Statement of Proposal, a copy of the Riverside Rd and Inglis Rd Targeted Rates Seal Extension Frequently Asked Questions paper, a summary of the submissions and a copy of all of the written submissions
- 1.8. It is noted that the targeted rate is a means to help property owners pay their share to enable Riverside Road and Inglis Road to be sealed. If the targeted rate is declined, then it would be unlikely the sealing would be able to proceed at this time, and would instead be delayed until such time as the 30% cost of sealing trigger was reached.

Attachments:

- i. Map of Proposed Targeted Rating Area (included below in this report).
- ii. Statement of Proposal (Trim No. 240818138178).
- iii. Riverside Rd and Inglis Rd Targeted Rates Seal Extension Frequently Asked Questions (Trim No. 240818138179).
- iv. Riverside Road Request or Seal Extension - Letter to Residents – 4 September 2024 (Trim No. 240904150298).
- v. Let's Talk - Riverside Rd and Inglis Rd Seal Extension and Targeted Rate Feedback Form (Trim no. 241001168293)
- vi. Summary Graph – Feedback on Targeted Rate for Riverside Road and Inglis Road (Trim no. 241003171079).
- vii. Summary Report of Engagement – Riverside Road and Inglis Road Targeted Rate (Trim no. 241003171080).
- viii. Summary Report with Feedback – Riverside Road and Inglis Road Targeted Rate (Trim no. 241003171082)

2. **RECOMMENDATION**

THAT the Hearings Panel:

- (a) **Receives** Report No. 241001168468.
- (b) **Receives and considers** all submissions.
- (c) **Notes** that a total of 16 submissions were received on the proposal of sealing Riverside Road and Inglis Road and putting in place a targeted rate to allow for this work to occur, with the following summary of responses:
 - i. 14 submitters support the proposal (11 for the targeted rate and three for the lump sum payment).
 - ii. Two submitters were opposed to the sealing being undertaken.
- (d) **Notes** that letters were sent to 22 property owners in total and as such no response has been received from six.
- (e) **Notes** that the Hearings Panel will consider these submissions and make a recommendation to the Council.
- (f) **Notes** that the Hearing Panel will make a recommendation on whether or not to consider for approval of the targeted rate in the Draft Annual Plan 2025/26.
- (g) **Notes** the targeted rate will be set on the final construction costs for the sealing work. A contingency has been included to allow for minor variations.
- (h) **Recommends** that the Council:

Either:

Option One:

1. **Approves** the inclusion of the targeted rate for the sealing of Riverside Road and Inglis Road in the Draft Annual Plan 2025/26, as detailed in the Statement of Proposal (Trim no. 240818138178).
2. **Notes** that property owners have the option of paying by lump sum or by a targeted rate.

Or:

Option Two:

3. **Endorses** Option Two which involves delaying the decision on the Targeted Rating Area for sealing of the road until after the 2025/26 Annual Plan has been adopted.
4. **Notes** that if this option is adopted then staff would negotiation with the preferred contractor to agree a delay, or alternatively the contract may need to be re-tendered.

Or:

Option Three:

5. **Declines** to approve the inclusion of the targeted rate for the sealing of Riverside Road and Inglis Road in the Draft Annual Plan 2025/26, as detailed in the Statement of Proposal (Trim no. 240818138178).
6. **Notes** that if the targeted rate for the sealing of Riverside Road and Inglis Road is declined then it would be unlikely the sealing would proceed.

3. BACKGROUND

- 3.1. Staff have been in communication with property owners from Riverside Road regarding a request to seal a section of Riverside Road from the S Bend through to the Inglis Rd intersection.
- 3.2. A roading financial contribution was taken under RC155263 (the subdivision of 426 Riverside Road) in 2015. The subdivision which created 11 lots (i.e., 10 new lots), required a contribution of \$88,272.00 excluding GST to be paid (\$101,512.80 including GST) towards the cost of sealing from no. 256 to 450 Riverside Rd (before the bend on Riverside Rd).
- 3.3. There has been no further development on Riverside Road since this time and as such the financial contributions held for sealing this section of road currently remain at 18.69% of the costs of upgrading the road (as calculated at the time of consent).
- 3.4. To comply with the Rural Seal Extension Policy, further development along this road would need to occur for the 30% threshold to be met and sealing to be triggered, or alternatively adjacent property owners to the unsealed road would need to be prepared to top up the amount collected to meet the 30% minimum threshold for sealing to occur. This being subject to Council approval.
- 3.5. Staff have been communicating with property owners from Riverside Road regarding a request to seal the Road from the S Bend through to the Inglis Rd intersection.
- 3.6. As well as this, an option to extend the seal around the bend and for a short distance up Inglis Road has also been explored.
- 3.7. A letter was sent to 22 residents who own property within the new proposed rating area of sealing in May 2023, with a further follow up with a number in August 2023 where response had not been received. This letter provided information around high level costings and options for payment.
- 3.8. Feedback received has been that a number of parties would like the option of a targeted rate levied on properties, to allow the sealing costs to be paid off over time. The proposed period for the new targeted rate is a 20-year term.

- 3.9. On 3 September 2024 the Council approved the commencement of the Special Consultative Procedure for the targeted rate.
- 3.10. The proposal gave property owners three options in regard to this proposal:
- Option One – Put in place a targeted rate of \$193.71 including GST per property each year for 20 years, starting on 1 July 2025 and ending 30 June 2045.
 - Option Two – Preference of a lump sum payment of \$2,498.09 per property paid which will be payable after 1 July 2025 when the new targeted rate is set through the Annual Plan.
 - Option Three – Do not seal the road now and wait for further development to occur. Sealing would not be undertaken until 30% of the cost of sealing was secured as per the Rural Seal Extension Policy.
- 3.11. The consultation period opened on 4 September 2024 and closed on 1 October 2024.
- 3.12. Twenty-two affected Riverside Road and Inglis Road property owners were either posted, emailed or hand delivered a letter with the Statement of Proposal attached. The proposal was also uploaded to Council's "Let's Talk" webpage, including an online survey which allowed residents to submit electronically.

4. **ISSUES AND OPTIONS**

- 4.1. A total of 16 submissions have been received with the following responses:
- Option One – Put in place a targeted rate – 11 supported this option.
 - Option Two – Pay by lump sum payment – 3 supported this option.
 - Option Three – Do not seal the road now – 2 supported this option.
- No response was received from 6 property owners.
- 4.2. No further questions were raised or required a response during the submissions process.
- 4.3. Subject to the decision the timetable would be as follows:

Stage	Date
Submissions closed	1 October 2024
Hearing of submissions	11 October 2024
Report for decision to Council	4 November 2024
Letters to residents to inform them of the outcome of the hearing and that the proposal will be included in the draft Annual Plan 2025/25.	18 November 2024
Options for lump sum close	20 December 2024
Inclusion in the Draft Annual Plan 2025/26	March 2025
Lump Sum payments due	31 July 2025
Adoption of Annual Plan 2024/25	June 2025
Lump sum invitations issued	TBC (Indicative June/July 2025)
Final date for election for lump sum payment	July/August 2025
Lump sum payments due	August/September 2025
First charge on rates	First quarter of the 1 July 2025 – 30 June 2026 rating year

4.4. The following options are available to the Hearings Panel:

- Option One – Approve the Targeted Rating Area:

The proposal gives property owners the option of paying their share by a lump sum payment or by a targeted rate on their property.

- Option Two – Delay the decision on the Targeted Rating Area for sealing of the road until after the 2025/26 Annual Plan has been adopted:

The proposal would see the decision around sealing of the road being delayed until the 2025/26 Annual Plan adoption.

If this option was to be adopted then this could result in a negotiation with the preferred contractor to agree a delay, or the contract needing to be re-tendered. If the contract was to be re-tendered then there is a risk that the price may come in higher, resulting in the targeted rate being higher than noted in the consultation document.

- Option Three – Decline the option of a Targeted Rating Area:

This would very likely result in the sealing not being considered affordable for the affected property owners and as such sealing would be unlikely to proceed.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report.

Dust can impact the health and wellbeing of those living alongside an unsealed road.

4.5. The Management Team has reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report.

Safety and the wellbeing of the community is important for Rūnanga.

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.

This sealing has been specifically requested by resident living on Riverside Road.

The Special Consultative Process has enabled property owners to formally submit on the proposal with the opportunity to speak to their submission.

5.3. Submissions has been received from 16 out of the total 22 properties within the special consultative process area. A copy of the submissions and a summary of the submissions are attached to this report.

5.4. Wider Community

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report.

No specific wider community views have been sought as the affected area is very small, however the information is available on Councils Let's Talk webpage and can be accessed by the wider Community.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are financial implications of the decisions sought by this report.

This budget is included in the Annual Plan/Long Term Plan in the 2023/24 year within the Roothing Subdivision Contribution area, which has a budget of \$779,077. There are a number of commitments within this budget area which are outlined in report No. 240717116901.

The Roothing Subdivision Contribution Budget is the funding source for financial contribution driven seal extensions and for rural seal extensions. It also funds other cost share projects where existing roads need to be upgraded in response to development, such as the urbanisation. The funding covers the cost of the benefit to existing ratepayers resulting from the work.

As a large portion of this work is driven by developers, it is often difficult to budget accurately and in the past funding has often not been fully expended at year end, due to expected work not being completed in the time anticipated.

The estimated cost of sealing Riverside Rd and Inglis Rd to the west of the driveway of no. 28 Inglis Rd, a total length of 2.8km, is approximately \$473,460.15 (excluding GST). Therefore, 30% of the cost of sealing required to trigger sealing would equate to \$142,038.04 excluding GST.

The current contribution held as part of RC155263 including interest accrued is \$94,248.57 which is 20% of the cost of sealing, therefore meaning the residents would be required to fund the remaining 10%, which equates to \$47,789.47 excluding GST. This would be split between 22 properties.

This equates to approximately \$2,172.25 (excluding GST) or \$2,498.09 including GST per property, noting that these costs have been tendered and does allow for a contingency for unforeseen conditions.

The Council share of the sealing and as such the cost to Council would be 70% of the cost to complete the work, which is **\$331,422.10 (excluding GST)**.

Therefore if sealing is approved to proceed, then the 22 properties within the proposed rating areas would either need to:

- Pay a lump sum of \$2,498.09 including GST / per property
or
- Pay a targeted rate which would be \$193.71 (excluding GST) per year / per property over a twenty-year period, with the current interest rate being 4.6%.

This will be a new targeted rate which would be applied to the area shown in Attachment i, being 22 properties which have frontage onto Riverside Rd and Inglis Road. Therefore, this will be a new rating area.

It is noted that this new targeted rate would not come into effect until the next Annual Plan is adopted (being the 2025/26 Annual Plan) and at that time the new rate will be set. As such Lump Sum payments will not be able to be collected until after the new rate has been set as part of the Annual Plan. As the construction is proposed to commence in December, Council will accrue the full cost until the new rate is struck.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts.

Sealing roads creates more impervious areas and increases run-off, which can have impacts on areas which are prone to flooding due to increased concentration of run-off during events. Sealed roads generally have higher operating speeds than unsealed, which results in slightly higher vehicle emissions.

6.3 Risk Management

There are risks arising from the adoption/implementation of the recommendations in this report.

It is noted that at this time the physical works have been tendered with the contract valid until 6 November 2024. Should the contract not be awarded at that time, then it is likely that this may need to be re-tendered, and the cost of the works may increase.

It is also noted that the targeted rate will not come into effect until such time as the next Annual plan is adopted with the targeted rate included. As such, there is a risk in undertaking these works prior to the rate being struck prior to the 2025/26 Annual Plan being adopted.

This will be a new targeted rate which would be applied to the area shown in Attachment i, being 22 properties which have frontage onto Riverside Rd and Inglis Road. Therefore, this will be a new rating area.

It is noted that this new targeted rate would not come into effect until the next Annual Plan is adopted (being the 2025/26 Annual Plan) and at that time the new rate will be set. As the construction is proposed to commence in December, Council will accrue the full cost until the new rate is struck.

A risk to Council if the targeted rate is approved, is that the property owners who do not support the targeted rate do not pay the rate and challenge the Council in its setting of the rate. This risk has been mitigated by ensuring the reason for the targeted rate is clearly stated and that the payment by the property owners is a contribution to enable the sealing to happen for their benefit.

6.3 Health and Safety

There are health and safety risks arising from the adoption/implementation of the recommendations in this report.

There are positives and negatives in terms of sealing unsealed roads. Sealed roads tend to attract higher speeds than unsealed roads, which can increase impact should a crash occur, however unsealed roads tend to have more variable conditions due to the nature of the road and the unbound surface.

Any contractor carrying out any physical works will be required to be SiteWise registered (or equivalent) and have an appropriate Health and Safety Plan.

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.

Council has appointed Councillors Redmond, Cairns, and Ward to consider submissions and make recommendations to the Council.

7.2. Authorising Legislation

Under Section 83 of the Local Government Act a Special Consultative Procedure is required because there is a change being made to the rating regime for these properties from that which is shown in the Long Term Plan and a new targeted rate is being set.

7.3. **Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

The relevant community outcomes are:

Social:

A place where everyone can have a sense of belonging...

- Our community has equitable access to the essential infrastructure and services required to support community wellbeing.

Environmental:

...that values and restores our environment...

- Our district is resilient and able to quickly respond to and recover from natural disasters and the effects of climate change.
- Our district transitions towards a reduced carbon and waste district.
- The natural and built environment in which people live is clean, healthy and safe.

Economic:

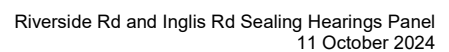
...and is supported by a resilient and innovative economy.

- Infrastructure and services are sustainable, resilient, and affordable.

7.4. **Authorising Delegations**

The Hearings Panel has been appointed by Council to consider this issue and report back to Council with a recommendation for approval.

Page 9 of 9



Summary of Information

Proposed New Targeted Rate for Riverside Road and Inglis Road property owners for their contribution for sealing Riverside Road and Inglis Road adjacent to their properties.

The Council proposes to put in place a New Targeted Rate on those properties as shown on the attached map to enable the property owners to pay, through their rates, for their share of the cost of sealing the sections of Riverside Road and Inglis Road adjacent to their properties as shown on the attached map.

Property owners will have the option of paying their share by one separate lump sum payment or by a targeted rate over 20 years to repay a loan.

Council have received a number of requests from residents in this area for the road to be sealed.

The Council policy for sealing unsealed roads is that traffic volumes need to be around 300 to 400 vehicles per day before NZTA subsidy can be claimed and as such these two sections of road do not meet this funding criteria.

The alternative is that residents help fund the sealing under the "Rural Seal Extensions Policy" which allows roads to be seal upon approval from Council once contributions from development reach 30% share of the cost of sealing.

The cost of sealing the section of Riverside Road and Inglis Road as shown on the attached map is estimated to be **\$473,460.15** (excluding GST). Therefore, for the sealing to progress the residents would need to top up the contributions already collected to meet the 30% minimum threshold, for sealing to occur.

- The 30% share of the estimated cost of sealing the road is \$142,038.04 excluding GST
- The amount held from Development Contributions including interest is \$94,248.57 excluding GST.
- Therefore, the shortfall to be met by the residents is an estimated cost of **\$47,789.47 excluding GST.**
- Council would then need to fund the remaining 70% cost of the works being \$331,422.10 excluding GST.

There has been a number of requests made to Council to seal Riverside Road because the dust from the roads has a negative impact on quality of life and the road surface is often rough. It is proposed that the rating period for the sealing be taken over 20 years. Including interest this would result in a yearly cost of approximately \$193.71 per property including GST. This equates to **\$3.73 per week per property.**

The Councils 70% share of the cost of sealing is included in the Councils Long Term Plan budget in the 2024/25 year.

Should this sealing proceed, then the options for payment would be either by lump sum payment or through a targeted rate. It is on this basis that this proposal is being put forward in order to formalise a targeted rate.

The lump sum payment option would be **\$2,498.09 including GST** per property would be payable after the New Targeted Rate is set in the 2025/26 Annual Plan. The Annual Plan adoption is expected to be in June 2025, with the targeted rate coming into effect from 1 July 2025.

The new targeted rate option will be **\$193.71** per property / per year (including GST) for a period of 20 years per property. This amount includes interest of 4.6% on the loan the Council will need to take out to fund the work. The new targeted rate will apply from 1 July 2025 and will end on 30 June 2045. The interest rate is set annually and therefore is subject to change over time.

Copies of the Proposal

Copies of the Statement of Proposal for the proposed targeted rate can be picked up or viewed at any Council Service Centre or Library during ordinary office hours, or downloaded from the Council's website: waimakariri.govt.nz, during the consultation period.

Submissions

Submissions on this proposal can be made to the Council between **4th September** and **1st October 2024**. Please include a name and address. Anonymous feedback will be considered at the Council's discretion.

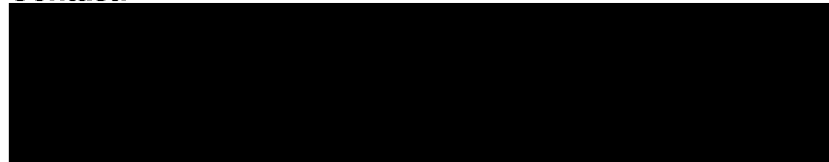
The submissions will be heard by a Council Hearing Panel on 11th October at 9am at the Council building in Rangiora. Please state if you wish to speak to your submission at the Hearing. Submissions on this proposal can be made either:

Post: **Riverside Road & Inglis Road New Target Rate Submissions**
 Freepost 1667
 Waimakariri District Council
 Private Bag 1005
 Rangiora

Hand deliver: The Council building at 215 High Street, Rangiora or any Library branch or Service Centre.

For more Information:

Contact:





Statement of Proposal

Statement of Proposal for a Targeted Rate for Riverside Road & Inglis Road property owners for their contribution for sealing Riverside Road & Inglis Road adjacent to their properties.

Introduction

This Statement of Proposal is prepared to formalise the funding arrangement for the sealing of Riverside Road and Inglis Road as shown on the attached Draft Rating Policy map and is made under Section 83 of the Local Government Act 2002.

The documents relating to this proposal are attached to this Statement of Proposal.

Nature of Proposal

The Council proposes to introduce a New Targeted Rate for inclusion in the 2025/26 Draft Annual Plan under Sections 16-18 of the Local Government (Rating) Act 2002, to fund the property owners' share of the cost of sealing the sections of Riverside Road and Inglis Road as shown on the attached map.

The New Targeted Rate will be a fixed amount on each rating unit situated within the Riverside Road and Inglis Road Rating Area as illustrated on the attached map, where a lump sum contribution is not received. Confirmation of the take up of the targeted rate or the lump sum will be required from each property owner by 20 December 2024.

The proposed new targeted rate will take effect from **1 July 2025 for a period of 20 years, ending on 30 June 2045.**

The amount of the targeted rate will be **\$193.71** per property / per year (including GST). This amount includes 4.6% interest on the loan the Council will need to take out to fund the work.

As per the attached "Frequently Asked Questions" notice dated **31 July 2024**, the interest rate is set annually and therefore is subject to change.

Property owners will have the option of paying a one-off lump sum of **\$2,498.09** (including GST), instead of having a targeted rate applied to their property. Should this option be selected, then this would be payable after the new targeted rate is set, which will be through the 2025/26 Annual Plan which is expected to be adopted in June 2025. As such the lump sum will be payable after 1 July 2025.

Any future subdivisions within the new targeted rating area will be required to contribute towards the outstanding balance of the targeted rating area account.

As part of this targeted rate process the Council invites the affected property owners to comment on the proposal.

Reason for this Proposal

Background

In past years there have been a small number of subdivisions carried out on Riverside Road and Inglis Road. These subdivisions have not been enough to collect sufficient contributions to trigger the seal extension policy and traffic volumes are not high enough to attract NZTA subsidy for sealing.

Since that time the Council has received complaints from property owners on Riverside Road about dust from the road and road conditions.

A report was taken to Council in December 2023 seeking approval in principle for the sealing of Riverside Road and Inglis Road, subject to the property owners agreeing to fund the “top up” required to bring the development share for sealing to 30% contribution, under the Rural Seal Extension Policy.

Council Policy for Private Funding of Seal Extensions

The Council policy for sealing unsealed roads using financial contributions states that *“The Council will seal all rural unsealed roads when financial contributions from subdivisions to at least 30% of the cost of sealing the road are available.”*

The cost of sealing the sections of Riverside Road and Inglis Road as shown on the attached map is estimated to be **\$473,460.15** (excluding GST). Financial contributions would need to be at least **\$142,038.15** (excluding GST) in order for the sealing to take place.

Riverside Road Financial Contributions

The current financial contributions for sealing the sections of Riverside Road and Inglis Road as shown on the attached map are **\$94,248.57 (excluding GST)** including interest earned to date, therefore there is a shortfall of **\$47,789.47 (excluding GST)**.

Council Decisions and Long Term Plan Provisions

In December 2023 the Council approved in principle the sealing of Riverside Road from the S Bend to Inglis Road, and a short section of Inglis Road from the bend to the west of the driveway of no. 28 Inglis Road to the access to no. 52, on the condition the adjoining property owners agree to fund the “top up” required to bring the development share for sealing to 30% contribution, under the Rural Seal Extension Policy.

The Council has available budget contributing to seal extensions, subject to the property owners agreeing to fund their share. Prices have been sought from the market via an open tender process, to ensure this is good value for money and to provide an accurate indication of the amount to be paid by the property owners. In total ten tenders were received for the sealing of Riverside Road and Inglis Road.

There is funding available in the Roothing Subdivision Contribution Budget in the 2024/25 year for the Council’s share of the sealing.

Consultation

Following requests for sealing from residents on Riverside Road, letters were sent to 22 property owners in May 2023 regarding the request and seeking initial feedback from residents. The letter presented three options which included:

- a) Option One - Seal Riverside Road from no. 256 along the straight to no. 450 (length of approximately 2.4km).
- b) Option Two - Seal of Riverside Road and a short section of Inglis Rd from the bend to the west of the driveway of no. 28 Inglis Road to the access to no. 52 (length of approximately 2.8km).
- c) Option Three - Retain the status quo and leaving the road unsealed.

A further follow up letter was sent in August 2023 where response had not been received for property owners. Saff received responses from 20 of the 22 property owners with 70% of responses being in favour of progressing sealing.

The following map shows the properties on Riverside Road and Inglis Road which are within the proposed Targeted Rating Area (boundary shown in green):



It is on the basis of the feedback received that this proposal is being put forward in order to formalise the new targeted rate.

Options Available to the Council

The following options are available to the Council

1. Put in place a new targeted rate as per this proposal.

This option meets the wishes of the property owners who are willing to pay a share of the sealing but prefer the new targeted rate to make it affordable to them. This option would require all property owners within the Proposed New Targeted Rating Area to contribute to the cost, including those who are opposed. This is likely to be the only option that would guarantee the road being sealed.

2. Do not put in place a new targeted rate and request the property owners pay their share by lump sum

This option would most likely result in the road not being sealed as the lump sum may not be affordable for property owners.

3. Do not seal the roads now and wait for further development (more financial contributions to be taken)

The Council has already agreed in principle to seal the roads on the condition the property owners pay their share and therefore this option would not be consistent with Council decisions.

Community Outcomes

The sealing of Riverside Road and Inglis Road will contribute to the following community outcomes:

Social:

A place where everyone can have a sense of belonging...

- Our community has equitable access to the essential infrastructure and services required to support community wellbeing.

Environmental:

...that values and restores our environment...

- Our district is resilient and able to quickly respond to and recover from natural disasters and the effects of climate change.
- Our district transitions towards a reduced carbon and waste district.
- The natural and built environment in which people live is clean, healthy and safe.

Economic:

...and is supported by a resilient and innovative economy.

- Infrastructure and services are sustainable, resilient, and affordable.

Related Documents

The following document is attached to this Statement of Proposal and forms part of the Statement of Proposal:

- Summary of Information

Supporting Documents:

- Frequently Asked Questions



New Targeted Rate Areas for Rural Seal Extensions

Frequently Asked Questions

The following information is in relation to questions often asked regarding setting of new targeted rates.

1. Interest Rate:

The interest rate as noted in the Statement of proposal is 4.6%. This is the current rate which has been provided from Council's Finance Team at the time of writing of the Statement of Proposal.

Council fixes its lending rate on an annual basis and as such this rate is subject to change.

Council does not have the ability to fix the rate for the full term that the special rate will apply (i.e. 20 years) and as such the interest rate will be subject to change over the years.

This is a risk with having the special rate apply over a longer term.

It is noted that currently interest rates are higher than previous years and are predicted to trend downwards, however there are no guarantees that this will be the case for the full term of the proposed Targeted Rate.

2. Further development and the Lump Sum Payment:

Should any further development occur within the proposed targeted rating area, then there are two scenarios which could apply.

Scenario One – When the property owner chooses to pay by the targeted rate:

In this scenario if additional lots were created then the balance owing would be recalculated with the additional lot(s) included and the payments spread across all properties (including any newly created lots).

This would result in a reduction in the cost to each property as there will be more properties contributing to the cost of sealing.

It is noted however that this would only apply from the time development occurs and the new lot(s) are created. There is no opportunity to retrospectively take funding for the years between when sealing has previously occurred, and the new lots created (e.g. if new lots are created in Year 5 then the new targeted rate would apply from Year 5).

Scenario Two – When the property owner chooses to pay the lump sum payment:

If a property owner chose to pay the lump sum payment, then this is paid up front and the amount taken off the principal of the loan. This then removes the property from any further financial contributions as the obligations would be met.

There is then no ability to be able to refund or credit any of the lump sum should future development occur, as the lump sum has already been paid and taken off the principal of the loan.

Our Reference: RDG-32-10 / 240904150298

4 September 2024

ADDRESS

Dear Property Owner(s),

Re: Riverside Road / Inglis Road - Request for Sealing Update

This letter is to provide an update to residents on the request for sealing of Riverside Road and Inglis Road under the Rural Seal Extension Policy.

Letters were sent to 22 property owners in May 2023, with a further follow up in August 2023 where response had not been received. Staff received responses from 20 of the 22 property owners. Of the 20 responses received:

- 6 were in favour of the status quo (retaining the unsealed road).
- 13 were in favour of either option 1 or 2 which involves sealing.
- 1 was generally in favour of option 2 but with a number of caveats.

Therefore overall, approximately 70% were generally in favour of contributing to the cost of sealing the road.

On 5 December 2023 staff took a report to Council with the results of the initial feedback on the request for sealing. The full report is included in the agenda dated 5th December 2023 and can be found on pages 55-70. A link to the report is as follows:

<https://www.waimakariri.govt.nz/council/meetings/minutes-and-agendas/council>

The report sought approval in principle for the sealing of Riverside Road and Inglis Road, from the S Bend on Riverside Road to Inglis Road, and Inglis Road from the bend to the access of no. 52, on the condition that adjoining property owners agree to fund the “top up” required to bring the development share for sealing to 30% contribution.

The proposed sealing work has since been open tendered to provide certainty around costs and as such there is now considered to be sufficient information to progress a formal Special Consultative Procedure to set a targeted rate.

A report was taken to Council on 3rd September 2024 updating them on the likely costs and seeking approval of the Special Consultative Procedure (SCP) documentation, timeline and appointment of councillors to the hearings panel. As part of this report, Council approved the commencement of consultation on a targeted rate for the Riverside Road and Inglis Road property owners, for their contribution for sealing Riverside Road and Inglis Road adjacent to their properties.

Should the sealing work on Riverside Road and Inglis Road proceed (subject to a targeted rate being approved by Council), then there would be two options for payment of the property owner's contribution:

- Option One – Apply a targeted rate to the property.

or

- Option Two – Property owner may pay a lump sum for their share, so they do not have the targeted rate applied.

The following documents are attached, which outline the process for setting a targeted rate:

1. Summary of Information
2. Statement of Proposal
3. New Targeted Rate Areas for Rural Seal Extensions – Frequently Asked Questions.

Next Steps:

Consultation is now open on the Proposed New Targeted Rate for Riverside Road and Inglis Road property owners for their contribution for sealing the road(s) adjacent to their properties. The timeline for next steps is as follows:

- Submissions – open on 4th September and close on 1st October 2024.
- Hearings and deliberations – 11th October 2024 at 9am.
- Report to Council for decision – 4th November 2024.

Your Feedback is sought:

Please complete the attached Let's Talk Feedback Form, and then return by freepost, scan and email or drop it in to the Council Offices at 215 High Street in Rangiora by 5pm on Wednesday 1 October 2024.

Yours sincerely

Joanne McBride
Roading & Transport Manager

Let's talk

about

Road Sealing

Riverside Road + Inglis Road



Property owners along a section of Riverside Road and Inglis Road have approached Council to request sealing be undertaken to help address dust issues from the roads which has a negative impact on quality of life and due to road surface condition.

The Council have agreed to sealing of the road under the Rural Seal Extension Policy, conditional on residents agreeing to top up the shortfall in funding to meet the 30% required for sealing to be triggered.

The purpose of this consultation is to seek feedback on the proposed sealing and to find out how the property owners immediately adjacent to the section of road wish to make payment for this work.



Tell us what you think

If you would like to know more please email joanne.mcbride@wmk.govt.nz or phone 0800 965 468. You can tell us what you think here and post this back to us or at drop off to Council Offices at 215 High Street, Rangiora.

A Council Hearing Panel, in an open meeting, will consider your feedback on Friday 11 October at 9am in the Council Chambers, Rangiora.

Make sure your feedback reaches us by 5pm, Tuesday 1 October 2024.

Complete and submit this form or head online:
Waimakariri.govt.nz/letstalk for more info.

☐☐☐☐



Let's Talk — Riverside Road / Inglis Road Sealing Submissions
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Fold along lines

Cut here

Please seal on all sides with tape

Fold along lines

Name/Organisation*: _____

Email: _____ Phone: _____

Please note: One contact method is a requirement.Please tick this box if you would like your contact details to be confidential: ☐

*required field

If you have any questions about the proposal, please contact:Joanne McBride
Roading & Transport Manager
Waimakariri District Council**Phone:** 0800 965 468**Email:** joanne.mcbride@wmk.govt.nzReturn this feedback form
(no stamp required) to us
by 5pm, Tuesday 1 October 2024.**Your details**

Submissions are public information. We will require your contact details as part of our submission - It also means we can keep you updated throughout the project.

If requested, submissions, names and contact details are made available to the public, as required by the Local Government Official Information and Meetings Act 1987.

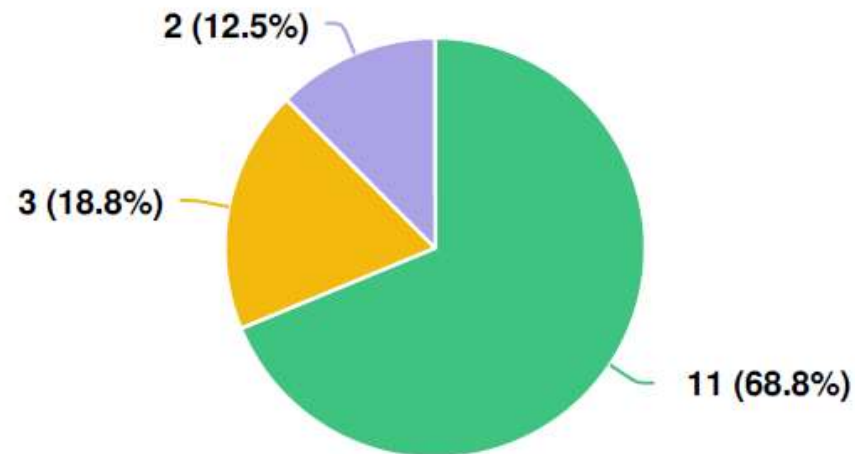
View the Waimakariri District Council's Privacy Statement. letstalk.waimakariri.govt.nz/privacy

Visitors **7**

Contributors **1**₇₃

CONTRIBUTIONS **16**

What is your preferred option?



Question options

- Option 1. Put in place a targeted rate of \$193.71 including GST per property each year for 20 years starting on 1 July 2025 and ending on 30 June 2045.
- Option 2. Preference for a lump sum payment of \$2,498.09 including GST per property paid which will be payable after 1 July 2025 when the new targeted rate is set through the Annual Plan.
- Option 3. Do not seal the roads now and wait for further development to occur. Sealing would not be undertaken until 30% of the cost of sealing was secured as per the Rural Seal Extension Policy.

Project Report

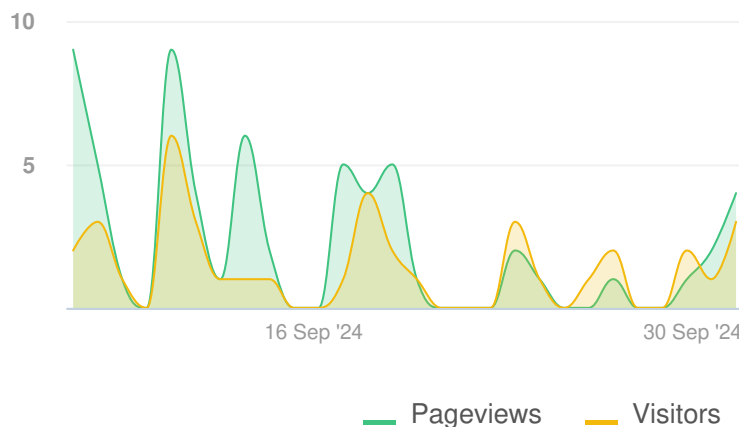
21 February 2020 - 02 October 2024

Let's Talk Waimakariri

Road Sealing - Riverside Road +Inglis Road



Visitors Summary

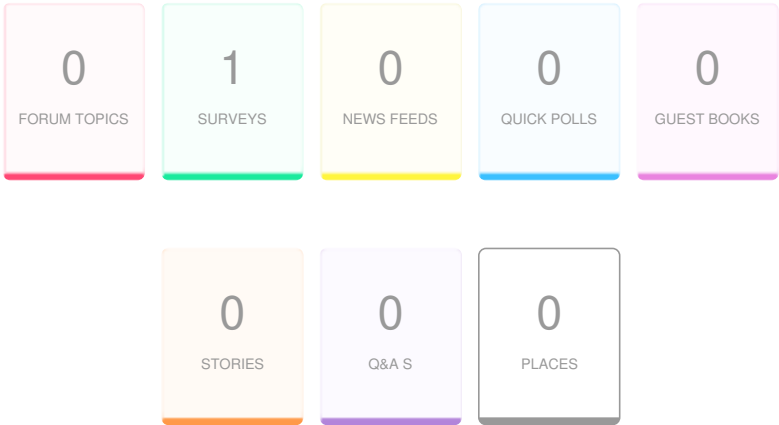


Highlights

TOTAL VISITS	44	MAX VISITORS PER DAY	6
NEW REGISTRATIONS	1		
ENGAGED VISITORS	1	INFORMED VISITORS	10
		AWARE VISITORS	25

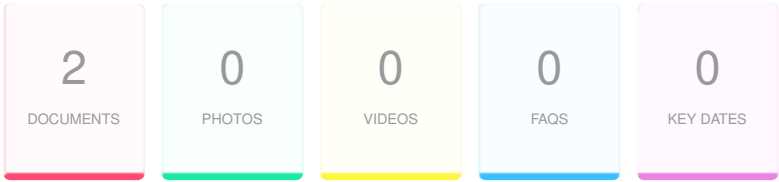
Aware Participants25		Engaged Participants1			
Aware Actions PerformedParticipants		Engaged Actions Performed			
Visited a Project or Tool Page25		Registered	Unverified	Anonymous	
Informed Participants10		Contributed on Forums000			
Informed Actions PerformedParticipants		Participated in Surveys100			
Viewed a video0		Contributed to Newsfeeds000			
Viewed a photo0		Participated in Quick Polls000			
Downloaded a document4		Posted on Guestbooks000			
Visited the Key Dates page0		Contributed to Stories000			
Visited an FAQ list Page0		Asked Questions000			
Visited Instagram Page0		Placed Pins on Places000			
Visited Multiple Project Pages9		Contributed to Ideas000			
Contributed to a tool (engaged)1					

ENGAGEMENT TOOLS SUMMARY



Tool Type	Engagement Tool Name	Tool Status	Visitors	Contributors		
				Registered	Unverified	Anonymous
Survey Tool	Riverside Road & Inglis Road sealing	Published	7	1	0	0

INFORMATION WIDGET SUMMARY



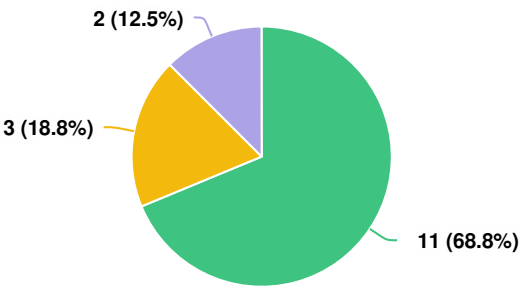
Widget Type	Engagement Tool Name	Visitors	Views/Downloads
Document	Summary Information & Statement of Proposal	4	4
Document	New Targeted Rate Areas for Rural Seal Extensions - Frequently Aske...	2	2

ENGAGEMENT TOOL: SURVEY TOOL

Riverside Road & Inglis Road sealing

Visitors 7	Contributors 1	CONTRIBUTIONS 16
------------	----------------	------------------

What is your preferred option?



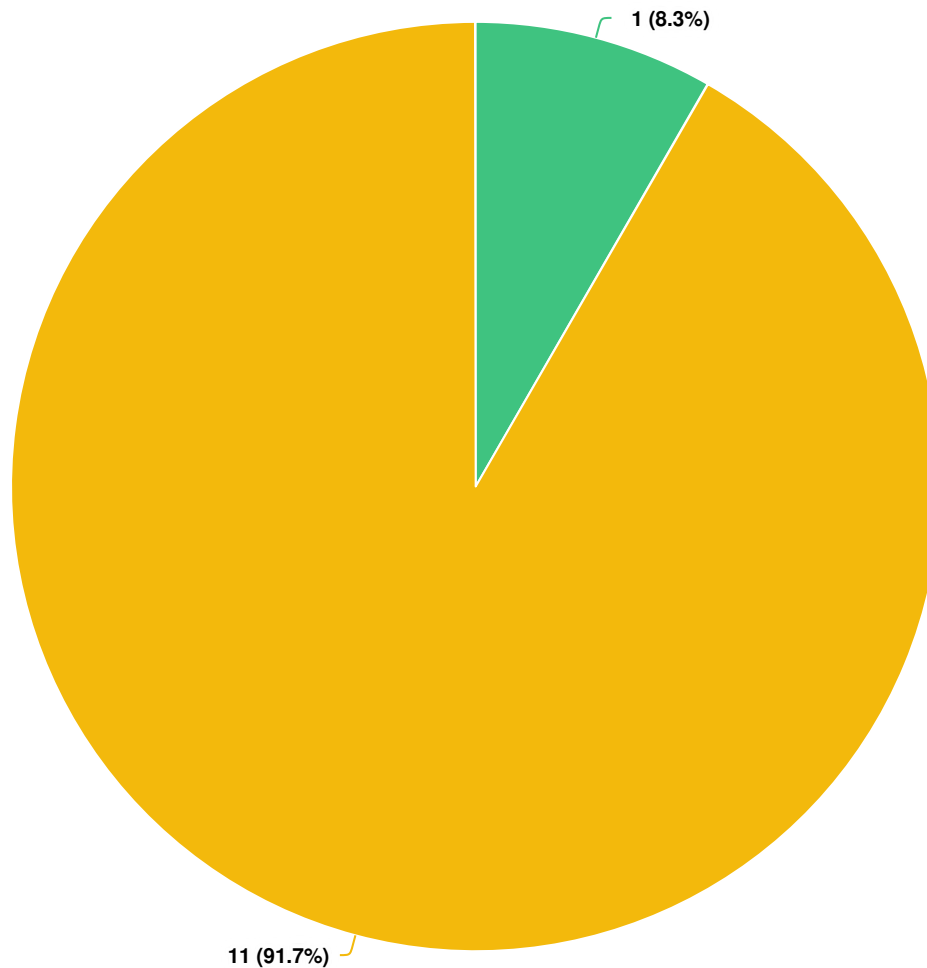
Question options

- Option 1. Put in place a targeted rate of \$193.71 including GST per property each year for 20 years starting on 1 July 2025 and ending on 30 June 2045.
- Option 2. Preference for a lump sum payment of \$2,498.09 including GST per property paid which will be payable after 1 July 2025 when the new targeted rate is set through the Annual Plan.
- Option 3. Do not seal the roads now and wait for further development to occur. Sealing would not be undertaken until 30% of the cost of sealing was secured as per the Rural Seal Extension Policy.

Mandatory Question (16 response(s))

Question type: Radio Button Question

Would you like to speak to your submission at the Hearing on 11 October?



Question options

☒ Yes ☐ No

Mandatory Question (12 response(s))

Question type: Radio Button Question

Survey Responses

21 February 2020 - 02 October 2024

Riverside Road & Inglis Road sealing

Let's Talk Waimakariri

Project: Road Sealing - Riverside Road +Inglis Road



VISITORS					
CONTRIBUTORS			RESPONSES		
1			16		
1	0	0	16	0	0
Registered	Unverified	Anonymous	Registered	Unverified	Anonymous

**Respondent No: 1****Responded At:** Sep 10, 2024 10:44:08 am**Last Seen:** Oct 02, 2024 20:14:12 pm

Q1. Please write your address for either Inglis or Riverside Road

 Riverside Road

Q2. What is your preferred option?

Option 2. Preference for a lump sum payment of \$2,498.09 including GST per property paid which will be payable after 1 July 2025 when the new targeted rate is set through the Annual Plan.

Q3. Please provide any comments, suggestions or feedback you have about the proposals:

We are happy to pay the lump sum. It has been said by one local that sealing the road will increase crime. Having spoken to the police it seems to be wrong. The officer told me it won't make a difference if it is sealed or not. I do not wish to speak to my submission

Q4. Would you like to speak to your submission at the Hearing on 11 October?

not answered

**Respondent No: 2****Responded At:** Sep 10, 2024 10:45:52 am**Last Seen:** Oct 02, 2024 20:14:12 pm

Q1. Please write your address for either Inglis or Riverside Road

█ Riverside Road █

Q2. What is your preferred option?

Option 1. Put in place a targeted rate of \$193.71 including GST per property each year for 20 years starting on 1 July 2025 and ending on 30 June 2045.

Q3. Please provide any comments, suggestions or feedback you have about the proposals:

How far into our entrance way does the sealing go? We are happy to take some fill thanks. I do not wish to speak to my submission

Q4. Would you like to speak to your submission at the Hearing on 11 October?

not answered

**Respondent No: 3****Responded At:** Sep 13, 2024 09:46:58 am**Last Seen:** Oct 02, 2024 20:14:12 pm

Q1. Please write your address for either Inglis or Riverside Road

  Foothills Road

Q2. What is your preferred option?

Option 3. Do not seal the roads now and wait for further development to occur. Sealing would not be undertaken until 30% of the cost of sealing was secured as per the Rural Seal Extension Policy.

Q3. Please provide any comments, suggestions or feedback you have about the proposals:

not answered

Q4. Would you like to speak to your submission at the Hearing on 11 October?

not answered

**Respondent No: 4****Responded At:** Sep 18, 2024 13:42:13 pm**Last Seen:** Oct 02, 2024 20:14:12 pm

Q1. Please write your address for either Inglis or Riverside Road

█ Riverside Road, Okuku

Q2. What is your preferred option?

Option 2. Preference for a lump sum payment of \$2,498.09 including GST per property paid which will be payable after 1 July 2025 when the new targeted rate is set through the Annual Plan.

Q3. Please provide any comments, suggestions or feedback you have about the proposals:

not answered

Q4. Would you like to speak to your submission at the Hearing on 11 October?

not answered

**Respondent No: 5****Responded At:** Sep 23, 2024 09:23:16 am**Last Seen:** Oct 02, 2024 20:14:12 pm

Q1. Please write your address for either Inglis or Riverside Road

not answered

Q2. What is your preferred option?

Option 1. Put in place a targeted rate of \$193.71 including GST per property each year for 20 years starting on 1 July 2025 and ending on 30 June 2045.

Q3. Please provide any comments, suggestions or feedback you have about the proposals:

not answered

Q4. Would you like to speak to your submission at the Hearing on 11 October?

No

**Respondent No: 6****Responded At:** Sep 23, 2024 10:53:57 am**Last Seen:** Oct 02, 2024 20:14:12 pm

Q1. Please write your address for either Inglis or Riverside Road

■ Riverside Road -

Q2. What is your preferred option?

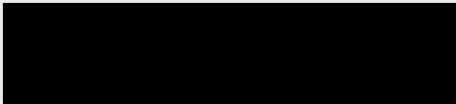
Option 1. Put in place a targeted rate of \$193.71 including GST per property each year for 20 years starting on 1 July 2025 and ending on 30 June 2045.

Q3. Please provide any comments, suggestions or feedback you have about the proposals:

Can't wait!

Q4. Would you like to speak to your submission at the Hearing on 11 October?

No

**Respondent No: 7****Responded At:** Sep 26, 2024 14:25:31 pm**Last Seen:** Oct 02, 2024 20:14:12 pm

Q1. Please write your address for either Inglis or Riverside Road

█ Inglis Road, Okuku

Q2. What is your preferred option?

Option 1. Put in place a targeted rate of \$193.71 including GST per property each year for 20 years starting on 1 July 2025 and ending on 30 June 2045.

Q3. Please provide any comments, suggestions or feedback you have about the proposals:

not answered

Q4. Would you like to speak to your submission at the Hearing on 11 October?

No

**Respondent No: 8****Responded At:** Sep 26, 2024 14:34:17 pm**Last Seen:** Oct 02, 2024 20:14:12 pm

Q1. Please write your address for either Inglis or Riverside Road



Q2. What is your preferred option?

Option 2. Preference for a lump sum payment of \$2,498.09 including GST per property paid which will be payable after 1 July 2025 when the new targeted rate is set through the Annual Plan.

Q3. Please provide any comments, suggestions or feedback you have about the proposals:

We are happy to pay the lump sum. It has been said by one local that sealing the road will increase crime. Having spoken to the police it seems to be wrong. The officer told me it won't make a difference if it is sealed or not.

Q4. Would you like to speak to your submission at the Hearing on 11 October? No

**Respondent No: 9****Responded At:** Sep 26, 2024 14:35:06 pm**Last Seen:** Oct 02, 2024 20:14:12 pm

Q1. Please write your address for either Inglis or Riverside Road

[Redacted]

Q2. What is your preferred option?

Option 1. Put in place a targeted rate of \$193.71 including GST per property each year for 20 years starting on 1 July 2025 and ending on 30 June 2045.

Q3. Please provide any comments, suggestions or feedback you have about the proposals:

How far into our entrance way does the sealing go? We are also happy to take some fill thanks :)

Q4. Would you like to speak to your submission at the Hearing on 11 October? No

**Respondent No:** 10**Responded At:** Sep 27, 2024 11:18:18 am**Last Seen:** Oct 02, 2024 20:14:12 pm

Q1. Please write your address for either Inglis or Riverside Road



Q2. What is your preferred option?

Option 1. Put in place a targeted rate of \$193.71 including GST per property each year for 20 years starting on 1 July 2025 and ending on 30 June 2045.

Q3. Please provide any comments, suggestions or feedback you have about the proposals:



Dust, Timelines for sealing, water control

Q4. Would you like to speak to your submission at the Hearing on 11 October?

Yes

**Respondent No:** 11**Responded At:** Sep 27, 2024 14:12:34 pm**Last Seen:** Oct 02, 2024 20:14:12 pm

Q1. Please write your address for either Inglis or Riverside Road

[Redacted address]

Q2. What is your preferred option?

Option 1. Put in place a targeted rate of \$193.71 including GST per property each year for 20 years starting on 1 July 2025 and ending on 30 June 2045.

Q3. Please provide any comments, suggestions or feedback you have about the proposals:

We support the sealing plan, seeking likely benefits in air quality and reduced vehicle maintenance.

[Redacted comment]. So a lump sum payment would be a challenge. We would prefer a targeted rate.

Q4. Would you like to speak to your submission at the Hearing on 11 October?

No

**Respondent No:** 12**Responded At:** Sep 27, 2024 14:30:23 pm**Last Seen:** Oct 02, 2024 20:14:12 pm

Q1. Please write your address for either Inglis or Riverside Road



Q2. What is your preferred option?

Option 1. Put in place a targeted rate of \$193.71 including GST per property each year for 20 years starting on 1 July 2025 and ending on 30 June 2045.

Q3. Please provide any comments, suggestions or feedback you have about the proposals:

Annual fee applied to the rates.

Q4. Would you like to speak to your submission at the Hearing on 11 October?

No

**Respondent No:** 13**Responded At:** Sep 27, 2024 16:39:30 pm**Last Seen:** Oct 02, 2024 20:14:12 pm**Q1. Please write your address for either Inglis or Riverside Road****Q2. What is your preferred option?**

Option 1. Put in place a targeted rate of \$193.71 including GST per property each year for 20 years starting on 1 July 2025 and ending on 30 June 2045.

Q3. Please provide any comments, suggestions or feedback you have about the proposals:

My family have lived on this stretch of road longer than anyone. We moved here in 2001 and had just one neighbour on the stretch being sealed. We didn't get much dust, as there wasn't much traffic. Whilst we love all our new neighbours & the community that has grown here, the impact of the increased dust blowing over our property has been severe. My husband has worsening asthma & now early on-set dementia - which has been linked to exposure to air pollutants, particularly fine particle dust. I don't want others in our neighbourhood to go through what we have. Particularly children who have increased exposure. I urge the council, and our neighbours, to please seal our road as soon as possible. (I'm at work at this time and can't be there, but if it can help, please read the statement above at the hearing)

Q4. Would you like to speak to your submission at the Hearing on 11 October?

No

**Respondent No:** 14**Responded At:** Sep 30, 2024 12:03:35 pm**Last Seen:** Oct 02, 2024 20:14:12 pm**Q1. Please write your address for either Inglis or Riverside Road**☐ Inglis Road**Q2. What is your preferred option?**

Option 3. Do not seal the roads now and wait for further development to occur. Sealing would not be undertaken until 30% of the cost of sealing was secured as per the Rural Seal Extension Policy.

Q3. Please provide any comments, suggestions or feedback you have about the proposals:

- The gravel road and the rural values of Inglis Road and Riverside area were the reason we chose to move here. - We are disappointed that the previous policy to allow a large amount of the 4ha block size development has driven conflict around the nature of amenity and access values in the Okuku area. It also creates tension around remaining farming operations. - We are concerned that sealing the road creates a "suburban" environment and will see an influx of unwanted visitors to the area, driving increased crime, burnouts and risk of damage to our property on the corner of the road. Yes, our property value is likely to increase but the loss of rural character will likely drive us away. - This process has felt like a fait accompli. I do not see that the effort of speaking to my submission will make any difference.

Q4. Would you like to speak to your submission at the Hearing on 11 October? No

**Respondent No:** 15**Responded At:** Oct 02, 2024 13:04:11 pm**Last Seen:** Oct 02, 2024 20:14:12 pm

Q1. Please write your address for either Inglis or Riverside Road

[Redacted]

Q2. What is your preferred option?

Option 1. Put in place a targeted rate of \$193.71 including GST per property each year for 20 years starting on 1 July 2025 and ending on 30 June 2045.

Q3. Please provide any comments, suggestions or feedback you have about the proposals:

not answered

Q4. Would you like to speak to your submission at the Hearing on 11 October?

No

**Respondent No:** 16**Responded At:** Oct 02, 2024 13:06:41 pm**Last Seen:** Oct 02, 2024 20:14:12 pm

Q1. Please write your address for either Inglis or Riverside Road



Q2. What is your preferred option?

Option 1. Put in place a targeted rate of \$193.71 including GST per property each year for 20 years starting on 1 July 2025 and ending on 30 June 2045.

Q3. Please provide any comments, suggestions or feedback you have about the proposals:

not answered

Q4. Would you like to speak to your submission at the Hearing on 11 October?

No

WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF THE HEARING AND DELIBERATIONS OF THE SEALING OF RIVERSIDE ROAD AND INGLIS ROAD SUBMISSIONS HELD IN THE RAKAHURI ROOM, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON FRIDAY 11 OCTOBER 2024 COMMENCING AT 9AM

PRESENT

Councillors B Cairns (Chairperson), J Goldsworthy and J Ward.

IN ATTENDANCE

G Cleary (General Manager Utilities and Roothing), J McBride (Roothing and Transport Manager) and K Rabe (Governance Advisor).

1. APPOINTMENT OF A HEARING PANEL CHAIRPERSON

K Rabe opened the meeting and called for nominations for a Chairperson for the Hearing Panel.

Moved: Councillor Ward

Seconded: Councillor Goldsworthy

THAT Councillor Cairns be appointed as Chairperson of the Sealing of Riverside Road and Inglis Road Hearing Panel.

CARRIED

At this time, Councillor Cairns assumed the Chair for the duration of the hearing and deliberations.

2. APOLOGIES

There were no apologies.

3. CONFLICTS OF INTEREST

No conflicts of interest were recorded.

4. HEARING OF SUBMISSIONS

Donna Sparks spoke to her submission noting that they had bought their property nine years ago. At the time they were told that a development contribution had been paid and the road would be sealed in the near future. However, she was told later that the 30% threshold criteria had not been met which would trigger the resealing of River Road.

D Sparks stated that they had bought the property for the outside lifestyle which was impossible to achieve due to the continual dust generated from the gravel road. The prevailing wind/breeze was from the east which blew dust directly over their property and significantly affected day to day life for the family. D Sparks told the Hearing that she was a keen gardener, and her vegetable garden fed her family throughout the year. The dust impacted not only working the garden but also smothered the plants. She could not hang washing out on the line and her daughter could not play outside especially during the summer months when hay was being harvested and heavy vehicles used the road constantly. One of the attractions of the lifestyle was to be able to entertain outside, however

the dust made that impossible, as even with a light breeze there was significant dust movement. D Sparks also noted that when her horses and cows were in the roadside paddock the dust made them cough.

D Sparks also related an incident when her daughter was dropped off by the school bus, the bus generated a dust cloud that obscured an oncoming speeding vehicle and could have ended in tragedy if she had not happened to be on the side of the road to stop her daughter crossing.

She noted that some of her neighbours were concerned about the cost of sealing the road however she felt that the approximately \$20 per month targeted rate over the next twenty years was worth the improved living conditions, mitigated road safety and improved health benefits.

Councillor Goldsworthy asked what the key concerns were of the residents who were in opposition to the proposal. D Sparks noted that there had been a stated concern regarding an increase in crime if the road was sealed, however she was not convinced that this would be an outcome and if it was, there were actions that could be taken to mitigate the threat. Councillor Ward noted that crime did not rely on road conditions.

Councillor Cairns asked if D Sparks was concerned that vehicle speeds may increase if the road was sealed. D Sparks stated that there were some vehicles who still sped even on gravel roads and she believed that there would always be people who drove fast no matter the condition of the road. She related that the current road had significant potholes and the noise generated by people traveling at speed over potholes could be significant. She believed the road being sealed would generate more positive than negative outcomes for the neighbourhood. If the road was sealed she would not consider selling up as they liked the area and their community however her neighbours had recently sold due to the dust problems and she could understand their decision. If the road was not sealed they would consider selling up as currently they were unable to enjoy the lifestyle they sought when they bought the property.

The Chairperson thanked D Sparks for her submission and for coming to speak to the Panel as it was always helpful to hear first hand the challenges the community were dealing with.

J McBride read out Submission 13 from a resident of River Road as requested given they could not attend the Hearing due to work commitments. The submission also supported the proposal and noted that the dust situation was increasing and had worsened significant health issues.

5. DELIBERATIONS

All submissions received had been included in the staff report Trim 241001168468. Fourteen submissions supported the proposal, 11 for a targeted rate and three for a lump sum payment. Two submitters had not support the proposal while six residents had not respond to the request for feedback.

The Hearing considered the information supplied by all the submitters noting that the majority of residents were in favour of the road being sealed. Councillor Cairns noted that the Council had agreed, in principle, to the sealing of River and Inglis Roads subject to the results of the consultation. Councillor Cairns asked if any attempt had been made to re-engage with the residents who had not responded. J McBride replied that all residents had been contacted with a hardcopy of the proposal and a week prior to the consultation closing those residents who had not responded were sent reminders. The consultation was also available online. She was confident that staff had made a serious effort to engage with all the residents, however the Council could not force people to respond if they chose not to.

Councillor Goldsworthy enquired if the Council had sufficient funds in its budget for this work to be completed. J McBride replied that if all projects for the year were completed the budget would be approximately \$1 million over budget, however for the past five years the budget had been underspent therefore on average there would be sufficient funds to cover this project. In response to a question by Councillor Goldsworthy regarding road maintenance J McBride stated that maintenance for sealed roads was more costly than for gravel roads.

Councillor Cairns asked if service requests had been received requesting wetting down of gravel roads during the drier months. J McBride stated that the Council had over 600km of gravel roads, and it would be cost prohibitive to wet gravel roads down. She acknowledged that there were service requests and complaints regarding dust during the summer months, just as there were complaints regarding potholes during the winter months.

Councillor Ward sympathised with D Sparks and her neighbours regarding the problems that dust caused and was greatly concerned with the health aspect. She asked how long it would take for the road to be sealed if there was a positive outcome from the Hearing. J McBride replied that the contractor had already been tendered and if the Council approved the sealing at its November 2024 meeting the sealing could happen prior to Christmas or shortly after.

In response to Councillor Goldsworthy's query, J McBride confirmed that all the submissions had been from the River and Inglis Road area.

6. **STAFF REPORT**

6.1. **Request for Sealing of Riverside Road and Inglis Road and Establishment of a Targeted Rate for the area – Joanne McBride (Roading and Transport Manager)**

J McBride presented the report which outlined the proposal to put in place a targeted rate on affected properties to enable the property owners to pay through their rates, for their share of the cost of sealing the sections of Riverside Road and Inglis Road, adjacent to their properties.

J McBride noted that staff had been approached by two residents about 18 months ago in relation to sealing this portion of the road. A report had gone to the Council who had agreed in principle to the resealing of the road subject to the results of a consultation with affected residents. She also noted that if the option to delay the sealing until after the 2025 Annual Plan process it would mean that a new tender would need to be carried out for the work which could increase the cost of the project.

Moved: Councillor Ward

Seconded: Councillor Goldsworthy

THAT the Road Reserve Management Policy Hearing Panel:

- (a) **Receives** Report No. 241001168468.
- (b) **Receives and considers** all submissions.
- (c) **Notes** that a total of 16 submissions were received on the proposal of sealing Riverside Road and Inglis Road and putting in place a targeted rate to allow for this work to occur, with the following summary of responses:
 - i. 14 submitters support the proposal (11 for the targeted rate and three for the lump sum payment).
 - ii. Two submitters were opposed to the sealing being undertaken.

- (d) **Notes** that letters were sent to 22 property owners in total and as such no response has been received from six.
- (e) **Notes** that the Hearings Panel will consider these submissions and make a recommendation to the Council.
- (f) **Notes** that the Hearing Panel will make a recommendation on whether or not to consider for approval of the targeted rate in the Draft Annual Plan 2025/26.
- (g) **Notes** the targeted rate will be set on the final construction costs for the sealing work. A contingency has been included to allow for minor variations.
- (h) **Recommends** that the Council:

Option One:

- 1. **Approves** the inclusion of the targeted rate for the sealing of Riverside Road and Inglis Road in the Draft Annual Plan 2025/26, as detailed in the Statement of Proposal (Trim no. 240818138178).
- 2. **Notes** that property owners have the option of paying by lump sum or by a targeted rate.

CARRIED

Councillor Ward reiterated her concerns regarding the health of residents and was encouraged by the fact that this project could get underway quickly. She thanked D Sparks for her submission and for coming in to talk to the Panel and hoped that she and her family would soon be able to enjoy the lifestyle they had been waiting for. Councillor Ward stated that she was a lifelong asthma sufferer and understood the effects dust had on people's health and wellbeing.

Councillor Goldsworthy stated that he would support the motion and that his concern regarding rural amenity and affordability had largely been eased. He also noted that there was a clear majority in favour of the proposal.

Councillor Cairns thanked D Sparks for coming in to tell the Panel of her experience as it was good to get a first-hand explanation of challenges faced. He also thanked staff for the work done to ensure that all residents had the opportunity to submit and to share their views.

There being no further business the Hearing closed at 9.34am.

CONFIRMED



B Cairns
Chairperson

11 October 2024

Date

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION****FILE NO and TRIM NO:** EXC-57 / 241014177625**REPORT TO:** COUNCIL**DATE OF MEETING:** 4 November 2024**AUTHOR(S):** Jeff Millward – Chief Executive**SUBJECT:** Health, Safety and Wellbeing Report – October 2024**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)_____
Department Manager

Chief Executive**1. SUMMARY**

- 1.1. This report provides an update to the Council on Health, Safety and Wellbeing (HS&W) matters between September 2024 and October 2024. The dashboard reporting in the appendices cover trends between October 2023 and October 2024.
- 1.2. There were nine incidents which occurred from mid-September 2024 and mid-October 2024 which resulted in 49 hours lost time to the organisation. Flamingo Scooter and Rangiora Airfield incidents are included within this report.
- 1.3. Section 4 of the report provides details on the following areas:
 - 4.1 Incidents, Accidents & Hazards
 - 4.2 Airfield Update
 - 4.3 Health & Safety in Contracts.

Attachments:

- i. Appendix A: Incidents, Accidents, Near-misses, Hazard reporting
- ii. Appendix B: Contractor Health and Safety Capability Pre-qualification Assessment (drawn from the Site Wise database)
- iii. Appendix C: Health, Safety and Wellbeing Dashboard Reports.

2. RECOMMENDATION**THAT** the Council:

- (a) **Receives** Report No 241014177625
- (b) **Notes** that there were no notifiable incidents this month. The organisation is, so far as is reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) as required by the Health and Safety at work Act 2015.
- (c) **Circulates** this report to the Community Boards for their information.

3. **BACKGROUND**

- 3.1. The Health and Safety at Work Act 2015 requires that Officers must exercise due diligence to make sure that the organisation complies with its health and safety duties.
- 3.2. An officer under the Health and Safety at Work Act 2015 is a person who occupies a specified position or who occupies a position that allows them to exercise a significant influence over the management of the business or undertaking. Councillors and the Chief Executive are considered to be the Officers of the Waimakariri District Council.

4. **ISSUES AND OPTIONS**

4.1. Incidents, accidents & Hazards

- 4.1.1. Mid-September 2024 to mid- October 2024 shows a variety of incident types. Property and Vehicle Damage, Near Miss and Injuries.
- 4.1.2. The HS&W Team have been working alongside the Water Unit through investigations completed following incidents with a focus on Health & Safety documentation within contracts to raise awareness of potential risks.
- 4.1.3. All incidents are either closed with mitigations or currently under investigation. Key learnings have been shared with teams. Reporting of all incident occurrences has been consistent with staff and incident information has been thorough.

4.2. Rangiora Airfield Update

- 4.2.1. There has been a report of a hazard involving an aircraft entering the circuit without applying required radio calls. This hazard has been notified to the Civil Aviation Authority of New Zealand (CAANZ) and a report has been submitted by the Canterbury Recreation Aircraft Club (CRAC) Safety Officer.
- 4.2.2. The Airfield Manager has purchased bird harassing pyrotechnics that are used by many airfields in NZ and internationally. Some species (such a paradise ducks) can be successfully harassed off the airfield by using a vehicle to follow them to prevent them from landing, but others require additional means of removing them from the airfield, to minimise the risk of bird strike to aircraft. Paradise ducks now recognise the airfield vehicle and immediately vacate off the airfield without too much effort. This has come about after weeks of significant harassment and not allowing the ducks to land, rest, or feed. The ducks are the most significant threat to aircraft safety.
- 4.2.3. Detailed reporting and mitigations are presented by the Airfield Manager at the Community & Recreation Committee meeting.

4.3. Health & Safety in Contracts

- 4.3.1. Further to reviewing the steps we take to engage contractors, we have looked at our current Nintex process, Manage Contract Health and Safety which is a comprehensive process.
- 4.3.2. The Council through its procurement process have a number of panels for small

value contractor works, where the contractor can preregister for the work, and they complete all the pre-requirements. The work is shared across these preregistered suppliers.

4.3.3. Currently the Council is looking at bundling certain works and tendering these as a contract for service in an effort to reduce administration and gain better pricing.

4.3.4. The required systems are in place to manage this risk; however, it has been identified that resourcing and systems management can be better managed and this is being reviewed in line with the new system.

In the interim, we have created a list for departments to follow when engaging contractors for ad-hoc work. Part of this review will include the wider H&S documentation included in the current tender documents.

1. Implications for Community Wellbeing

There are no implications for community wellbeing by the issues and options that are the subject matter of this report.

1.1. The Management Team has reviewed this report and support the recommendations.

2. COMMUNITY VIEWS

2.1. Mana whenua

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

2.2. Groups and Organisations

There are no external groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

2.3. Wider Community

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

3. OTHER IMPLICATIONS AND RISK MANAGEMENT

3.1. Financial Implications

There are no financial implications of the decisions sought by this report.

3.2. Sustainability and Climate Change Impacts

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

3.3. Risk Management

The organisation has reviewed its health and safety risk and developed an action plan. Failure to address these risks could result in incidents, accidents or other physical or psychological harm to staff or the public.

The regular review of risks is an essential part of good safety leadership.

3.4. Health and Safety

There are health and safety risks arising from the adoption/implementation of the recommendations in this report. Continuous improvement, monitoring, and reporting of Health and Safety activities are a key focus of the health and safety management system.

4. CONTEXT

4.1. Consistency with Policy

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

4.2. Authorising Legislation

The key legislation is the Health and Safety at Work Act 2015.

The Council has a number of Human Resources policies, including those related to Health and Safety at Work.

The Council has an obligation under the Local Government Act to be a good employer.

4.3. Consistency with Community Outcomes

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

- There is a safe environment for all.
- Harm to people from natural and man-made hazards is minimised.
- Our District has the capacity and resilience to quickly recover from natural disasters and adapt to the effects of climate change.

The Health, Safety and Wellbeing of the organisation, its employees and volunteers ensures that Community Outcomes are delivered in a manner which is legislatively compliant and culturally aligned to our organisational principles.

4.4. Authorising Delegations

An officer under the Health and Safety at Work Act 2015 is a person who occupies a specified position or who occupies a position that allows them to exercise a significant influence over the management of the business or undertaking. Councillors and Chief Executive are considered to be the Officers of WDC.

Appendix A

WDC Incident Reports

Date	Event Description	Incident Type	Person Type	Outcome and Response
13/09/2024	A member of the public walked through the Rangiora Service Centre building after having been given access at the rear staff entrance by a member of staff. The member of the public came in the customer services front counter area to ask for assistance. Front counter staff did not feel threatened by the member of the public. A staff member walked them back to the right side of the counter. Staff reported they were alarmed at how easily the member of the public gained access to a restricted area of the building. A staff member spoke to the member of the public who advised a staff member opened the door to leave the building, followed by several other staff members.	Near miss	Non-Employee	Corrective action has been carried out through the Property and Health, Safety & Wellbeing Team collaborating to investigate and mitigate. A notification to all staff was issued to raise awareness among staff when entering/exiting council buildings.
18/09/2024	A Waimakariri District Council contractor was contracted to complete work in Kaiapoi which included felling of trees and placing concrete blocks across an area that was illegally being used by residents to enter Pegasus from Kaiapoi. While onsite the contractor's team were approached by a resident. There was a conversation between the resident and contractor and the resident was advised this was a temporary repair until the surrounding land could be developed to prevent people using this area and then would be removed. During the conversation, several other persons came out of the property. The contractor was verbally abused by the residents. As it started to escalate the contractor stopped work immediately and all staff left the site.	Adverse interaction	Non-Employee	The contractor stopped work immediately and all staff left site. This was reported to Waimakariri District Council's Roading Team and an incident report was submitted. The police were notified of this interaction.
19/09/2024	A staff member reported a Tennis Elbow diagnosis.	Injury	Employee/Volunteer	The affected staff member has received medical attention through their doctor.
20/09/2024	Near miss reported by a staff member who was waiting to turn on to a main road. No incident occurred.	Near miss	Employee/Volunteer	The near miss was investigated, and a cautious approach has been advised which is consistent with normal daily driving practices.

25/09/2024	A staff member reported returning home to find eggs had been thrown at their property.	Property/Vehicle damage	Employee/Volunteer	The staff member reported this as a Health and Safety incident and notified their Team Leader. No further action has been required.
30/09/2024	A resident reported that school children were seen on top of the water Reservoir at a water pump station. On investigation by staff a large hole was located in the boundary fence.	Adverse interaction	Non-Employee	The staff member reported this as a Health and Safety incident and notified their Team Leader. Staff have advised the resident to contact the police if the young persons are seen to persist with this behaviour. The hole has been fully repaired.
03/10/2024	A staff member accidentally hit their head on the corner of a floating shelf that is attached to the wall whilst closing the blinds.	Injury	Employee/Volunteer	The staff member received first aid and medical attention right away following this incident.
07/10/2024	A staff member reported involvement in a (private) vehicle collision whilst driving to work.	Near miss	Employee/Volunteer	This incident investigation is currently in progress.
08/10/2024	Staff member reported an incident where they slipped on the damp decking which resulted in straining their ankle.	Injury	Employee/Volunteer	There was no medical attention required following this incident. Anti slip matting has been improved and placed in this area.

Flamingo Scooter Incident Reports: Four incidents reported this month. All four incidents were recorded with minor severity and no significant injuries reported as a result.

Airfield Incident Reports – Nil reported for this month.

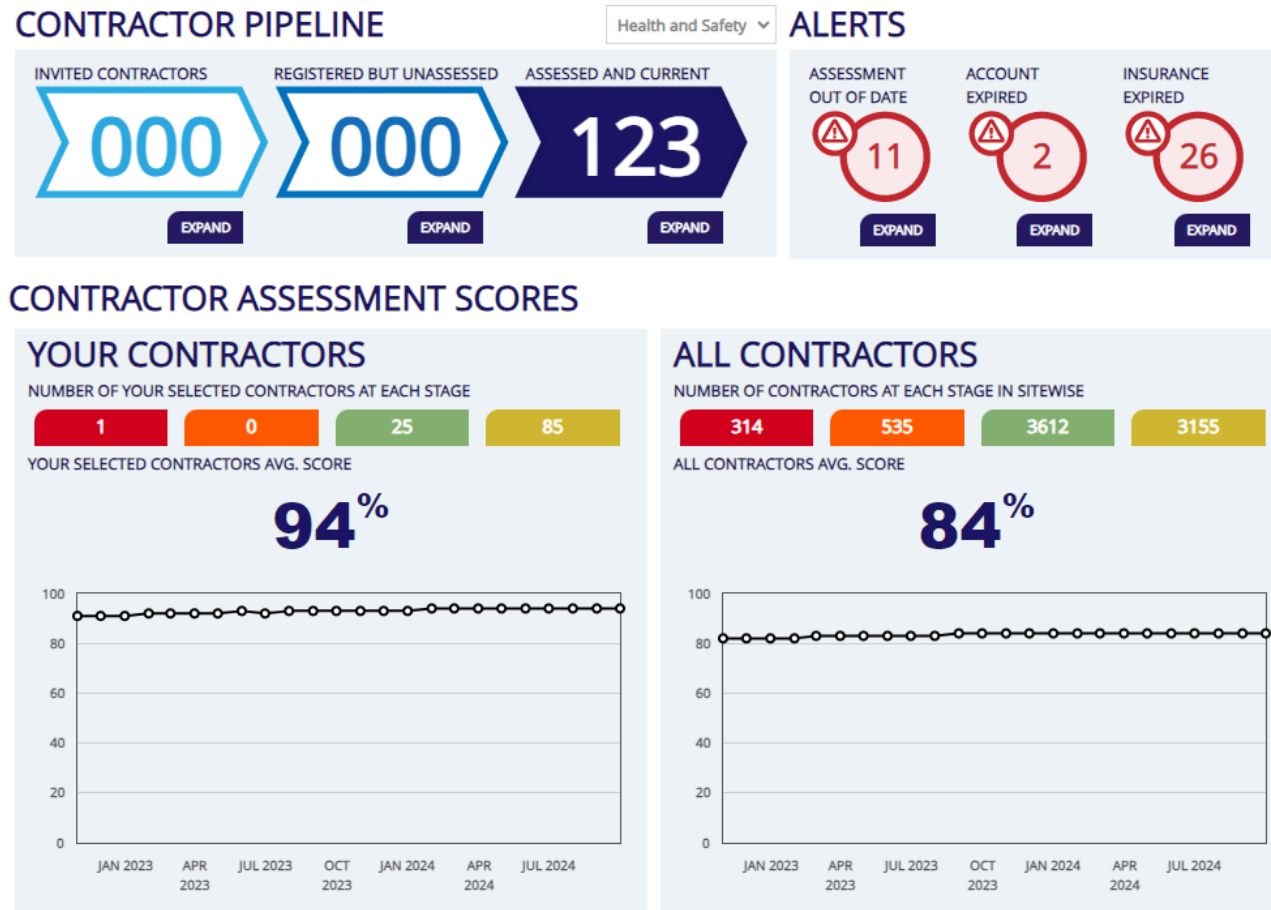
Aqualand Incident Reports - Nil reported this month.

Lost Time Injuries - Aquatics:	40 Hours
Libraries:	09 Hours
Water Unit:	Nil

Lead Indicators

Safety Inspections Completed (Workplace Walkarounds)	Workplace Walkarounds: <ul style="list-style-type: none"> September Walkarounds completed – 14 returned
Training Delivered	People Trained: <ul style="list-style-type: none"> 19 First Aid trained in September

Appendix B



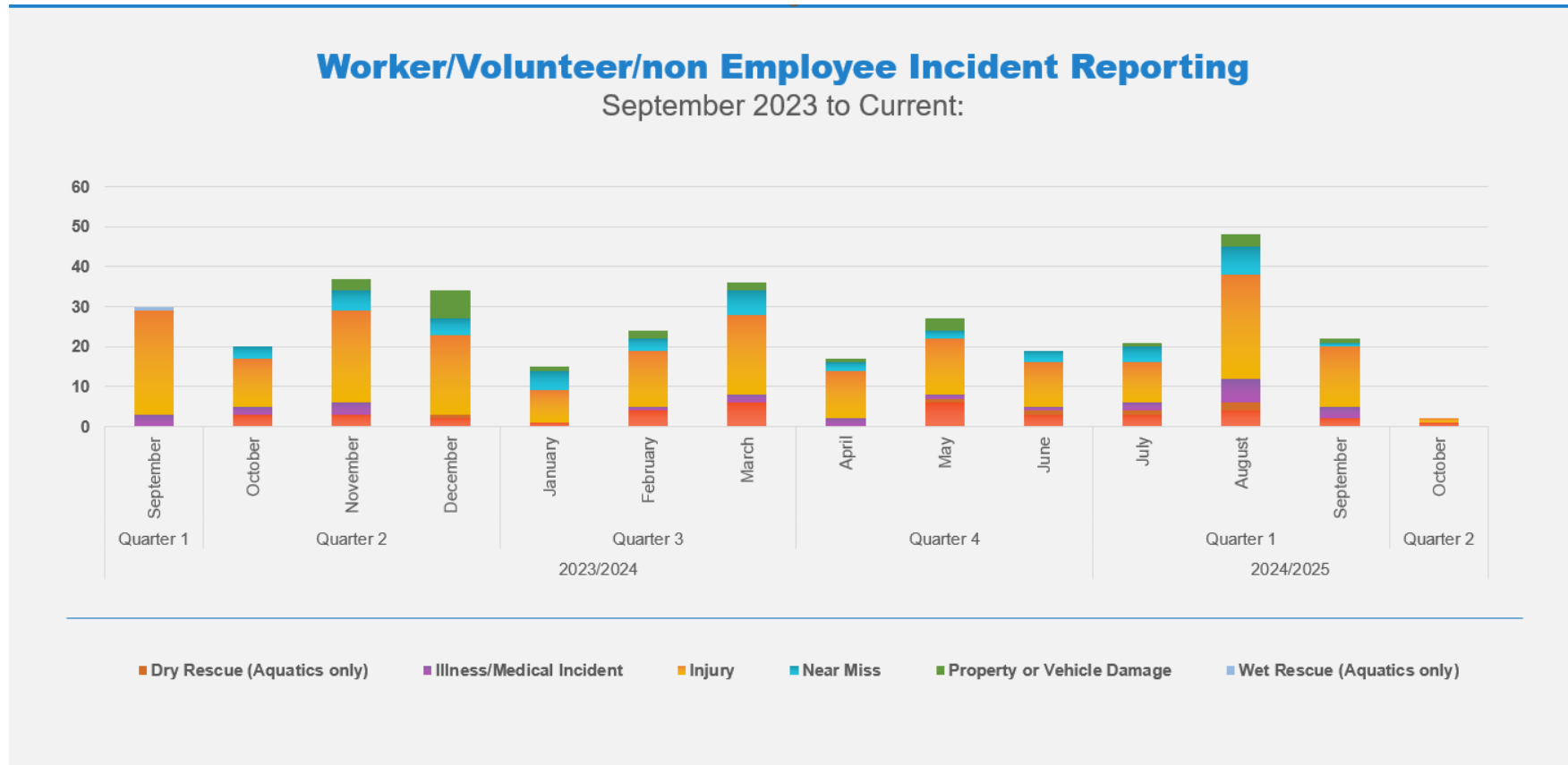
Above is the current status of our preferred contractor data base held within SiteWise.

Alerts are the contractors currently out of assessment date, expired and their insurance has expired. We do not engage these contractors until they are reassessed by SiteWise.

SiteWise issue reminders as well as the HS&W team once a month until they have updated them.

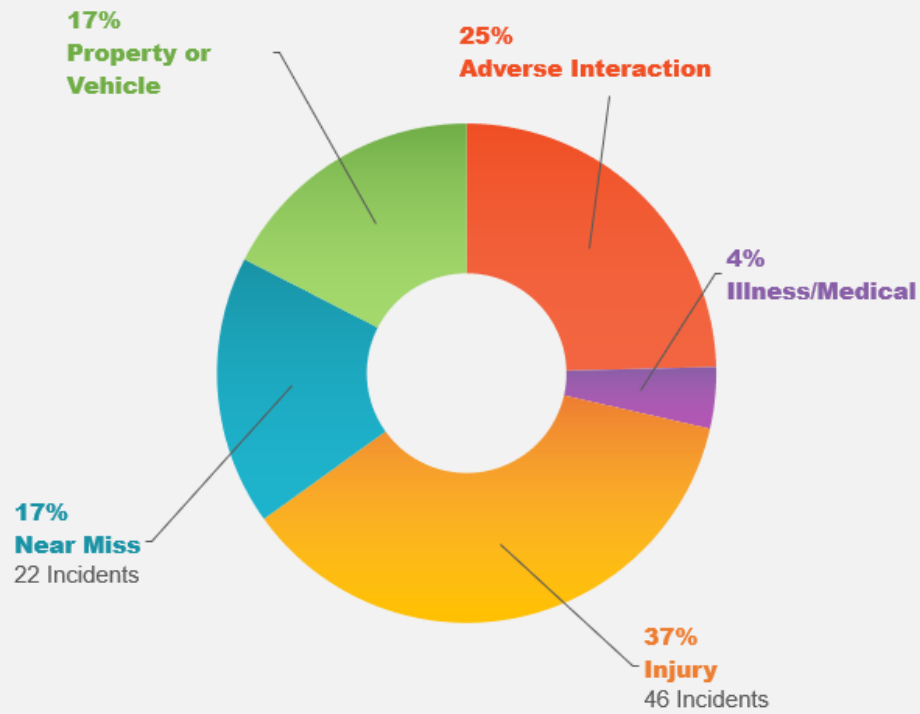
“YOUR CONTRACTORS” is referring to our preferred contractor list. “ALL CONTRACTORS” is referring to the full contractor list.

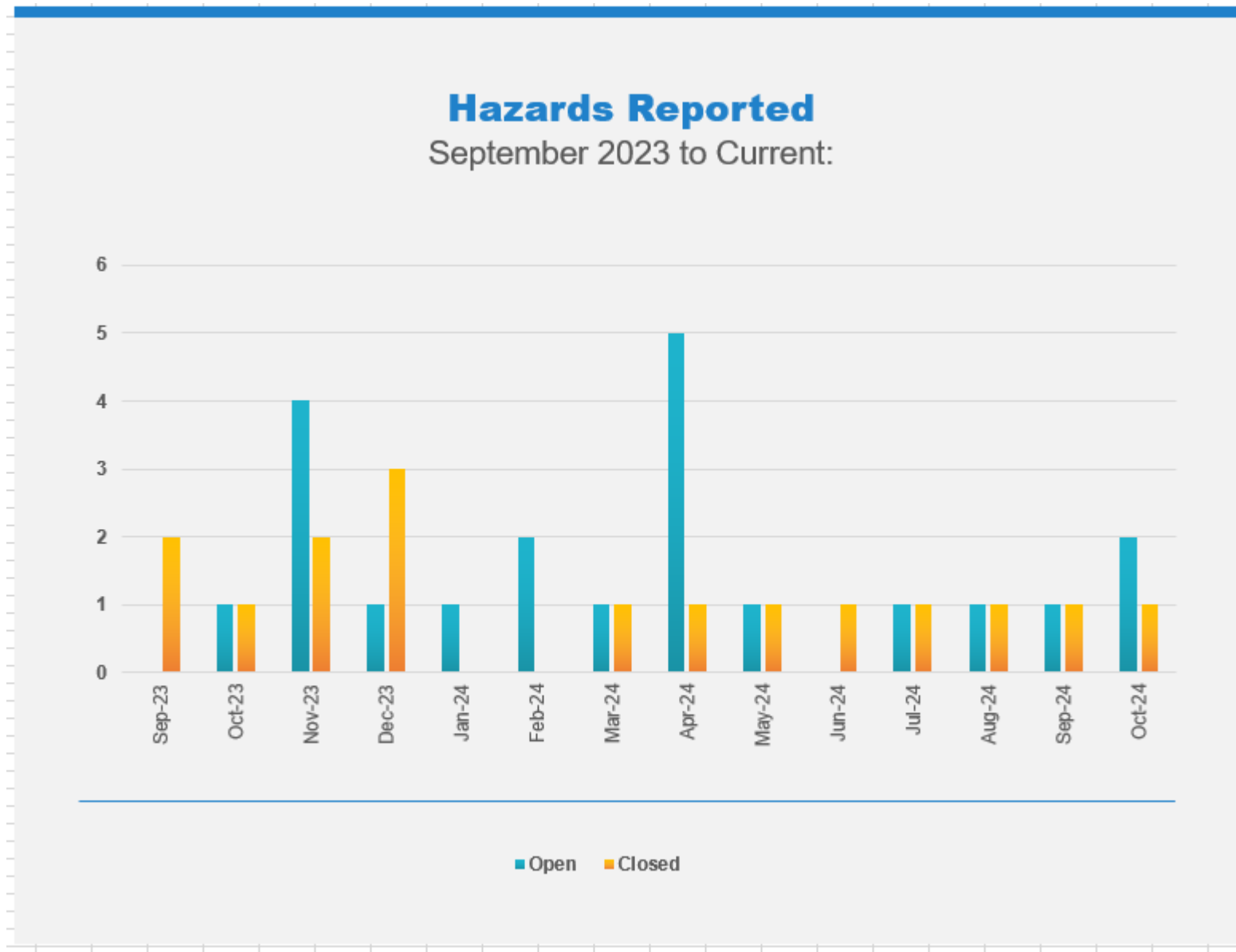
Appendix C



Worker/Volunteer Incident Reporting

September 2023 to Current:





A MEETING OF THE COMMUNITY AND RECREATION COMMITTEE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY 17 SEPTEMBER 2024 AT 3:30PM.

PRESENT:

Councillors R Brine (Chairperson), B Cairns, P Redmond and Mayor D Gordon.

IN ATTENDANCE:

Councillors J Ward and P Williams.

J Millward (Chief Executive), L Sole (District Libraries Manager), T Sturley (Community Team Manager), G Stephens (Design and Planning Team Leader), I Clark (Project Manager Community and Recreation), M Pugh (Community Development Facilitator) and C Fowler-Jenkins (Governance Support Officer).

1 APOLOGIES

Moved: Mayor Gordon

Seconded: Councillor Cairns

THAT the Community and Recreation Committee:

- (a) **Received** and sustained leave of absence from Councillors Blackie and Mealings.

CARRIED

2 CONFLICTS OF INTEREST

There Were no conflicts declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the Community and Recreation Committee held on 23 July 2024

Moved: Councillor Redmond

Seconded: Councillor Cairns

THAT the Community and Recreation Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the Community and Recreation Committee, held on 23 July 2024, as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

There were no matters arising.

3.3 **Notes of the Community and Recreation Committee Workshop held on 23 July 2024**

Moved: Councillor Cairns

Seconded: Councillor Redmond

THAT the Community and Recreation Committee:

- (a) **Receives** the circulated workshop notes of the Community and Recreation Committee, held on 23 July 2024.

CARRIED

4 **DEPUTATIONS**

4.1 **Waikuku Beach Accessibility Matting – Katie Croft and Biddy Riley**

B Riley reported that Ocean Access Advocates Roopu (OAAR), was a group of local residents advocating for equitable access to beaches and coastal areas for all people. OAAR's approach was to educate and advocate in the hope of enhancing understanding. OAAR ran an accessible mat trial during the 2023/24 summer season; it was a 10-metre loan mat from C1 South to test at Waikuku Beach. She noted that OAAR were grateful for the support of the lifeguards and the volunteers at the Waikuku Surf Lifesaving Club during the trial. Feedback indicated that the mats' installation was straightforward; however, daily visual inspections were recommended, with a more thorough physical inspection carried out once a week. B Riley noted that the mats would be a Council asset, however, they had been informed there would be no liability to the Council if volunteers inspected the mat.

K Croft commented that wheelchairs and beach matting were available at Sumner and North Beaches in Christchurch. OAAR believed this was an opportunity for the Waimakariri District to provide unrestricted access to its beaches. OAAR had liaised with North Beach, Christchurch residents about the requirements for installing beach accessibility matting. It seemed that the Resident's Association applied to the Christchurch City Council for funding to purchase the mat, which was rolled out daily and monitored by the lifesavers. In terms of the operational requirements of a mat at Waikuku Beach, the beach environment was changeable. It was, therefore, important OAAR worked on the access to the beach in terms of the IRB for the surf club for emergency access.

Mayor Gordon enquired about the cost of installing beach accessibility matting at Waikuku Beach. K Croft noted that the matting cost approximately \$1,000 a metre. C1 South had indicated that they would donate the 10-metre matting used during the trial. OAAR estimated they would need another 40 metres to ensure to the ocean. It was highly recommended to also have some matting, perpendicular to the access mat where people could leave their wheelchairs while they swam.

Responding to Mayor Gordon's question, K Croft confirmed OAAR had not tried to secure any external funding.

Councillor Cairns asked if the proposed length measured was from the viewing platform or the sheds at Waikuku Beach. K Croft explained it was from the Waikuku Surf Lifesaving Club building.

Councillor Cairns noted that 40-50 metres of matting would be a very large roll. He asked if the anticipated costs included storage and whether OAAR had spoken with the Waikuku Surf Lifesaving Club about storage. K Croft explained that the matting would be wound on a 'pool net' roll and attached to the outside of the building with a metal cage and lock box around it. In terms of the funding, the storage would be an additional cost.

5 **REPORTS**

5.1 **Libraries Update to 5 September 2024 – L Sole (District Libraries Manager)**

L Sole took the report as read; however, he highlighted the following:

- National Poetry Day, which drew in around 100 people.
- Libraries held several classes teaching school-aged children writing skills, who had contributed some of their poems for inclusion in a journal that staff had produced. He acknowledged the contribution of Jason Clements, who edited that journal.
- Staff was working with Alzheimer's New Zealand on being accredited as Dementia-friendly libraries. A monthly Next Chapter Group co-led with Dementia Canterbury started in Kaiapoi, facilitated by the Waimakariri Libraries Team. The aim was to socially connect dementia patients within their community. Staff had also been working on a new collection called 'Suitcase of Memories' aimed at people with Dementia.
- The Robotics Club had gone from strength to strength; they had a group of regular participants from local schools.
- Staff recently collaborated with the greater Christchurch schools' network to offer a podcasting programme for school children. It was a facilitated session where they learnt how to record, edit and publish those.

Responding to a question from Councillor Redmond, J Millward explained that there were no contributions in the current financial year. However, the Contributions Policy made provision for ten years in advance and ten years in arrears, so even no expenditure had occurred, development contributions were charged.

Councillor Cairns noted the 8,637 visitors over the last week of Kids Fest and asked what the regular number of visitors was. L Sole advised that they had employed a people-counting solution that was 98% accurate. Often, over such busy periods, visitor volumes could go up a third or sometimes even double.

Councillor Cairns enquired if the Council would fund the Learning Connections Coordinator Jason Clements' trip to Madurai, India, in November 2024. However, L Sole confirmed that the trip would be self-funded.

Moved: Mayor Gordon

Seconded: Councillor Cairns

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 240911154839.
- (b) **Notes** the community benefits of the below initiatives, with reference to children's literacy development, providing valuable social and vocational skills as part of a curriculum-based robotics initiative, and the addition of further services to promote inclusion and social connection for those with Alzheimer's and dementia or related conditions.
- (c) **Circulates** the report to the Community Boards for their information.

CARRIED

Mayor Gordon commented that the library was a very busy and active community space, and he was proud of this activity. The Waimakariri Libraries were well-used spaces that reflected their communities. He thanked the staff for the work they were doing.

Councillor Cairns commended the library's staff for the work they did.

5.2 **Aquatics September 2024 Report – M Greenwood (Aquatics Manager)**

M Greenwood was not present to present the report.

Councillor Redmond questioned the dates in paragraphs 5.3 and 6.1 of the report. J Millward noted that the dates were incorrect however the data was current.

Moved: Councillor Brine

Seconded: Councillor Cairns

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 240905150863.
- (b) **Notes** a strong response to recent recruitment activity with over 60 candidates applying for Lifeguard and Learn to Swim positions at our facilities.
- (c) **Notes** council staff working closely with the Ministry of Social Development to identify opportunities for funded training and development of employment opportunities.
- (d) **Circulates** this report to the Community Boards for their information.

CARRIED

Councillor Cairns congratulated staff for the support of the Kanes Shield event in Kaiapoi.

6 **CORRESPONDENCE**

Nil.

7 **PORTFOLIO UPDATES**

7.1 **Greenspace (Parks, Reserves and Sports Grounds) – Councillor Al Blackie.**

Councillor Blackie was not present.

7.2 **Community Facilities (including Aquatic Centres, Multi-use Sports Stadium, Libraries/Service Centres, Town Halls and Museums) – Councillor Robbie Brine.**

- Southbrook Sports Club Meeting - They held their Annual General Meeting six weeks ago where some accounting issues were raised, some were addressed at the meeting with others still to be addressed.

7.3 **Community Development and Wellbeing – Councillor Brent Cairns.**

- Celebrate Te Reo Māori - Multiple sessions were held at libraries throughout the district, hosting story times, toddler times, etc, starting at 1.30pm on Monday, 16 September 2024, at Chamber Gallery and ending at 11am on 26 September 2024 at Kaiapoi.
- There were reports of an increasing number of elderly people arriving at Christchurch Emergency Department malnourished. Local food banks were in discussions to ascertain what could be done. Food Banks were also reporting a growing number of over 65's coming to collect food parcels.
- Kaiapoi Community Wellbeing started a trial of handing out food parcels and vegetables growing in pots. This was to teach and inspire people/families to grow their own food and see how easy it was, even if they were renting or living in their cars. The first given out was lettuces and peas; the next would be strawberries, potatoes, and tomatoes. The aim was to do the trial for six months to a year to

gauge/measure the response/impact with the aim that people started growing their own food. Thus far, the reaction had been very positive. Have approached the Kaiapoi Garden Club to help with growing seedlings.

- Kaiapoi Garden Club donated and planted two Ash trees at the new fire station in Kaiapoi.
- Citizens' Advice was now open from Monday to Friday, 9am to 4:30pm.
- St John was offering the "Three Steps to Life" Program for free to groups.
- Woodend School Fair would be held from 10am till 3pm on Sunday 22 September 2024
- Received much positive feedback regarding the increase in number of days the Council were funding for Surf Lifesaving at its beaches.
- The Inclusive Sports event would be held at MainPower Stadium from 10.30am to 2.30pm on 4 October 2024 from 10.30am to 2.30pm.
- 28 September 2024 Big Variety Show - fundraiser for Big Brother Big Sisters.
- 9 October 2024 - Older Persons Expo at Rangiora RSA.
- Darnley Club Annual General Meeting: The many volunteers who look after the elderly were thanked. They had a new van and were adding on to the garage to accommodate its larger size.
- Join Waimakariri's Driver Mentor Programme, which matched up learner drivers with fully licensed volunteer mentors to assist them in learning safe driving practices and the skills needed to pass the Restricted Driver's Licence test.
- Waimakariri Youth Council, Ashley Rakahuri River Care Group, Environment Canterbury, Eco Educate, 4WD Club, Keep Rangiora Beautiful, Rangiora Rotary, Rangiora Tramping Club and the Waimakariri District Council on Saturday 21 September 2024 on the Ashley Rakahuri River.
- A Marketing 101 Workshop for Community Groups, Clubs, and Not-for-profits would be held from 9.30am to 3.30pm on Friday, September 20, at the Ruataniwha Kaiapoi Civic Centre.
- Waimakariri Youth Development Grant was open for applications.
- Kaiapoi Food Forest had a busy weekend with workshops on how to grow kumara and grafting fruit trees. They also received a substantial donation of trees from the Order of St Lazareth. The last donation of trees resulted in a number of them being quickly stolen.
- The food forest was visited by a US University Graduate who had been funded for a year to visit Food Forests all over the world. She spent several hours understanding how it started and how the community had been involved. Each year, a section of IBM selects and funds 30 graduate programs.
- Food Secure North Canterbury was having its next workshop on 24 October 2024 about "Food Security at a Time of Disruption." This workshop would result in the mapping of local growers and producers.
- A presenter at the Kaiapoi Garden Club spoke about there being 100mm less rainfall this year. Which may impact water supplies going forward.
- Food Box providers had changed the way they tracked the volume of food they gave out. They were now reporting on the number of meals, as opposed to the number of boxes, as each provider was giving out different-sized boxes of food. This would give a more accurate number of meals being provided.
- Waimak United Football team lost the first of their promotion games against Nelson.

7.4 **Waimakariri Arts and Culture – Councillor Al Blackie.**

Councillor Blackie was not present.

8 **QUESTIONS**

There were no questions.

9 **URGENT GENERAL BUSINESS**

There was no urgent general business.

10 **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

In accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it was moved:

Moved: Councillor Brine

Seconded: Councillor Redmond

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

Item 10.1 Confirmation of Minutes of the public excluded portion of a meeting of the Community and Recreation Committee meeting held on Tuesday 23 July 2024.

Item 10.2 Contract CON2418 Pines Beach Relocation Tender Evaluation and Contract Award Report.

The general subject of the matters to be considered while the public was excluded, the reason for passing this resolution in relation to the matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution were as follows:

Meeting Item No. and subject	Reason for excluding the public	Grounds for excluding the public-
10.1 Confirmation of Minutes of the public excluded portion a meeting of the Community and Recreation Committee meeting held on Tuesday, 23 July 2024.	Good reason to withhold exists under section 7	Section 7(h) of the Local Government Official Information and Meetings Act; "enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities".
10.2 Contract CON2418 Pines Beach Relocation Tender Evaluation and Contract Award Report.	Good reason to withhold exists under section 7	Section 7(h) of the Local Government Official Information and Meetings Act; "enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities".

CLOSED MEETING

See Public Excluded Agenda (separate document)

OPEN MEETING

NEXT MEETING

The next meeting of the Community and Recreation Committee would be held on Tuesday 26 November 2024 at 3.30pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 4:51PM.

CONFIRMED

Chairperson

Date

MINUTES OF A MEETING OF THE UTILITIES AND ROADING COMMITTEE HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON TUESDAY, 15 OCTOBER 2024, AT 9AM.

PRESENT

Councillors P Williams (Chairperson), N Mealings, P Redmond, J Ward and Mayor Gordon

IN ATTENDANCE

Councillor B Cairns

G Cleary (Utilities and Roading Manager), K Simpson (3 Waters Manager), J McBride (Roading and Transportation Manager), D Young (Senior Engineering Advisor), J Recker (Stormwater and Waterways Manager), M Liu (Infrastructure Resilience Manager), P Towse (Senior Infrastructure Resilience Engineer), B Strickland (Senior Infrastructure Resilience Engineer), E Glendinning (Infrastructure Resilience Administrator), K Waghorn (Solid Waste Asset Manager), C Roxburgh (Project Delivery Manager) P Daly (Journey Planner/Road Safety Coordinator) and E Stubbs (Governance Support Officer)

One member of the public was present.

1 APOLOGIES

Moved: Councillor Mealings

Seconded: Councillor Ward

THAT an apology for absence be received and sustained from Councillor Brine.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the Utilities and Roading Committee held on Tuesday 20 August 2024.

Moved: Mayor Gordon

Seconded: Councillor Redmond

THAT the Utilities and Roading Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the Utilities and Roading Committee held on 20 August 2024, with a correction to item 5.1 - the ocean outfall consent expires in 2035, as a true and accurate record.

CARRIED

3.2 Matters arising (From Minutes)

There were no matters arising.

3.3 **Notes of a workshop of the Utilities and Roothing Committee held on Tuesday 20 August 2024.**

Moved: Councillor Redmond

Seconded: Councillor Ward

THAT the Utilities and Roothing Committee:

- (a) **Receives** the circulated Notes of a workshop of the Utilities and Roothing Committee held on 20 August 2024.

CARRIED

4 DEPUTATION/PRESENTATIONS

There were no deputations or presentations

5 REPORTS

5.1 **July 2023 Flood Recovery Progress Update – J Recker (Stormwater and Waterways Manager), K Simpson (3 Waters Manager), J McBride (Roothing and Transport Manager) and P Towse (Flood Team Lead)**

K Simpson introduced the new Infrastructure Resilience Team; Melanie Liu, Bertie Strickland, Pat Towse and Elise Glendinning.

K Simpson advised the report provided an update following the July 2023 flood event. The final five investigations were in the approval stage, and it was hoped they would be signed off by the end of October 2024. Fifteen of the 24 immediate works projects had been completed and seven were in the design phase with the Upper Sefton Road project going out to tender the following week.

The work was now projected to run over budget by \$77,000 or 1.9% of the total budget which had been approved in October 2023. K Simpson noted that the flood response investigations appeared to be overbudget due to some inconsistency in coding of the budget.

There were no questions from Councillors.

Moved: Councillor Ward

Seconded: Councillor Mealings

THAT the Utilities and Roothing Committee:

- (a) **Receives** Report No. 240906151625.
- (b) **Notes** that all 88 investigations have been triaged, scoped, and investigated, 5 are in the final approval stage and 83 are complete.
- (c) **Notes** that all 126 maintenance actions have been completed.
- (d) **Notes** that of the 24 immediate works projects, 15 projects have been completed, 2 are currently under construction, 7 are in the design phase.
- (e) **Notes** that the Infrastructure Resilience Team will take over the delivery of the remaining improvements works and implementing proposed future works.
- (f) **Notes** that the total cost estimate for the flood recovery work is \$4.055 million.
- (g) **Notes** that the expenditure to date is \$3,519,974 and the final forecast expenditure of \$4.133 million.
- (h) **Notes** the estimated 1.9% budget exceedance of \$77,697.
- (i) **Notes** that this budget exceedance will increase the District Drainage rate by approximately \$0.19 or 0.5% per property from 2025/26 onwards.

- (j) **Circulates** this report to all Community Boards for information.

CARRIED

Councillor Ward welcomed the new flood resilience team and looked forward to working with them.

Councillor Mealings commented that it was good to have the team in place, however she hoped they would not need to respond to an event anytime soon. She congratulated staff for getting to the bottom of a large list of investigations and projects.

Mayor Gordon endorsed the comments of his colleagues and welcomed the team. It was a critical piece of work and where the community had huge expectation to respond to a range of flooding events and historical issues. He acknowledged the work of J Recker and K Simpson and commented on the good feedback he had received from their engagement with the community. He thanked G Cleary for the development of the team noting that this work had needed to become business as usual. He commented on the importance of engagement and having the public alongside, as everyone had an opinion on drainage especially when their property was potentially at risk.

Councillor Williams endorsed the comments of his colleagues and looked forward to working with the team.

6 CORRESPONDENCE

Nil.

7 PORTFOLIO UPDATES

7.1 Roading – Councillor Philip Redmond

Focus areas for staff:

- Work was continuing to finalise the reseal programme for 2024/25 and complete reseal repairs. Resealing was likely to begin late October / early November 2024.
- Digout repairs had been underway around the district to address pavement failures.
- The pavement rehabilitation programme started this month with work on Tram Road this week. Tram Road would be closed between Earlys Road and Tallotts Road with a detour in place via Woodfields Road. The road would be open to westbound traffic only overnight and weekends, with a reduced speed limit in place.
- High shoulder removal work had been undertaken on Carrs and Dixons Road.
- Crack sealing works were planned on Lineside and Southbrook Roads to keep the pavement waterproof. This would be done as night works between 10pm and 5am later during the month.

Capital:

- Design for capital projects for the 2024/25 financial year was continuing.
- A revised programme of kerb and channel and footpath renewals had been prepared due to reduced funding from the National Long Term Plan (NLTP).
- Tender had closed for the Ellis Road Seal Extension, and it was hoped the contract would be awarded this week.

Other works:

- Work was continuing installing services along Blackett Street through to the Ashley Street roundabout. Nighttime closures of the Ashley Street / Blackett Street roundabout had been occurring to allow the trenching work to continue across the intersection. The intersection was open during the day.
- Work to install a new main across East Belt was carried out during this month, with the work being carried out during the school holidays to ensure impacts were minimised.
- The road tie-in to Todds Road outside the Sutton Tools development was planned for the 21st to 25th October 2024. During this period the road would be limited to one-way south bound only.

Events:

- Rangiora A&P Show was to be held on the 25th and 26th October 2024 (Labour Weekend).

Road Safety:

- The Kick Start Motorcycle Event (an annual collaboration between Christchurch City Council, Selwyn District Council and Waimakariri District Council) was held on the 22 September 2024 and was well attended. There were several different exhibitors including training providers at the event.
- There was one fatal crash (Depot Road) and one reported serious crash (Mulcocks Road / Lineside Road) over the last two weeks.

Funding:

- Funding had been approved for resilience improvements for Lees Valley. The funding approval was a total of \$1.78M, with \$1.116M to be spent within the 2024-27 NLTP period. This was for culverts, willow walls and the replacement of the Bypass Bridge. Approval of a programme of works would be required from NZTA to unlock this funding.

Councillor Mealings noted she had received an email regarding repair locations on Tram and Tallotts Roads. J McBride would follow up.

7.2 **Drainage, Stockwater and Three Waters (Drinking Water, Sewer and Stormwater) – Councillor Paul Williams**

Water

- The UV installation works were on track for completion in November 2024. The UV units at the Pegasus and Domain Road Water Treatment Plant were now operational. The South Belt, Peraki and Darnley Square UV installations would be operational over the next six weeks.
- The tender for the West Eyreton UV installation and the Two Chain Road third well drilling had recently gone out to market.
- The works to install the 450mm water main in Blackett Street was going well. The section in the Ashley Street / Blackett Street roundabout was currently being installed at night. The works to install the remaining sections would be ongoing until early December 2024. Staff had been working closely with business owners to keep them informed of the works and to minimise disruption.

Wastewater

- Recently had the first occurrence of midges at Woodend and Kaiapoi Wastewater Treatment Plants of the season. Staff had initiated the midge management plans, including midge trapping and spraying.
- The septage disposal facility tender had closed and would be awarded shortly, with construction works commencing later this calendar year.
- The Raven Quay works covering wastewater, water and stormwater pipe upgrades had recently been tendered and was due to start construction in the new year.

Drainage

- Cones Road Drain Upgrade was complete, and staff were monitoring the vegetation establishment and would assess whether additional weir modifications were warranted. There had been a lot of feedback from local residents who were happy with the upgrade.
- Drainage improvement works were underway across the district at Tram Road and Topito Road. The works at Washington Place, Woodfields Road and Greens Road division were now complete.
- The first round of Drainage Advisory Group meetings were progressing well.

Mayor Gordon asked about what had been sprayed on the batters of the Cones Road drain and whether it was an appropriate material considering ongoing maintenance of the drain. K Simpson agreed that maintenance was key as the banks were relatively steep. Staff wished to maintain vegetation rather than spray the banks. Matting had been applied followed by hydroseeding to provide stabilisation with vegetation. The main concern from a drainage point of view was growth of vegetation on the base of the drain rather than the banks.

Mayor Gordon asked whether there was funding for an improved level of service for the drain, as following the work there was now an expectation from the community that it would be kept maintained and look smart. Councillor Williams further asked about the use of tractor attachments that would allow for angled mowing to keep road verges tidier. An example of where it may be useful was Flaxton Road following the tree removal. J McBride explained that roads had different requirements in terms of mowing. Generally rural, sealed roads were mowed 1.5m back from edge of seal, in towns the full width of berm was mowed to provide a higher amenity. Increased amenity mowing would come at an increased cost which would need Council approval.

7.3 Solid Waste– Councillor Robbie Brine

Councillor Brine was not in attendance to present his report.

7.4 Transport – Mayor Dan Gordon

Mayor Gordon advised that Simon Bridges the new Chair of NZTA had visited the district and had been on a tour to view roading matters including Skewbridge Road, Lineside Road, Tuahiwi crossroads, and Pegasus/ Ravenswood/ Woodend roundabout. Also attending were James Caygill (Director of Regional Relationships NZTA) and Christchurch Mayor Phil Mauger. During the visit they had discussed the appropriateness of tolling which would be a new concept for the district. Simon Bridges had been provided a document prepared by staff highlighting the importance of roading and transport investment to the district. The visit had been followed by the Mayoral Forum which also discussed the importance of investment. He noted that the district would be keen to be part of trialling options, for example around

mass rapid transit. There had been good discussion, and it was important to keep the district at the forefront of decision making.

Mayor Gordon advised he had attended a meeting with the Ashley-Rakahuri Rivercare Group, the Police, Environment Canterbury, the Department of Conservation and 4-Wheel drive groups regarding the issue of 4-wheel drives in the river and the impact they were having. There was a need to work together to find a solution. He noted that crate day had been shifted to February.

G Cleary advised that the Infrastructure Commission had advised of the priority programme and staff were in the process of putting together a proposal for the Eastern Link route to be part of the National Infrastructure Plan. While it may not mean funding would be secured, it was beneficial in building a solid case. A further update would be provided. Mayor Gordon endorsed G Cleary's comments and thanked staff for their proactiveness in this area.

8 MATTERS REFERRED FROM COMMUNITY BOARDS

8.1 The Oaks, Kaiapoi - Request for No Stopping Lines – P Daly, Road Safety Coordinator/Journey Planner and J McBride (Roading and Transport Manager)

J McBride introduced the report noting that it had been approved at the Kaiapoi-Tuahiwi Community Board the previous day. She would take the report as read.

There were no questions from Councillors.

Moved: Councillor Mealings Seconded: Councillor Williams

THAT the Utilities and Roading Committee:

- (a) **Approves** the installation of 16 metres of 'No Stopping' lines at the dead end of the formed road of The Oaks, Kaiapoi, per Figure 3 of the report.
- (b) **Notes** the cost of approving this request is estimated at less than \$10.00, which will be funded from existing maintenance budgets. The work will be scheduled to coincide with other marking jobs in that area to minimise the cost of installation.

CARRIED

N Mealings commented that it was an easy, low cost, commonsense fix to a problem.

P Williams agreed the solution was sensible.

Mayor Gordon believed it was a good solution and commented on the good feedback he received of P Daly's work on road safety in the community.

8.2 Bob Robertson Drive Proposed Bus Stop Facility – P Daly, Road Safety Coordinator/Journey Planner and J McBride (Roading and Transport Manager)

J McBride acknowledged the work that P Daly had completed with Environment Canterbury (ECan) to get the new bus stop over the line. It had been unanimously supported at the Woodend-Sefton Community Board who had been requesting the change to the bus route for some time.

She noted the cost to install was an estimate, and three formal prices would be sort. The location was in the designated area and staff would seek confirmation with NZTA before installing, however there were other stops within the designated area and staff did not believe there would be an issue. The next step was for ECan to alter the bus route.

Moved: Councillor Redmond

Seconded: Councillor Ward

THAT the Utilities and Roading Committee:

- (a) **Approves** the installation of a bus stop facility on Bob Robertson Drive between SH1 and Garlick Street, as per Figure 4 in the report.
- (b) **Notes** that the cost of installation is estimated to be \$5,800, to be funded from the minor safety budget.
- (c) **Notes** that staff will continue to work with NZTA and Environment Canterbury on consideration for future bus services and supporting infrastructure.

CARRIED

Councillor Redmond believed it was a good decision to improve road safety by limiting the need for pedestrians to cross SH1 at the Pegasus roundabout.

Mayor Gordon left at 9.40am during Item 8.2

9 MATTERS FOR INFORMATION

- 9.1 **Subdivision Contribution Programme for 2024/25 and Approval of Ellis Road Seal Extension – J McBride (Roading & Transport Manager) and K Straw (Civil Projects Team Leader)**

(Report No. 240717116901 to Council Meeting 3 September 2024)

- 9.2 **Approval to Enter into Agreement with Auto Stewardship New Zealand for Removal of Tyres Under the Tyrewise Product Stewardship Scheme – K Waghorn (Solid Waste Asset Manager)**

(Report No. 240903149394 to MTO Meeting 9 September 2024)

Moved: Councillor Redmond

Seconded: Councillor Mealings

THAT the Utilities and Roading Committee

- (a) **Receives** the information in Items 9.1-9.2.

CARRIED

10 QUESTIONS UNDER STANDING ORDERS

Nil.

11 URGENT GENERAL BUSINESS

Nil.

12 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

In accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it is moved:

Moved: Councillor Ward

Seconded: Councillor Redmond

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

- 11.1 Confirmation of Public Excluded Minutes from 20 August 2024.
- 11.2 Contract 24-57 Rangiora Eastern Link and Skewbridge Programme Manager – Proposal Evaluation and Contract Award Report - Report to Management Team Operations 9 September 2024.
- 11.3 Land Purchase for new gravel quarry - Report to Council 1 October 2024.
- 11.4 Procurement of Ocean Outfall Maintenance Services – Report to Management Team 7 October 2024

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.	Subject	Reason for excluding the public	Grounds for excluding the public.
11.1	Confirmation of Public Excluded Minutes from 20 August 2024	Good reason to withhold exists under Section 7	As per Section 7(2)(h) of the Local Government Official Information and Meetings Act 1987, to “enable any local authority holding the information to carry on, without prejudice or disadvantage, commercial activities.”
11.2	Contract 24-57 Rangiora Eastern Link and Skewbridge Programme Manager – Proposal Evaluation and Contract Award Report - Report to Management Team Operations 9 September 2024	Good reason to withhold exists under Section 7	Resolves that the report, attachments, discussion and minutes remain public excluded for reasons of protecting the privacy of natural persons and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege as per LGOIMA Section 7 (2)(h) ”.
11.3	Land purchase for new gravel quarry - Report to Council 1 October 2024	Good reason to withhold exists under Section 7	Resolves that the report, attachments, discussion and minutes remain public excluded for reasons of protecting the privacy of natural persons and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege as per LGOIMA Section 7 (2)(a), (g) and (i) ”.
11.4	Procurement of Ocean Outfall Maintenance Services	Good reason to withhold exists under Section 7	Resolves that the recommendations in this report be made publicly available but that the contents remain public excluded as there is good reason to withhold in accordance with Section 7(2)(h) of the Local Government Information and Meetings Act: “enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities”.

CARRIED

CLOSED MEETING

The public excluded portion of the meeting commenced at 9.42am until 9.45am.

OPEN MEETING

Moved: Councillor Redmond

Seconded: Councillor Mealings

THAT open meeting resumes, and the business discussed with the public excluded remains public excluded unless otherwise resolved in the individual resolutions.

CARRIED

NEXT MEETING

The next meeting of the Utilities and Roading Committee will be held on Tuesday 19 November 2024 at 9am.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 9.47AM.

Chairperson

Date

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE OXFORD TOWN HALL, MAIN STREET, OXFORD ON WEDNESDAY 2 OCTOBER 2024 AT 7PM.

PRESENT

S Barkle (Chairperson), T Robson (Deputy Chairperson), M Brown, T Fulton, R Harpur, N Mealings, P Merrifield and M Wilson.

IN ATTENDANCE

G Cleary (General Manager Utilities and Roading), B Charlton (Environmental Services Manager), N Thenuwara (Policy Analyst), L Lee (Senior Environmental Compliance Officer), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

1. APOLOGIES

There were no apologies.

2. PUBLIC FORUM

There were no members of the public present.

3. CONFLICTS OF INTEREST

There were no conflicts declared.

4. CONFIRMATION OF MINUTES

4.1. Minutes of the Oxford-Ohoka Community Board meeting – 4 September 2024

Moved: T Robson Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 4 September, as a true and accurate record.

CARRIED

4.2. Matters Arising (From Minutes)

There were no matters arising.

4.3. Notes of the Oxford-Ohoka Community Board Workshop – 4 September 2024

Moved: P Merrifield Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the notes of the Oxford-Ohoka Community Board Workshop held on 4 September 2024.

CARRIED

5. DEPUTATIONS AND PRESENTATIONS

Nil.

6. ADJOURNED BUSINESS

6.1. Application from Oxford Football Club

K Rabe noted that the report going to the Rangiora-Ashley Community Board regarding the use of the Cust Domain had not yet been presented to the Board for a decision. She noted from the Club's letter the money was going to be used primarily for Pearson Park.

Moved: M Brown

Seconded: T Robson

THAT the Oxford-Ohoka Community Board:

- (a) **Approves** a grant of \$500 to the Oxford Football Club to purchase field marking paint to maintain the Junior and Senior pitches at Pearson Park and current Cust Domain pitch.

LOST

P Merrifield commented that it was disappointing that the Board were considering granting the Club \$500 for white paint on the ground which would only last three to four weeks and would have preferred to have funded equipment or something longer lasting. He acknowledged the Club had received funding from the Board previously for new uniforms and footballs which was something that would last a while.

N Mealings noted on page 37 of the agenda the letter stated the funding requested was predominantly for Pearson Park rather than the existing single pitch at Cust domain. The cost to maintain the Cust pitch was around \$120 of the \$1,728 cost of the paint budgeted by the Club. The reduced amount requested was purely for Pearson Park and would be \$931. She presumed that was an annual cost.

Moved: N Mealings

Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

- (a) **Approves** a grant of \$500 to the Oxford Football Club to purchase field marking paint to maintain the Junior and Senior pitches at Pearson Park.

CARRIED

P Merrifield against.

N Mealings commented that the Club had delineated what amounts were for which pitches annually. The reduced grant would give the opportunity for other community organisations to apply for funding.

7. REPORTS

7.1. Application to the Board's Discretionary Grant Fund 2024/25 – K Rabe (Governance Advisor)

K Rabe spoke to the report noting the North Canterbury Inclusive Sports Festival held their inaugural event in 2023 which had proved to be very successful. She explained only a portion of what the Board had granted to them in 2023 had been used. The Committee were looking to hold another festival in 2024 and had been to all Community Boards for funding. Most had agreed to fund them, however, had suggested that in 2025 they looked at other funding sources.

T Fulton noted that other Boards had suggested that they looked for other funding in future. He asked if Boards had the ability to determine where groups sourced funding. K Rabe noted that it was not included in the motion but in the letter, she sent advising of their successful funding application.

N Mealings noted the report stated that the application did not comply with the criteria. However, in paragraph 6.1.3 it noted the application criteria specified that grants were customarily limited to \$750 per application with a maximum of \$1,000 in a financial year. She did not see how the application did not comply as they had only applied twice over two years. K Rabe explained that last year they had not specified what the funding was for

noting it was for hosting the event. As this was looking like becoming an annual event the criteria noted that groups could not send in repeat applications indefinitely, groups were encouraged to look at other options for funding.

Moved: T Robson Seconded: R Harpur

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 240823142292.
- (b) **Approves** a grant of \$150 to North Canterbury Inclusive Sports Festival to host the Inclusive Sports Festival at the MainPower Stadium on 4 October 2024.

CARRIED

T Robson commented it was around 10% of what they were asking for in total and around 15% of residents would benefit in the Board's area.

K Rabe noted that the Oxford Taekwondo Club had mentioned they would be assisting with buying the safety equipment. There was a question that if the Club was only assisting purchasing the equipment who would the equipment then belong to. The Club had advised that it would retain the safety gear to be used during training in future years.

P Merrifield asked if the Club did not already have training gear. K Rabe noted that there was a previous allocation from the Board for training/safety gear. She commented that the gear got old and needed to be replaced.

Moved: T Robson Seconded: R Harpur

THAT the Oxford-Ohoka Community Board:

- (c) **Approves** a grant of \$230 to Oxford Alpine Taekwondo for the purchase of safety gear for members attending the Blenheim Olympic Tournament on 21 October 2024.

LAPSED

Moved: T Fulton Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (d) **Approves** a grant of \$250 to Oxford Alpine Taekwondo for the purchase of safety gear for members attending the Blenheim Olympic Tournament on 21 October 2024.

CARRIED

7.2. Summary of Discretionary Grant Accountability 1 July 2023 to 30 June 2024 – K Rabe (Governance Advisor)

K Rabe spoke to the report noting it provided details on how the Board's funding had been spent in the previous financial year.

Moved: T Robson Seconded: S Barkle

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 240822141500.
- (b) **Notes** that of the \$6,159 allocated to the Board for the 2023/24 financial year, \$5,662 was distributed for events and projects within the community.
- (c) **Notes** that the remaining \$497 was returned to the Council as unspent.
- (d) **Circulates** a copy of this report to all other Community Boards for information.

CARRIED

7.3. **2025 Oxford-Ohoka Community Board's Meeting Schedule – K Rabe (Governance Advisor)**

K Rabe spoke to the report noting it was the annual report that set out the Boards meetings for the following year.

Moved: T Robson Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 240828144956.
- (b) **Resolves** that Board meetings scheduled on Wednesday 6 November and 4 December 2024 commence at 6.30pm.
- (c) **Resolves** to hold Community Board meetings on the first Wednesday, following the Council meeting on the following dates and locations, commencing at 6.30pm, to be reviewed in March 2025:

5 February 2025 (Wednesday)	West Eyreton Hall
5 March 2025 (Wednesday)	Oxford Town Hall
2 April 2025 (Wednesday)	Ohoka Community Hall
7 May 2025 (Wednesday)	Ohoka Community Hall
4 June 2025 (Wednesday)	Oxford Town Hall
2 July 2025 (Wednesday)	Oxford Town Hall
6 August 2025 (Wednesday)	Oxford Town Hall
3 September 2025 (Wednesday)	Ohoka Community Hall

CARRIED

The meeting adjourned from 7:32pm to 7:58pm for a workshop on the Animal Control Bylaw

8. **CORRESPONDENCE**

8.1. **Letter to Lees Valley House Holders**

K Rabe noted that she had been emailed them however she had not received any response.

Moved: T Robson Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the letter to Lees Valley Householders (Trim 240911155184).

CARRIED

9. **CHAIRPERSON'S REPORT**

9.1. **Chairperson's Report for September 2024**

- Youth Council meeting – it was good to get an insight into their meetings. She hoped the Board could host the Youth Council representatives to one of its meetings.
- Attended Ohoka Mandeville Drainage Advisory Group Meeting – there was discussion regarding the Mandeville Resurgence.
- Woodstock Quarries Update.

- Local Government New Zealand Community Board conference update.

Moved: P Merrifield

Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the report from the Oxford-Ohoka Community Board Chairperson (Trim 240924163692).

CARRIED

10. **MATTERS FOR INFORMATION**

- 10.1. Woodend-Sefton Community Board Meeting Minutes 9 September 2024.
- 10.2. Rangiora-Ashley Community Board Meeting Minutes 11 September 2024.
- 10.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 16 September 2024.
- 10.4. Submission on the Draft Setting of Speed Limits Rule 2024 – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 10.5. Submission on Making it Easier to Build Granny Flats – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 10.6. Subdivision Contribution Programme for 2024/25 and Approval of Ellis Road Seal Extension – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 10.7. Environment Canterbury Representation Review – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 10.8. Review of the Briefing and Workshop Policy – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 10.9. Health, Safety and Wellbeing Report August 2024 – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 10.10. Annual Report on Dog Control 2023/24 – Report to District Planning and Regulation Committee 17 September 2024 – Circulates to all Boards.
- 10.11. Annual Report to the Alcohol Regulatory and Licensing Authority 2023/24 – Report to District Planning and Regulation Committee 17 September 2024 – Circulates to all Boards.
- 10.12. Libraries Update to 5 September 2024 – Report to Community and Recreation Committee 17 September 2024 – Circulates to all Boards.
- 10.13. Aquatics September 2024 Report – Report to Community and Recreation Committee 17 September 2024 – Circulates to all Boards.

Moved: M Wilson

Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 to 10.13.

CARRIED

11. **MEMBERS' INFORMATION EXCHANGE**

T Robson

- Had a Zoom meeting with Andrew Schulte to discuss the Woodstock Quarry.
- Oxford Promotions Association Meeting.
- Oxford Community Trust Meeting – the event that the Board had funded had been cancelled and the funding retained by the Board.
- Ashley Gorge Advisory Group Meeting – they would be holding an opening of the track on Wednesday 6 November. Jeanette Wells, a long standing member of the Group was resigning.

- Met with some property owners on Bay Road to discuss their concerns around the District Plan process.

T Fulton

- Building was about to begin on the gym extension. They had valued Council's support of a \$200,000 loan.
- Attended Swannanoa School Pet Day.
- Council approved the closure of stockwater race R3A and R3A-7.
- Noted the Mandeville Supermarket resource consent application.
- He was one of the Councillors going on a self-funded trip to Belgium in November.
- There was consideration at Council for what could be done on the Ashley Rakahuri River regarding bird life protection.

M Brown

- Flood work on Washington Place in West Eyreton was now complete. They had salvaged three pieces of railway line from the original West Eyreton Railway line which would be incorporated into the Oaks Reserve information board.
- Oxford Promotions Action Committee Meeting regarding the strategic direction. Good discussion around the future direction.

R Harpur

- Waimakariri Access Group Meeting.
 - Issues with public transport discussed. An Environment Canterbury staff member was there discussing the bus services. Discussion around whether pets were allowed on buses. There would be a 'have a go' day where buses would be free to encourage people to use the bus system.
 - The Ocean Access Advocacy Group discussed the matting project at Waikuku Beach.
 - The inclusive sports festival would be held on Friday 4 October 2024.
- Mandeville Sports Club. New bar and bistro opened on Thursday 3 October. Gravel on the new track was progressing well.
- Mandeville Sports Club Annual General Meeting. The president retired and a new Board member was announced.
- Attended Ohoka Mandeville Rural Drainage Advisory Group Meeting – Mandeville resurgence discussed.
- Local Government New Zealand Community Boards Conference Report.

P Merrifield

- Attended GreyPower meeting.
- Attended Oxford Museum Committee Meeting,
- Attended Oxford Museum Working Bee.

M Wilson

- Welcoming Communities Steering Group Meeting – Information sharing, connecting with Mana Whenua, rural perspective, current challenges and opportunities.
- Rangiora High School Showcase – Great evening showcasing talented students. A wide variety of art on display. There was a desire to strengthen the arts and build a performing arts space.
- Youth Council Meeting – Youth shared the projects they had worked on. Environmental, Op Shop, Beach, River Clean-up, Dudley Park, making submissions. Creative Communities and more. A dedicated group of young people.

N Mealings

- Property Portfolio Working Group Meeting.
- Council Workshop.
- Met with Waimakariri Youth Councillor.

- Proposed District Plan Hearing Stream 7A – Aside from Hearing Stream 12D needing to be reconvened post expert conferencing. This was the last hearing stream before overall deliberations got underway.
- Mandeville Sports Club Clubs Meeting – New caterer started 3 October. Summer sports were getting underway.
- Mandeville Sports Club Board Meeting – Constitution update progressing. Rugby had proposed a reduced Junior touch season, but in response to community feedback had restored it to its original length, with options for Junior teams to choose from shorter or full length format seasons.
- Mandeville Sports Club meeting with Chair and Council staff – catchup to discuss operational and administration issues.
- Ohoka Reserves site visit with Council staff – Met with M Kwan and B Dollery and went through the Ohoka Bush, Whites Road Reserve and Ohoka Stream walkway to view the natural values present and project potential. Currently Ohoka Bush did not have a reserve Management Plan.
- Community Wellbeing North Canterbury Board Meeting – Tom's Chop Shop 'Cut-a-thon' had raised \$8,300 for Community Wellbeing North Canterbury's mental health programmes during Mental Health Awareness Week.
- Council Briefing.
- Proposed District Plan Hearing Stream 7a preliminary questions zoom.
- Community Emergency Hub meeting – Met with Civil Defence staff and Ohoka School Principal to discuss planning a community launch for a Community Emergency Hub in Ohoka. Proposed for February 2025 for maximum reach.
- Mandeville Sports Centre Annual General Meeting – A Prattley had stepped down from the board after serving for 10 years, with six as chair. Her contribution to the community was hugely appreciated. Dayle Sutherland officially took over the reins as chair.
- Waimakariri Youth Council Meeting – Elected members meet and greet session with Youth Councillors. Ruby Wilson handed Creative Communities role to two Waimakariri Youth Councillors. Inclusive Sports Festival held 4 October at Mainpower Stadium. Waimakariri Youth Council were putting submission in on Regional Public Transport Plan and Smokefree Environments and Regulated Products (vaping) Bill. Recent Cleanup event on the Ashley River saw 65 people turn up and 580kgs of rubbish removed from the riverbank during Clean Up New Zealand Week.
- Combined meeting of Biosecurity Advisory Groups – Meeting with all four Canterbury Biosecurity Advisory Groups together in Rolleston to discuss challenges, opportunities and program updates.
- Ohoka Mandeville Rural Drainage Advisory Group – Good turnout of staff and new drainage advisor appointed to the group. Discussed proposed Mandeville Resurgence work and other proposed drainage upgrades.
- Christchurch City Council's Coastal Hazards Working Group Meeting – she was an appointed observer to the Committee through the Greater Christchurch Partnership.
- Greenspace Vision Workshop.
- Huria Mahinga Kai and Historic Heritage Reserve Planting Day – Took part in a planting day in Kaiapoi. Fantastic turnout and lots achieved.
- Arohatia Te Awa Working Group Meeting.
- Hosted a meeting for the Waimakariri Lifestyle Block Group at the Ohoka Hall on 12 September 2024 with Richard Chambers from Pest Free Waimakariri as the speaker, talking about pest trapping. After the meeting, people were able to go home with a hard copy trapping guide. The focus was primarily on rats, possums and mustelids (weasels, ferrets and stoats). Richard had offered support for anyone needing further help by messaging him on his Pest Free Waimakariri Facebook page.

12. **CONSULTATION PROJECTS**

12.1. **Road Sealing – Riverside Road and Inglis Road**

<https://letstalk.waimakariri.govt.nz/road-sealing-riverside-road-inglis-road>

Consultation closes Tuesday 1 October 2024.

12.2. **Fencing Moorcroft Reserve**

<https://letstalk.waimakariri.govt.nz/fencing-moorcroft-reserve>

Consultation closes Sunday 6 October 2024.

12.3. **Solutions to Waste**

<https://letstalk.waimakariri.govt.nz/waste-matters>

Consultation closes Friday 29 November 2024.

The Board noted the consultation projects.

13. **BOARD FUNDING UPDATE**

13.1. **Board Discretionary Grant**

Balance as at 30 September 2024: \$3,932.

13.2. **General Landscaping Fund**

Balance as at 30 September 2024: \$28,010.

The Board noted the funding update.

14. **MEDIA ITEMS**

- Washington Place flood works.
- Solutions to Waste Consultation.
- Woodstock Quarries.

15. **QUESTIONS UNDER STANDING ORDERS**

Nil.

16. **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Thursday 7 November 2024 at the West Eyreton Hall.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 9:18PM.

CONFIRMED

Chairperson

Date

Workshop (7:32pm to 7:58pm)

- *Animal Control Bylaw – Nadeesha Thenuwara (Policy Analyst) and Billy Charlton (Environmental Services Manager)*
- *Members Forum*

MINUTES OF THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON WEDNESDAY, 9 OCTOBER 2024, AT 7 PM.

PRESENT

J Gerard (Chairperson), K Barnett, I Campbell, J Goldsworthy L McClure, J Ward and P Williams.

IN ATTENDANCE

S Hart (General Manager Strategy, Engagement and Economic Development), T Kunkel (Governance Team Leader), S Clark (Team Leader Environmental Compliance), N Thenuwara-Acharige (Policy Analyst), H Downie (Strategy and Centres Team Leader) and E Stubbs (Governance Support Officer).

One member of the public was present.

1. APOLOGIES

Moved: J Gerard

Seconded: P Williams

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** and sustains apologies for leave of absence from R Brine, M Clarke, M Fleming, B McLaren and S Wilkinson.

CARRIED

2. CONFLICTS OF INTEREST

No conflicts of interest were declared.

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Rangiora-Ashley Community Board – 11 September 2024

Moved: P Williams

Seconded: I Campbell

THAT the Rangiora-Ashley Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Rangiora-Ashley Community Board meeting held on 11 September 2024.

CARRIED

3.2. Matters Arising (From Minutes)

There were no matters arising.

3.3. Notes of the Rangiora-Ashley Community Board Workshop – 11 September 2024

Moved: K Barnett

Seconded: J Ward

THAT the Rangiora-Ashley Community Board:

- (a) **Receives**, the circulated Notes of the Rangiora-Ashley Community Board workshop, held on 11 September 2024.

CARRIED

4. **DEPUTATIONS AND PRESENTATIONS**

Nil.

5. **ADJOURNED BUSINESS**

Nil.

6. **REPORTS**

6.1. **2025 Rangiora-Ashley Community Board's Meeting Schedule – T Kunkel (Governance Team Leader)**

T Kunkel briefly introduced the report, which confirmed the meeting schedule for 2025. She noted that the last Board meeting would be held on 10 September 2025; however, the last day of official duties for elected members would be Friday, 10 October 2024. The 2025 Local Government Elections would be held 11 October 2025.

Moved: K Barnett

Seconded: L McClure

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240906152340.
- (b) **Resolves** to hold Community Board meetings in the Council Chambers, Rangiora Service Centre, commencing on Wednesdays at 7.00pm, on the following dates:
 - 12 February 2025
 - 12 March 2025
 - 9 April 2025
 - 14 May 2025
 - 11 June 2025
 - 9 July 2025
 - 13 August 2025
 - 10 September 2025

CARRIED

6.2. **Summary of Discretionary Grant Accountability 1 July 2023 to 30 June 2024 – T Kunkel (Governance Team Leader)**

T Kunkel spoke to the report, noting that the Board considered 28 applications during the 2023/24 financial year, of which 25 were approved and three declined. Staff had some concerns regarding the number of outstanding Accountability Forms and suggested that firmer guidelines could be considered when revisiting grant criteria for the 2025/26 financial year.

The Board agreed that stricter guidelines should be considered to ensure accountability of public funding.

K Barnett commented that some projects undertaken by community groups may require long-term fundraising, and it may, therefore, be a while before they could provide Accountability Forms. T Kunkel noted that this would be taken into consideration, and groups may be requested to provide an update on long-term projects.

J Gerard noted the correspondence received from the North Canterbury Pony Club thanking the Board for supporting the Springston Trophy, held in Rangiora from 4 to 6 October 2024. The event hosted at the Rangiora Showground was well attended and successful.

Moved: I Campbell

Seconded: J Gerard

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 240826143031.
- (b) **Notes** that of the \$18,726 allocated to the Board for the 2023/24 financial year, \$15,869 was distributed for events and projects within the community.
- (c) **Notes** that the remaining \$2,857 was returned to the Council unspent.
- (d) **Circulates** a copy of this report to all other Community Boards for information.

CARRIED

J Gerard commented that the Board was responsible for distributing public funds and, therefore, needed assurance that organisations and groups were held accountable.

7. CORRESPONDENCE

Nil.

8. CHAIRPERSON'S REPORT

8.1. Chair's Diary for September 2024

Moved: J Gerard

Seconded: K Barnet

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 241003170395.

CARRIED

9. MATTERS FOR INFORMATION

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 4 September 2024.
- 9.2. Woodend-Sefton Community Board Meeting Minutes 9 September 2024.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 16 September 2024.
- 9.4. Submission on the Draft Setting of Speed Limits Rule 2024 – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 9.5. Submission on Making it Easier to Build Granny Flats – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 9.6. Request Approval to Undertake a Special Consultative Procedure for Riverside Road and Inglis Road Deal Extension and Targeted Rate – Report to Council Meeting 3 September 2024 – Circulates to the Rangiora-Ashley Community Board.
- 9.7. Subdivision Contribution Programme for 2024/25 and Approval of Ellis Road Seal Extension – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 9.8. Environment Canterbury Representation Review – Report to Council Meeting 3 September 2024 – Circulates to all Boards.

- 9.9. Review of the Briefing and Workshop Policy – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 9.10. Health, Safety and Wellbeing Report August 2024 – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 9.11. Annual Report on Dog Control 2023/24 – Report to District Planning and Regulation Committee 17 September 2024 – Circulates to all Boards.
- 9.12. Annual Report to the Alcohol Regulatory and Licensing Authority 2023/24 – Report to District Planning and Regulation Committee 17 September 2024 – Circulates to all Boards.
- 9.13. Libraries Update to 5 September 2024 – Report to Community and Recreation Committee 17 September 2024 – Circulates to all Boards.
- 9.14. Aquatics September 2024 Report – Report to Community and Recreation Committee 17 September 2024 – Circulates to all Boards.

Moved: L McClure

Seconded: J Goldsworthy

THAT the Rangiora-Ashley Community Board:

- (a) Receives the information in Items.9.1 to 9.14.

CARRIED

10. MEMBERS' INFORMATION EXCHANGE

J Goldsworthy

- Attended the Emergency Management Conference - There seemed to be two to three definitions of 'natural hazard', which complicated the understanding of emergency situations. There were dire consequences related to the inability to secure insurance for properties and infrastructure located in areas considered to be natural hazard zones.

L McClure

- Attended the Market in the Park held on 6 October 2024.
- Attended Health Advisory Group meeting.
 - Interviews for an independent Chairperson were scheduled for next week.
 - Emphasis on empowering people to solve minor health issues themselves rather than accessing the Emergency Department or doctors.
 - 'Man-up' Workshop with engaging speakers to be held at the MainPower Stadium on 23 October.
 - Scenario planning for AF8 was underway.
 - People should be encouraged to use Healthline, which was based in New Zealand, for remote assistance, rather than the Telehub app, which was offshore.
 - Consideration was being given to how to assist four to five-year-olds now starting school with difficult behaviours.

J Ward

- Advised she would be chairing the Utilities and Roothing Committee from November 2024.
- Attended:
 - Promotion Association meetings – Associations were looking at priorities with reduced funding.
 - Annual Plan meetings to consider next year's budget and focus.
 - Airfield Advisory Group Meeting
 - Parking Strategy meeting.

- Bernie Power Tea to acknowledge his commitment to the Waimakariri community.
- Citizenship ceremony.

K Barnett

- Attended:
 - Rangiora Promotions Harry Potter Quiz.
 - Big Brother Big Sister road show, which showcased a number of talented performers.
 - Woodend Spring Flower Show.
 - Last Wednesday Club networking event for local businesses.
- Assisted with the Board's submission of the Whiterock Landfill application.

I Campbell

- Assisted with the Board's submission of the Whiterock Landfill application.
- Had been approached with a request to install a seat for Florence West in the Loburn Domain and had referred the matter to the Council's Greenspace Team.
- Attended:
 - Springston Trophy event.
 - Loburn War Memorial to view progress.

P Williams

- Attended:
 - Town Centre Parking Management meeting.
 - Four Drainage Advisory Group meetings.
 - Property Portfolio group meeting.
 - Workshop on Solar Farms presented by a consultant.
 - Meeting regarding the quality of waterways. There was some dispute about whether the poor condition of the Cam River was due to the effect of ECan spray or saltwater intrusion. A further meeting was to be held.

11. CONSULTATION PROJECTS

11.1. Fencing Moorcroft Reserve

<https://letstalk.waimakariri.govt.nz/fencing-moorcroft-reserve>

The consultation closed on Sunday, 6 October 2024.

11.2. Solutions to Waste

<https://letstalk.waimakariri.govt.nz/waste-matters>

11.3. Welcoming Communities

<https://letstalk.waimakariri.govt.nz/welcoming-communities>

The Board noted the Consultation Projects.

12. BOARD FUNDING UPDATE**12.1. Board Discretionary Grant**

Balance as at 30 September 2024: \$11,535.

12.2. General Landscaping Fund

Balance as at 30 September 2024: \$28,646.

The Board noted the Board Funding updates.

13. MEDIA ITEMS

Nil

14. QUESTIONS UNDER STANDING ORDERS

Nil

15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil

NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board was scheduled for 7pm, Wednesday, 13 November 2024.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 7.23PM.

CONFIRMED

Chairperson

Date

MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND, ON MONDAY, 14 OCTOBER 2024, AT 5.30PM.

PRESENT

S Powell (Chairperson), M Paterson (Deputy Chairperson), B Cairns, I Fong, R Mather and P Redmond.

IN ATTENDANCE

K LaValley (General Manager Planning, Regulation and Environment), J McBride (Roading and Transport Manager), P Daly (Road Safety Coordinator/Journey Planner), B Charlton (Environmental Services Manager), N Thenuwara (Policy Analyst), K Rabe (Governance Advisor) and A Connor (Governance Support Officer).

1 APOLOGIES

Moved: S Powell

Seconded: M Paterson

THAT an apology for be accepted from A Thompson and an apology for early departure be accepted from B Cairns who left at 6.15pm.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3 CONFIRMATION MINUTES

3.1 Minutes of the Woodend-Sefton Community Board Meeting – 9 September 2024

Moved: I Fong

Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

- (a) **Confirms** the Minutes of the Woodend-Sefton Community Board Meeting held on 9 September 2024.

CARRIED

3.2 Matters Arising

There were no matters arising.

4 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY

Nil.

5 ADJOURNED BUSINESS

Nil.

6 **REPORTS**

6.1 **Bob Robertson Drive Proposed Bus Stop Facility – P Daly (Road Safety Coordinator/Journey Planner) and J McBride (Roading and Transport Manager)**

P Daly spoke to the report and informed the Board the proposed change was to mitigate the risk of pedestrians having to cross the motorway at Pegasus roundabout in order to either catch the bus or return home on disembarking.

R Mather questioned if a seat would be installed at the bus stop. J McBride stated there would not be a seat installed as the Woodend Bypass could affect the bus service and/ or routes, however it could be looked at in the future. R Mather also asked if there would be any remedial work done to the adjacent berm which had been damaged due to heavy vehicles parking there to enable their drivers to buy food at McDonalds. J McBride confirmed the berm would be tidied as part of the bus stop installation work.

P Redmond sought clarity on when the bus stop would be completed. P Daly noted it was dependent on several factors. Environment Canterbury would not change their bus route unless a bus stop was in place however the Council was reluctant to install the bus stop if there was no confirmation from Environment Canterbury that the bus route would be changed. J McBride noted staff would come back to the Board with an update on the timeframe.

Following a question from S Powell, J McBride stated she had been in discussion with Environment Canterbury regarding a review of the entire bus service however due to reduced funding from the NZTA's National Long Term Plan (NLTP) for public transport further work would have to be completed.

Moved: R Mather

Seconded: P Redmond

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 240813134940.

AND

THAT the Woodend-Sefton Community Board recommends:

THAT the Utilities and Roading Committee:

- (b) **Approves** the installation of a bus stop facility on Bob Robertson Drive between SH1 and Garlick Street, as per Figure 4 in the report.
- (c) **Notes** that the cost of installation is estimated to be \$5,800, to be funded from the minor safety budget.
- (d) **Notes** that staff will continue to work with NZTA and Environment Canterbury on consideration for future bus services and supporting infrastructure.

CARRIED

R Mather stated this was a small but significant step towards making the Pegasus roundabout a safer place for pedestrians.

P Redmond concurred with R Mather's comments and believed that the proposed bus stop was an excellent first step.

S Powell was extremely supportive of the work and thanked staff for their work on progressing safety improvements for Woodend.

6.2 **Summary of Discretionary Grant Accountability 1 July 2023 to 30 June 2024 – K Rabe (Governance Advisor)**

K Rabe stated this was a yearly report to inform the Board of how their funds were spent throughout the financial year. She noted the process for following up on receipt of the accountability forms had been changed which had proved to be successful as the majority of the forms had been returned as requested.

B Cairns questioned if the photos within the report were received with the accountability forms. K Rabe confirmed they were. She noted the Oxford-Ohoka Community Board posted the photos on their Facebook page as they were received as a way to promote the fund and the community groups who received them.

Moved: I Fong Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 240823142327.
- (b) **Notes** that of the \$7,610 allocated to the Board for the 2023/24 financial year, \$7,229 was distributed for events and projects within the community.
- (c) **Notes** that the remaining \$381 was unspent.
- (d) **Circulates** a copy of this report to all other Community Boards for information.

CARRIED

I Fong was pleased the majority of the funds had been spent as there had been no carryover of unspent funds to the current financial year.

B Cairns enjoyed the vibrancy of the report with the photos which proved the money was spent on valuable projects within the community.

6.3 **2025 Woodend-Sefton Community Board's Meeting Schedule – K Rabe (Governance Advisor)**

K Rabe noted the February and April meetings would be held on a Tuesday due to the venues being unavailable on a Monday nights.

P Redmond noted he would only be available virtually on 11 February and questioned if the Sefton Hall had the technology to allow for that. B Cairns also noted he would be unable to attend the February meeting. K Rabe noted the Seton Hall did not have the ability to allow for virtual meetings. K Rabe agreed to investigate the ability to provide the ability for virtual attendance for members.

Moved: M Paterson Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 240906152165.
- (b) **Resolves** to hold Community Board meetings, the following dates and locations, commencing at 5.30pm on the second Mondays of the month:

11 February 2025 (Tuesday)	Sefton Public Hall
10 March 2025	Woodend Community Centre
15 April 2025 (Tuesday)	Waikuku Beach Community Hall
12 May 2025	Woodend Community Centre
9 June 2025	Woodend Community Centre
14 July 2025	Woodend Community Centre
11 August 2025	Woodend Community Centre

8 September 2025

Woodend Community Centre

CARRIED**7 CORRESPONDENCE**

Nil.

8 CHAIRPERSON'S REPORT**8.1 Chairpersons Report for September 2024**

Met with Council staff and James Ensor to look at dates for Surf Life Saving coverage at Pegasus Beach and had identified the time between 28 December 2024 to 26 January 2025 as the optimum period.

There had been concerns regarding late night door knocking/kicking raised at the Ravenswood Community Cuppa. The Community Sargent present was unaware of this happening and therefore people would be encouraged to report any further occurrences.

The North Canterbury Inclusive Sports Festival, which had again been a resounding success, had been nominated for Sports Event of the Year at the Mainpower Sports Awards.

Moved: S Powell

Seconded: I Fong

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (Trim: 241007171979).

CARRIED**9 MATTERS FOR INFORMATION**

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 4 September 2024.
- 9.2. Rangiora-Ashley Community Board Meeting Minutes 11 September 2024.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 16 September 2024.
- 9.4. Submission on the Draft Setting of Speed Limits Rule 2024 – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 9.5. Submission on Making it Easier to Build Granny Flats – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 9.6. Subdivision Contribution Programme for 2024/25 and Approval of Ellis Road Seal Extension – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 9.7. Environment Canterbury Representation Review – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 9.8. Review of the Briefing and Workshop Policy – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 9.9. Health, Safety and Wellbeing Report August 2024 – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 9.10. Annual Report on Dog Control 2023/24 – Report to District Planning and Regulation Committee 17 September 2024 – Circulates to all Boards.
- 9.11. Annual Report to the Alcohol Regulatory and Licensing Authority 2023/24 – Report to District Planning and Regulation Committee 17 September 2024 – Circulates to all Boards.
- 9.12. Libraries Update to 5 September 2024 – Report to Community and Recreation Committee 17 September 2024 – Circulates to all Boards.

9.13. Aquatics September 2024 Report – Report to Community and Recreation Committee 17 September 2024 – Circulates to all Boards.

Moved: R Mather

Seconded: C Bairns

THAT the Woodend-Sefton Community Board:

(a) **Receives** the information in Items 9.1 to 9.13.

CARRIED

10 **MEMBERS' INFORMATION EXCHANGE**

B Cairns

- Attended the Woodend School Fair – well organised and well attended.
- Parking Enquiry by Design – reviewed Kaiapoi and Rangiora parking. The need for change was in Rangiora at this stage.
- Attended Youth Council meeting – wonderful group of young people, who spoke about what they had achieved with their river clean ups.
- Attended Food Secure North Canterbury Meeting – lower volume of food coming from supermarkets, however supplies would be supplemented from the likes of Oxford Lions and Woodend Lions would also be helping.
- North Canterbury Neighbourhood Support – database provider was doing a large upgrade which would be of benefit to users.
- Darnley Club Annual General Meeting – a wonderful group dedicated to caring for the elderly daily.
- Attended the Kaiapoi Garden Club – had recently planted Ash Trees in front of Kaiapoi Fire Brigade.
- Attended Waimakariri Access Group Meeting – would be making a submission on Environment Canterbury Public Transport Plan. Were hoping to have Aspire attend an upcoming meeting with gadgets to make daily life easier for those with disabilities.
- Attended and donated a number of trees for the residents of Silverstream to plant along the river.
- Attended Down by the Rivers latest event which combined art and music at Eyreton Hall.
- Attended Rangiora Museum Meeting – Council was to employ a consultant that could help with storage.
- Attended Waiora Links event where Liz from Death Café spoke.
- Attended Big Brother Big Sisters fundraising event – was wonderfully run and made certain that everyone who attended donated.
- Attended an Enterprise North Canterbury and Ministry of Social Development (MSD) hosted event regarding employment. MSD was promoted as a vulnerable resource when it came to assisting employers and employees to connect and provide funding.
- Attended Springston Trophy – huge event with riders and supporters from all over the South Island. Was a great event for the district.
- Attended Community Networking meeting – Woodend looked like it would get a satellite doctors surgery. There were still emerging issues with people accessing health care and a lack of doctors. Higher levels of training for some nurses would fill the gaps.
- Budgeting services were under pressure with people coming to them with rent arrears, mortgage arrears and a number suffering under pressure from secondary loan providers.
- Citizens Advice Bureau had provided advice about legal and Government 119 times. Consumer related 666 times and family related 41 times in the last month.
- Oranga Tamariki had nationally lost 600 staff, locally they housed children from seven to 18 years. they were always looking for carers.

- Attended Repurpose Pals workshop – was a new business wanting to reduce waste to landfill.
- Attended North Canterbury Inclusive Sports Festival helping to take photos.
- Attended Batter Women's Trust fundraising event with his wife – the police in Canterbury received on average 37 calls per day from women needing to leave their homes.

R Mather

- Attended Cuppa in the Communi-tea – morning tea for residents of Woodend/Ravenswood, Pegasus and Waikuku with a guest speaker from the library. A good update was given by S Powell.
- Attended Greypower monthly meeting.
- Welcoming Communities – focus group facilitated by the Council's Community Team with contribution and discussion from a variety of community organisations and elected members.
- Waimakariri Access Group – monthly meeting with an Environment Canterbury staff member present to discuss the Regional Public Transport Plan which was currently out for consultation.
- Ronel's Community Cuppa – guest speaker was Mark Glanville from John Rhind Funeral Services.
- Woodend School Fair – very well attended and well run. A lovely day and it was great to see a local event so well supported.

M Paterson

- Attended the Woodend School Fair – was very well attended and was a great event that brought the entire community together.
- Met with the Stalker Family regarding the information board for Owen Stalker Park. They only had minor changes to what was proposed.
- New date for the Woodend Community Association Annual General Meeting - would now be held on 21 October 2024.

P Redmond

- The Northern Pegasus Bay Bylaw was adopted, and feedback received had been positive.
- The Ravenswood to Woodend path had been re-prioritised by Council and would be looked at through the Annual Plan process.
- Chief Executive review – Chaired by Stewart Mitchell.
- Water Zone Committee – received deputations regarding chlorination.
- Property Portfolio Working Group.
- Hom. Mark Mitchel, Minister of Police question and answer session.
- Speed Management Plans – new direction from Government received.
- Rooding Portfolio Update.
- Coldstream Tennis Club official opening. Had ten courts. President was Lawrence Smith.
- Parking Enquiry by Design – stakeholders present at MainPower Stadium.
- Rangiora Pottery Group Exhibition opening – Art on the Quay, was very well attended.
- Council Social Club at Winnie Bagoes.
- District Licensing Committee Hearing for Rangiora RSA special license.
- LGNZ Zoom – New Zealand Security Intelligence Service, awareness needed.
- Youth Council Meeting – excellent meeting with amazing young people.
- Morning tea for Bernie Power – recognition of service (Kings Service Medal).
- Adrienne Smiths Farewell – was very well attended by staff, she would be missed with over 21 years at the Council.
- Huria Mahinga Kai Planting Day.

I Fong

- Woodend School Fair – excellent attendance from the community.
- Sefton Hall Committee – main discussion included the new hall gas heating the changing rooms showers currently only cold water in the changing room and public toilet hand basins. How did other Council sports changing rooms heat their water for showers was raised.
- Waikuku Beach Residents Function – event was well attended. There was some mention of transport options however was more of a community catch up.

LGNZ Community Board Conference Report

The LGNZ Community Board conference report was received.

11 CONSULTATION PROJECTS**11.1 Fencing Moorcroft Reserve**

<https://letstalk.waimakariri.govt.nz/fencing-moorcroft-reserve>

Consultation closes Sunday 6 October 2024.

11.2 Solutions to Waste

<https://letstalk.waimakariri.govt.nz/waste-matters>

11.3 Welcoming Communities

<https://letstalk.waimakariri.govt.nz/welcoming-communities>

The Chair noted that currently Environment Canterbury were consulting on the Regional Public Transport Plan 2025-35 and encouraged members to submit.

12 BOARD FUNDING UPDATE**12.1 Board Discretionary Grant**

Balance as at 30 September 2024: \$3,925.

12.2 General Landscaping Budget

Balance as at 30 September 2024: \$14,326.

It was noted that no workshop had been held to consider allocation of this year's Landscape budget and K Rabe noted that staff would be at the November 2024 meeting to discuss this with members.

13 MEDIA ITEMS**14 QUESTIONS UNDER STANDING ORDERS**

Nil.

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Monday 11 November 2024 at the Woodend Community Centre, School Road, Woodend.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 6.16PM.

CONFIRMED

Chairperson

Date

Workshop – (6.17pm to 6.39pm)

- *Animal Control Bylaw – Nadeesha Thenuwara (Policy Analyst) and Billy Charlton (Environmental Services Manager) – 15 minutes*
- *Members Forum*

The Board agreed to hold its end of year function on Thursday 23 January 2025 at the Sunshine Café and Moonlight Bar in Pegasus.