

**MINUTES OF A MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON TUESDAY 2 APRIL 2024 WHICH COMMENCED AT 1PM.**

**PRESENT**

Mayor D Gordon (Chairperson) (until 4pm), Deputy Mayor N Atkinson (Chair from 4pm), Councillors, R Brine, B Cairns, T Fulton, J Goldsworthy, N Mealings, P Redmond, P Williams and J Ward.

**IN ATTENDANCE**

J Millward (Chief Executive), C Brown (General Manager Community and Recreation), G Cleary (General Manager Utilities and Roading), R Hawthorne (Property Manager), C Fahey (Water and Wastewater Asset Manager), J Recker (Stormwater and Waterways Manager), D Young, (Senior Engineering Advisor), M McGregor (Senior Advisor Community and Recreation), K Waghorn (Solid Waste Asset Manager), V Thompson (Senior Advisor Business and Centres), G Steele (Property Acquisitions and Disposals Manager), A Childs (Property Acquisitions and Disposals Officer), K Grinlinton (Graduate Engineer), A Chauhan (Water Operations Team Leader), T Doornkamp (Graduate Engineer), T Kunkel (Governance Team Leader), A Smith (Governance Coordinator).

**1. APOLOGIES**

Moved: Mayor Gordon

Seconded: Councillor Mealings

**THAT** an apology for absence be received and sustained from Councillor A Blackie and Mayor Gordon for early departure from the meeting at 4pm.

**CARRIED**

**2. CONFLICTS OF INTEREST**

There were no conflicts of interest recorded.

**3. ACKNOWLEDGEMENTS**

Mayor Gordon acknowledged the recent passing of Oxford resident Shona Kidd. Mayor Gordon had attended the funeral for Shona who was an identity in the township having had involvement in a range of issues. The most widely known was her successful campaign to retain the fire siren in Oxford, and for which she gained national recognition. Mayor Gordon also acknowledged the contribution to the community of Shona's husband Robby. Given Shona's contribution to the Oxford community, Mayor Gordon and Councillors stood to observe a moments silence.

**4. CONFIRMATION OF MINUTES**

**4.1 Minutes of a meeting of the Waimakariri District Council held on 30 and 31 January 2024**

Moved: Councillor Cairns

Seconded: Councillor Redmond

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of the meeting of the Waimakariri District Council meeting held on Tuesday 30 and Wednesday 31 January 2024.

**CARRIED**

**4.2 Minutes of a meeting of the Waimakariri District Council held on Tuesday 27 February 2024**

Moved: Councillor Fulton

Seconded: Councillor Goldsworthy

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of a meeting of the Waimakariri District Council meeting held on Tuesday 27 February 2024.

**CARRIED**

#### 4.3 **Minutes of a meeting of the Waimakariri District Council held on Tuesday 5 March 2024**

Moved: Deputy Mayor Adkinson

Seconded: Councillor Mealings

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of a meeting of the Waimakariri District Council meeting held on Tuesday 5 March 2024.

**CARRIED**

#### **MATTERS ARISING (from Minutes)**

There were no matters arising.

### 5. **DEPUTATIONS AND PRESENTATIONS**

#### 5.1 **Flamingo Scooters**

Jackson Love, Co-Founder and Chief Executive of Flamingo Scooters provided an update on Flamingo Scooters with the aid of a PowerPoint presentation. Data from a survey undertaken of scooter users, showed that 73% of people agreed that the electric scooter sharing in Waimakariri made it easier to not own a personal car; 67% agreed that having electric scooters available decreased how often they travelled by car and 74% had hired a Flamingo scooter to make a trip they would not otherwise have made. Information on using a GoPass showed the savings in hire fees for three day, weekly or monthly hires.

J Love highlighted safe and considerate ways in the use of scooters. These included the option of scooter users to submit a helmet-selfie photo to get a discount on their hire rate. Flamingo Scooters encouraged good practices when parking of scooters and offered incentives for responsible behaviour such as parking at the Rangiora Service Centre could earn three minutes off users next ride, or riders submitting a photo of the scooter parked correctly at the end of their ride provided a five minute free credit for their next ride.

A three-step escalation process was explained for those scooter users who did not follow the rules, which was firstly an email warning, followed by a phone call, and lastly a fine and a ban from further use of the scooters.

Following a question from Councillor Redmond, J Love advised that there were currently 150 Flamingo scooters in the Waimakariri district, though the licence did allow some flexibility up to a maximum of 200 scooters. Flamingo Scooters also operated in Wellington, Porirua and Palmerston North.

Councillor Williams asked if there was a direct line of communication, either via an app or phone, that the general public could use to report any issues with scooters. J Love advised that the best way to report issues would either be through the Council's Snap Send Solve phone app or call directly to the 0800Flamingo line.

Mayor Gordon thanked J Love for attending and the presentation.

### 6. **ADJOURNED BUSINESS**

There was no adjourned business.

### 7. **REPORTS**

#### 7.1 **E-Scooter Permit Renewal due 1 May 2024** – V Thompson (Senior Advisor Business and Centres) and S Binder (Senior Transportation Engineer)

This report sought approval from the Council for the continued engagement of Flamingo Scooters (Flamingo) as the preferred scooter share services provider in the Waimakariri district, for a further three-year period from 1 May 2024 to 30 April 2027.

**THAT** the Council:

- (a) **Receives** Report No. 240129011851.
- (b) **Approves** (Option One) the continued engagement of Flamingo Scooters as the preferred scooter share services provider in the Waimakariri District for a period covering up to three years from 1 May 2024 to 30 April 2027.
- (c) **Approves** the Chief Executive having the authority to extend the permit by a further year (from 1 May 2026 to 30 April 2027) if the first two years operate smoothly under Option 1.
- (d) **Approves** a permit fee of \$0.08 per ride to be returned to the Waimakariri District Council. The revenue from this fee is proposed to be ring-fenced for infrastructure improvements that benefit scooter users.
- (e) **Notes** that staff from the Transport and Strategy and Business Units are happy to continue engaging Flamingo Scooters as the preferred supplier of commercial scooter share services in the district for a further three years. There is no objection to this appointment from the Health, Safety and Wellbeing Manager.
- (f) **Notes** that Council has not incurred any public realm reinstatement costs resulting from scooter misuse or vandalism during the last 21-months of operation.
- (g) **Notes** that the existing geo-fencing restrictions applied in response to public feedback and previously approved by the Council under the original scooter trial and two-year operating permit, are still appropriate and will be continued for the new permitting period.
- (h) **Notes** the scooter usage data from Flamingo Scooters' which is consistent with high level aggregated data captured from Ride Report's nationalised data platform.
- (i) **Notes** the accident reporting data which has been received from Flamingo Scooters during the past 21-month operating period covering 1 May 2022 to January 2024.
- (j) **Notes** that public engagement feedback shows support for the scooter share services continuing in the district and no firm opposition has been received from the directly affected community organisations who were invited to provide feedback – Waimakariri Access Group, Waimakariri Age Advisory Group, Grey Power and the Youth Council.
- (k) **Circulates** this report to the Rangiora-Ashley, Kaiapoi-Tuahiwi and Woodend-Sefton Community Boards for their reference.

**CARRIED**

Councillor Redmond noted that he was not aware of any complaints from residents regarding scooters in the district since they were first introduced two years ago. Having scooters available, gave people another choice of transport and Councillor Redmond was impressed with the encouragement for the use of helmets and acknowledged the responsible parking initiatives.

Councillor Brine also noted that he had not received any complaints regarding the scooters in the district and supported this motion.

Mayor Gordon supported having the scooters available in the district, especially with the geo-fencing function to be continued throughout the new permitting period. Geo-fencing technology enabled Council to limit the locations that the scooters could access.

In reply, Councillor Redmond believed that the benefits of continuing to have the Flamingo scooters in the district outweighed any risks.

## 7.2 **Kaiapoi Night Market Proposal** – V Thompson (Senior Advisor Business and Centres)

V Thompson and M Maxwell were present for consideration of this report. It was noted that this matter had been previously brought to the Council, however the report was left to lay on the table pending receipt of further information. This report sought approval for a one year Licence to Occupy agreement with Market and Investment Ltd to operate a night market at the Kaiapoi Central park-and-ride site, 66 Charles Street. This market would operate on either a Saturday or Sunday night, with Sunday being the initial preference of the market organisers. This would not have any impact on the Monday to Friday park-and-ride services at the site.

In response to the request following the report previously being laid on the table, V Thompson advised that affected businesses in the Kaiapoi Town centre had been consulted with regarding this proposal for a night market in Kaiapoi. Flyers had been distributed around the town centre and Silverstream commercial area and to hospitality businesses specifically. Anecdotal feedback that was received when the flyers were being distributed indicated support of this night market, although there was only one completed survey form received back, from a hospitality business. This form was also in support of the night market and was seen as an opportunity to bring more custom.

M Maxwell pointed out that any packaging used by the market stalls in other locations was recyclable and biodegradable and it would be followed up that this was enforced if this proposal was approved.

Councillor Redmond asked if it was known what rent was being paid in Hornby and what was previously paid at the Bush Inn Centre, and how this compared with the Kaiapoi proposal. V Thompson responded that this was not known but with this proposal being for a one-year contract, it would give the opportunity to review the rent after the first 12 month period and to take into account how the market had been operating during that time, when reassessing the future rental.

With regard to security for the market, V Thompson advised that local providers would be given the opportunity to provide this service.

Councillor Williams had a query on any rubbish that might be generated by the market, and it was confirmed that this market would operate on a “pack in – pack out” basis, and there was to be no rubbish left on the site at the completion of each market night.

Moved: Councillor Cairns

Seconded: Deputy Mayor Atkinson

**THAT** the Council:

- (a) **Receives** Report No. 240318041379.
- (b) **Approves** the presence of a weekly night market operating on a Saturday or Sunday night at the Kaiapoi Central park-and-ride site (66 Charles Street) under a one-year Licence to Occupy agreement providing Council with the appropriate legal mechanism to protect its land asset.
- (c) **Notes** that the Kaiapoi-Tuahiwi Community Board at their meeting on 20 November 2023 endorsed the presence of a weekly night market in the Kaiapoi town centre and signalled approval for a one-year Licence to Occupy agreement to be issued to Market and Investments Ltd.
- (d) **Notes** the commencement of the night market is dependent on a resource consent being secured by Market and Investment Limited. There may be written approvals required as part of the resource consent process, but this determination is made at the time of processing the resource consent.
- (e) **Notes** the following minimum licence fees will be charged as part of the one-year Licence to Occupy agreement:
  - Summer (Oct-Mar) \$161.25 per market day
  - Winter (Apr-Sep) \$88.75 per market day

- (f) **Notes** that the market will likely be open between the hours of 5pm/6pm to 9pm/10pm, depending on any Resource Consent conditions.
- (g) **Notes** that the market will provide vendor opportunities to local suppliers in the first year who might wish to register their interest in being a stallholder. However, the Kaiapoi night market is based on pre-existing model with existing supplier relationships and a reasonable proportion of stallholders may be sourced from outside of the district.
- (h) **Notes** the positive feedback from complex management about the impact of the night market at The Hornby Hub complex, and the intention to complete a review of the Kaiapoi Night Market and its activity after six months to assess its impact on local hospitality businesses.
- (i) **Notes** the period of select engagement that was undertaken from 4-17 March 2024 with affected retail and hospitality businesses in the Kaiapoi town centre and Silverstream, to test their perceptions of the market and its potential impact on existing business trade.
- (j) **Notes** the Kaiapoi Night Market Business Plan (attachment i), providing further information about the night market business model and proposed activity.
- (k) **Circulates** this report to the Kaiapoi-Tuahiwi Community Board for their interest.

#### **CARRIED**

Councillor Cairns advised that he initially had concerns with the impact of this night market on the 51 existing food providers in Kaiapoi. The results of the survey and the anecdotal responses had indicated favourable response from hospitality businesses in Kaiapoi.

Comment from Deputy Mayor Atkinson reiterated the comment from Councillor Cairns.

Councillor Redmond noted that any concerns from retailers had not materialised through the survey. He accepted that the licence fee was only for a year and would be reviewed at the end of this first 12-month period. The market itself would add vibrancy and add business for the town and wider community. The proximity to the caravan park would also be a benefit.

Councillor Mealings noted that the market provider would be cleaning up the site after each market, there would be security on site, stalls would be paying for their own electricity on site. This market would add amenity to the area and would be a drawcard to bring people to Kaiapoi.

Mayor Gordon thanked staff for talking to the business community on this matter and supported this market operating. The hours of operation provided an opportunity for residents to attend this night market, who would otherwise not be able to attend a daytime market because of work commitments.

### 7.3 **Washington Place Drainage Improvements** – J Recker (Stormwater and Waterways Manager)

J Recker presented this report seeking approval of the Council to bring forward \$80,000 of \$160,000 of District Drainage level of service budget from the 2024/25 financial year to the current financial year to allow for the construction of the Washington Place Drainage Improvements. This was a result of the flood events of 2022 and 2023, when several residents of Washington Place experienced flooding. Staff had met with the residents there on several occasions and addressed their concerns. Following these meetings, \$50,000 budget had been allocated for this financial year. Following the assessment being undertaken of the site, it was determined that significant drainage improvements would involve upgrading the Earlys Road channel and culvert upgrade works and this work would exceed the \$50,000. This report therefore requests that \$80,000 funding be brought forward from the 2025/26 financial year.

Councillor Williams asked if there was the opportunity to complete the project and if this would be all done at one time, possibly in the current financial year. J Recker said the goal was to complete the project as soon as possible.

Councillor Fulton asked if there had been any issues with the channel to the west of this area. J Recker said this had not been identified, however staff would intended to undertake monitoring both downstream and upstream of this area.

Councillor Fulton had some comments from a nearby local resident on this matter and it was agreed that these would be relayed to staff for further discussion and possible follow up, after the meeting.

Moved: Councillor Williams                      Seconded: Councillor Fulton

**THAT** the Council:

- (a)     **Receives** report No. 240304033159
- (b)     **Approves** the bringing forward of \$80,000 of Washington Place Drainage Improvements budget from 2024/25 to 2023/24 for channel and culvert upgrade works and confirming the remaining \$80,000 for the 24/25 financial year. This will provide a total budget of \$210,000.
- (c)     **Approves** staff tendering and awarding a contract that commits the \$80,000 budget in 24/25 as well as the \$130,000 budget in the 23/24 year.
- (d)     **Notes** that after a comprehensive assessment it was established that significant drainage improvement in the area hinges upon upgrading the Earlys Road culvert. This work exceeds the allocated \$50,000 immediate works budget for the 23/24 financial year and requires bring budget forward from 24/25.
- (e)     **Notes** that the proposed improvements include the upgrade of the Earlys Road culvert and bunding and channel modifications to the ephemeral stream adjacent to Washington Place.
- (f)     **Notes** that the estimate for this work including professional fees is \$189,840. This budget includes a 20% overall project contingency.
- (g)     **Notes** that there is no rating impact as the works will still be completed and capitalised in the 2024/25 financial year.

**CARRIED**

Councillor Williams fully supported the motion and was hopeful that the project could be completed as soon as possible.

7.4     **Waimakariri Public Arts Trust Trustee Appointments** – M McGregor (Senior Advisor Community and Recreation)

M McGregor presented this report seeking the Council's approval to appoint new Trustees to the Waimakariri Public Arts Trust and to reappoint Councillor Al Blackie as the Council representative on this Trust.

There were no questions from members.

Moved Deputy Mayor Atkinson                      Seconded Councillor Mealings

**THAT** the Council:

- (a)     **Receives** report No. EXT-03-10 /240318042766.
- (b)     **Approves** the appointment of Councillor Al Blackie to the Waimakariri Public Arts Trust for a term of three years backdated to 4<sup>th</sup> September 2022 as the Council Representative.
- (c)     **Approves** the appointment of Areta Wilkinson to the Waimakariri Public Arts Trust as a trustee for a term of three years expiring on 2 April 2027.
- (d)     **Approves** the re-appointment of Dael Foley to the Waimakariri Public Arts Trust as a trustee for a term of three years expiring on 2 April 2027.

- (e) **Approves** the appointment of Laura Good to the Waimakariri Public Arts Trust as a Trustee for a term of three years expiring on 2 April 2027.
- (f) **Approves** the appointment of Sandra James to the Waimakariri Public Arts Trust as a Trustee for a term of three years expiring on 2 April 2027.
- (g) **Notes** there were no additional expressions of interest beyond those that have been recommended for appointment in this report.
- (h) **Notes** the trust deed determines that the trustee term is three years.
- (i) **Notes** that Areta Wilkinson has served as an Advisor to the board since February 2022.
- (j) **Notes** that the existing trustees support the appointments recommended in this report.

**CARRIED**

Deputy Mayor Atkinson and Councillor Mealings were in support of these appointments to the Public Arts Trust. Mayor Gordon also noted the value that these new members would bring to the Trust.

#### 7.5 **Adoption of Waste Assessment 2023** – K Waghorn (Solid Waste Asset Manager)

D Young and K Waghorn presented this report, which requested the adoption of the 2023 Waste Assessment and to endorse the review of the 2018 Waste Management and Minimisation Plan undertaken during the Waste Assessment. The Waste Assessment had recently been workshopped with staff and the Solid and Hazardous Waste Working Party. The report also sought approval of the Council for staff to prepare a draft 2024 Waste Management and Minimisation Plan in conjunction with the Solid and Hazardous Waste Working Party to reflect recent changes in legislation and also issues identified in the Waste Assessment.

There were no questions from members.

Moved: Councillor Brine

Seconded: Councillor Ward

**THAT** the Council:

- (a) **Receives** Report No. 240122008206.
- (b) **Adopts** the 2023 Waste Assessment dated January 2024 (240207016720).
- (c) **Notes** the Medical Officer of Health feedback obtained on 9 November 2023 (TRIM ref 240122008252) has been incorporated into the 2023 Waste Assessment.
- (d) **Endorses** the review of the 2018 Waste Management & Minimisation Plan (TRIM ref 180710076344) in accordance with section 50(3) of the Waste Minimisation Act 2008, as included in the Waste Assessment 2023 (TRIM ref 240207016720)
- (e) **Instructs** staff to prepare a draft 2024 Waste Management & Minimisation Plan in conjunction with the Solid & Hazardous Waste Working Party to reflect recent changes in legislation and policies and to address the issues identified in the Waste Assessment.
- (f) **Notes** that staff propose to submit a future report to request approval from the Council to take the draft 2024 Waste Management & Minimisation Plan out for consultation via a Special Consultative Procedure in accordance with section 44(e) of the Waste Minimisation Act 2008.
- (g) **Circulates** Report No. 240122008206 to all Community Boards for their information.

**CARRIED**

Councillor Brine noted that this was a comprehensive report with some very good reading regarding how Waimakariri district was operating in this field. Council Brine did express some concern at the level of bureaucracy from central government included in recent legislative changes.

## 7.6 **ANZAC Day Services 2024 – T Kunkel (Governance Team Leader)**

T Kunkle presented the report which was taken as read.

The meeting was adjourned for a workshop at 1.40pm to allow discussion to resolve attendees at the different ANZAC services throughout the district. The meeting resumed at 1.53pm.

Moved Deputy Mayor Atkinson

Seconded Councillor Williams

**THAT** the Council:

- (a) **Receives** report No 240223027841.
- (b) **Appoints** Mayor Gordon and Councillors Mealings and Fulton to attend the Ohoka Anzac Day service to be held at 11am on Wednesday, 24 April 2024, at Ohoka Hall, Mill Road, and to lay a wreath. Noting that the wreath will be laid in conjunction with an Oxford-Ohoka Community Board member.
- (c) **Appoints** Mayor Gordon and Councillor Cairns to attend the Woodend Anzac service to be held at 6pm on Wednesday, 24 April 2024, at the Woodend Community Centre and lay a wreath at the Woodend War Memorial.
- (d) **Appoints** Councillors Redmond and Williams to attend the Sefton Anzac service to be held at 6pm on Wednesday, 24 April 2024, at the Sefton Domain, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Woodend-Sefton Community Board member.
- (e) **Appoints** Mayor Gordon and Councillors Redmond, Cairns and Goldsworthy to attend the Pegasus Dawn Service to be held at 5.50am on Thursday, 25 April 2024, at Pegasus Lake.
- (f) **Appoints** Mayor Gordon and Deputy Mayor Atkinson and Councillor Redmond to attend the Kaiapoi Dawn Service to be held at 6.30am on Thursday, 25 April 2024, at the War Memorial at Raven Quay, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Kaiapoi-Tuahivi Community Board member.
- (g) **Appoints** Councillor Mealings to attend the Oxford Anzac Day service to be held at 9am on Thursday, 25 April 2024, at the Oxford Cenotaph, and to lay a wreath.
- (h) **Appoints** Councillors Brine and Goldsworthy to attend the RSA service at Rangiora High School to be held at 9.30am on Thursday, 25 April 2024, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Rangiora-Ashley Community Board member.
- (i) **Appoints** Mayor Gordon and Councillor Cairns to attend the Kaiapoi Citizens' Anzac Day Service to be held at 10am on Thursday, 25 April 2024, Kaiapoi Cenotaph (Trousselot Park), and to lay a wreath.
- (j) **Appoints** Deputy Mayor Atkinson and Councillor Redmond to lay a wreath on behalf of the people of Zonnebeke, Belgium, at the Kaiapoi Citizens' Anzac Day Service to be held at 10am on Thursday, 25 April 2024, at the Raven Quay Cenotaph.
- (k) **Appoints** Councillor Fulton to attend the Cust Anzac Day service to be held at the Cust Community Centre and the Cust Cenotaph at 10am on Thursday, 25 April 2024, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Rangiora- Ashley Community Board member.
- (l) **Appoints** Councillor Williams to attend the Fernside Anzac Day Service, to be held at 10am on Thursday, 25 April 2024, Fernside Hall. Noting that the wreath will be laid in conjunction with a Rangiora-Ashley Community Board member.
- (m) **Appoints** Mayor Gordon and Councillors Williams to attend the Rangiora Anzac Day Service to be held at 11.30am on Thursday, 25 April 2024, at the Rangiora Cenotaph, and to lay a wreath.

- (n) **Appoints** Deputy Mayor Atkinson and Councillor Redmond to lay a wreath on behalf of the people of Zonnebeke, Belgium, at the Rangiora Anzac Day Service to be held at 11.30am on Thursday, 25 April 2024, at the Rangiora Cenotaph.
- (o) **Appoints** Councillor Fulton to attend the West Eyreton Anzac Day Wreath-Laying service to be held at 12pm on Thursday, 25 April 2024, at the West Eyreton Memorial Gates, and lay a wreath. Noting that the wreath will be laid in conjunction with an Oxford-Ohoka Community Board member.
- (p) **Appoints** Mayor Gordon, Deputy Mayor Atkinson and Councillors Cairns and Redmond to attend the Tuahiwi Anzac Day services to be held at 2pm on Thursday, 25 April 2024, at the Tuahiwi Urupa, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Kaiapoi-Tuahiwi Community Board member.
- (q) **Notes** that the Community Boards will be represented and lay wreaths at the various local Royal New Zealand Returned and Services Association (RSA) ANZAC Services within the District.
- (r) **Circulates** a copy of this report to all Community Boards for information.

**CARRIED**

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

There were no matters referred.

## **9. HEALTH, SAFETY AND WELLBEING**

### **9.1 Health, Safety and Wellbeing Report March 2024 - J Millward (Chief Executive)**

J Millward presented this report.

There were no questions from members.

Moved: Councillor Williams                      Seconded: Councillor Goldsworthy

**THAT** the Council

- (a) **Receives** Report No 240221025693
- (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. COMMITTEE MINUTES FOR INFORMATION**

### **10.1 Minutes of a meeting of the Utilities and Roading Committee of 20 February 2024**

### **10.2 Minutes of a meeting of the District Planning and Regulation Committee of 20 February 2024**

### **10.3 Minutes of a meeting of the Community and Recreation Committee of 20 February 2024**

Moved: Deputy Mayor Atkinson                      Seconded: Councillor Fulton

**THAT** Items 10.1 – 10.3 be received for information.

**CARRIED**

## 11. **COMMUNITY BOARD MINUTES FOR INFORMATION**

11.1 Minutes of the Kaiapoi-Tuahiwi Community Board meeting of 19 February 2024

11.2 Minutes of the Oxford-Ohoka Community Board meeting of 6 March 2024

11.3 Minutes of the Rangiora-Ashley Community Board meeting of 13 March 2024

Moved: Councillor Redmond

Seconded: Councillor Goldsworthy

**THAT** Items 11.1 to 11.3 be received for information.

**CARRIED**

## 12. **COUNCIL PORTFOLIO UPDATES**

### 13.1 **Iwi Relationships** – Mayor Dan Gordon

Mayor Gordon highlighted the official opening held last week of the new Johnos Way footpath in Tuahiwi, and extended thanks to members who were able to attend. It was appropriate to acknowledge the late Johno Croft and the late Denise Hamilton. There was a presentation from a kapa haka group and a large gathering in attendance.

There was a meeting arranged this week with the Mayor, Chief Executive and Te Maire Tau.

### 13.2 **Greater Christchurch Partnership Update** – Mayor Dan Gordon

Mayor Gordon noted the new meeting structure to change to quarterly meetings. Significant work was being undertaken with the Spatial Planning, which would soon be completed and reported back to individual Councils. In addition, the Mass Rapid Transport project was still in progress. In the interim period between the quarterly meetings there would be meetings with the Council Mayors and the ECan Chairperson.

### 13.3 **Government Reforms** – Mayor Dan Gordon

Three Waters Reform - awaiting the introduction of the Water Done Well legislation.

RMA – recent advice had indicated the Ministers intentions and had provided outline on where this was heading.

The Council was aware of other reforms and was submitting on these matters as opportunities were provided.

### 13.4 **Canterbury Water Management Strategy** – Councillor Tim Fulton

Councillor Fulton noted that members are continuing site visits to assess the applications for funding from the Zone Committee Action Plan.

### 13.5 **Climate Change and Sustainability** – Councillor Niki Mealings

Councillor Mealings recently attended the Northern Biosecurity Advisory Group meeting in Cheviot. Commented on:

- The Check Clean Dry campaign, which was to limit the spread of aquatic weeds but it was noted that unfortunately most South Island waterways now had Didimo.
- It was reinforced at the meeting that biosecurity was an action and biodiversity was what we are trying to protect.
- A review of the Biosecurity Act was underway.

Waimakariri Biodiversity Trust had been held recently, which Councillor Mealings attended. This was a well-attended meeting with interesting speakers.

As an observer on the Christchurch City Council Coastal Hazards Working Group, this group had reconvened and Councillor Mealings had recently attended the first meeting held this term.

Canterbury Biodiversity Champions had met recently for a workshop, who had spoken on the inclusion of biodiversity in the Long Term Plan. It was a matter of national importance for areas of biodiversity to be protected. Commented on SNAs noting that it was a voluntary matter for private landowners. Work was underway to revitalise the Biodiversity Strategy.

The Arohatia te Awa Working Group had been re-established and Councillor Mealings was appointed Chairperson.

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

Waimakariri-Passchendaele Advisory Group – there were four plaques representing nurses who worked in Passchendaele which had previously been held in Christchurch RSA. These plaques belonged to the Belgium Consulate and it had been agreed to relocate these to the Rangiora RSA, noting that two of the woman were from Kaiapoi and two were from Rangiora. There was to be a ceremony and formal dedication of these plaques which would be arranged soon and members would be advised once a date had been confirmed. The cemetery sites for two of these nurses had been located in Christchurch and these were being restored.

Mayor Gordon commented it would be appropriate to have the plaques acknowledged and formerly dedicated.

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

The Spatial Plan which had been put to all Councils from the Greater Christchurch Partnership had been adopted unanimously from all Councils. This would now be moving forward through Stage One.

13. **QUESTIONS**

(under Standing Orders)

There were no questions.

14 **URGENT GENERAL BUSINESS**

(under Standing Orders)

There was no urgent general business.

16. **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 Mayor Gordon

Seconded Councillor Ward.

1. That the public is excluded from the following parts of the proceedings of this meeting. The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
16.1	Confirmation of Public Excluded Minutes of Council meeting of 27 February 2024	Good reason to withhold exists under section 7	To protect the privacy of natural persons, including that of deceased natural persons (s7(2)(a) and to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) LGOIMA Section7(2)(i).

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
16.2	Confirmation of Public Excluded Minutes of Council meeting of 5 March 2024	Good reason to withhold exists under section 7	To protect the privacy of natural persons, including that of deceased natural persons (s 7(2)(a) and to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(i)).
<b>REPORTS</b>			
16.3	Mandeville Domain Contaminated Stockpile, Legal Update	Good reason to withhold exists under section 7	The report, attachments, discussion and decision remain public excluded for reasons to protect information, which is subject to an obligation of confidence, avoid prejudice to measures protecting public health and maintaining legal professional privilege under Section 7(2)(c, d and g) of the Local Government Official Information and Meetings Act 1987
16.4	Proposed Purchase Part of Woodend property	Good reason to withhold exists under section 7	The report, attachments, discussion and minutes remain public excluded for reasons of enabling any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or prevent the disclosure or use of official information for improper gain or improper advantage, as per LGOIMA Section 7(2)(h, i & j). Once the various negotiations and transactions are concluded, the recommendations included in the report may be released.
16.5	Approval to commence negotiation with owners of Loburn property	Good reason to withhold exists under section 7	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, i). The resolution is to remain public excluded until the various negotiations and transactions are concluded, after which the recommendations included in the report may be released.
16.6	Development Options for Kingsbury Avenue, Rangiora property	Good reason to withhold exists under section 7	The report, attachments, discussion and minutes remain public excluded for reasons of enabling any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or prevent the disclosure or use of official information for improper gain or improper advantage, as per LGOIMA Section 7(2)(h, i & j). Once the various negotiations and transactions are concluded, the recommendations included in the report may be released.
16.7	Proposed sale Ohoka Road, Kaiapoi properties	Good reason to withhold exists under section 7	That the report, attachments, discussion, and minutes remain public excluded until the various negotiations and transactions are concluded, 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). Once the various negotiations and transactions are concluded, the recommendations included in the report may be released.

16.8	Contract 23/32 Three Waters Electrical Maintenance Tender Evaluation and Contract Award Report	Good reason to withhold exists under section 7	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(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
16.9	Contract 21/74 Lineside Road Drainage Upgrade Separable Portion B – Request for Additional Budget	Good reason to withhold exists under section 7	The recommendations in this report is to be made publicly available once Separable Portion B of Contract 21/74 has been awarded, however the contents, minutes and discussion remain public excluded as there is good reason to withhold in accordance with 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".

**CARRIED**

*The public excluded portion of the meeting commenced at 2.15pm.*

**CLOSED MEETING**

**Resolution to resume in Open Meeting**

Moved: Councillor Mealings

Seconded: Councillor Ward

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

**CARRIED**

**OPEN MEETING**

**16.8 Contract 23/32 Three Waters Electrical Maintenance Tender Evaluation and Contract Award Report** – K Grinlinton (Graduate Engineer), A Chauhan (Water Operations Team Leader) and C Fahey (Water and Wastewater Asset Manager)

Moved: Councillor Williams

Seconded: Councillor Goldsworthy

**THAT** the Council:

- (a) **Receives** Report No. 240221025553
- (b) **Authorises** Council staff to award Contract 23/32 Three Waters Electrical Maintenance to Nairn Electrical Ltd for a sum of \$297,068.00 over the three-year contract term (i.e. an average of \$99,022.67 per annum based on the Schedule of Prices).
- (c) **Approves** delegated authority to Council staff to award Variation Orders associated with minor capital works under Contract 23/32 up to the value of \$80,000 per capital works project (Excl. GST), provided the value is assessed to be fair and reasonable and within available budgets, noting that the basis for the derivation of these minor capital works projects will be based upon the rates set out in the tender documents.
- (d) **Notes** that while the scheduled tasks within this Contract have been tendered at \$297,068 over the contract duration, the historic expenditure over the last two financial years has been \$572,400 per annum which includes a number of reactive maintenance tasks and minor capital works in addition to the planned maintenance which has been scheduled, and this Contract is expected to have similar annual expenditure.
- (e) **Notes** that electrical maintenance and minor capital works have been budgeted for in the long-term plan and that there is sufficient budget for this Contract.

- (f) **Notes** that in accordance with the Conditions of Tendering, all tenderers will be advised of the name and price of the successful tenderer, and the range and number of tenders received. This information will be made available to the public if requested.
- (g) **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(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”.

**CARRIED**

**17. NEXT MEETING**

The next ordinary meeting of the Council is scheduled for Tuesday 7 May 2024, commencing at 1pm, to be held in the Kaikanui Room, Ruataniwha Kaiapoi Civic Centre, Kaiapoi.

There being no further business, the meeting closed at 4.51pm.

CONFIRMED



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Signed  
Mayor Dan Gordon

7 May 2024

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Date