

# Ashburton District Council

## AGENDA

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### Notice of Meeting:

A meeting of the Ashburton District Council will be held on:

**Date:** Wednesday 19 April 2023

**Time:** 9.00am

**Venue:** Council Chamber

### Membership

Mayor	Neil Brown
Deputy Mayor	Liz McMillan
Members	Leen Braam
	Carolyn Cameron
	Russell Ellis
	Phill Hooper
	Lynette Lovett
	Tony Todd
	Richard Wilson
	<i>[Vacancy – Western Ward]</i>

## Meeting Timetable

Time	Item
9.00am	Council meeting commences
9.30am	Ashburton A&P Association – Richard Lemon

### 1 Apologies

### 2 Extraordinary Business

### 3 Declarations of Interest

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

### Minutes

4	Council – 5/04/23	3
5	Executive Committee – 8/03/23	7

### Reports

6	Dog Control Fees 2023/24	8
7	Deputy Mayor's Report	13
8	Mayor's Report	14
9	Ashburton A&P Association	<b>Verbal</b>

### Business Transacted with the Public Excluded

10	Council 5/04/23 • Audit & Risk 23/03/23                      Sections 7(2)(a) & (h) Privacy of persons Commercial activities • Methven Community Board                      Sections 7(2)(h) Commercial activities • Library & Civic Centre PCG                      Sections 7(2)(h) Commercial activities • Unformed road stopping                      Sections 7(2)(h) Commercial activities • Community House Mid Canterbury                      Sections 7(2)(h) Commercial activities	<b>PE 1</b>
11	West St carpark                                      Sections 7(2)(i) Conduct of negotiations	<b>PE 3</b>
12	Executive Committee – 15/03/23                      Section 7(2)(a) Protection privacy of natural persons CE 6 month review	<b>PE 15</b>

## 4. Council Minutes – 5 April 2023

Minutes of the Council meeting held on Wednesday 5 April 2023, commencing at 1.00pm in the Council Chamber, 137 Havelock Street, Ashburton.

### Present

His Worship the Mayor, Neil Brown (Chair), Deputy Mayor Liz McMillan; Councillors Leen Braam, Carolyn Cameron, Russell Ellis, Phill Hooper, Lynette Lovett, Tony Todd and Richard Wilson.

### In attendance

Hamish Riach (Chief Executive), Jane Donaldson (GM Strategy & Compliance), Toni Durham (GM Democracy & Engagement), Neil McCann (GM Infrastructure & Open Spaces), Janice McKay (Communications Manager) and Phillipa Clark (Governance Team Leader).

Staff present for the duration of their reports: Richard Mabon (Senior Policy Advisor), Tayyaba Latiff (Policy Advisor), Tania Paddock (Legal Counsel), Hayley Beduinheiz (Accountant).

### 1 Apologies

Nil.

### 2 Extraordinary Business

Nil.

### 3 Declarations of Interest

*Item 21* – Cr Lovett declared a conflict of interest and gave notice that she will withdraw from the meeting for this matter.

### 4 Confirmation of Minutes – 15/03/23

**That** the minutes of the Council meeting held on 15 March 2023, be taken as read and confirmed.

McMillan/Braam

Carried

### 5 Audit & Risk Committee – 23/03/23

**That** Council receives the minutes of the Audit & Risk Committee meeting held on 23 March 2023.

Ellis/Braam

Carried

#### • Ashburton Contracting Ltd – Draft Statement of Intent 2023/24

1. **That** Council receives the Ashburton Contracting Limited 2023-24 draft Statement of Intent.
2. **That** Council formally advises the ACL Board of any comments on the draft Statement of Intent before 2 May 2023, including the insertion of a note acknowledging the potential impact from the three waters reform.

Cameron/Lovett

Carried

- 6 Methven Community Board – 13/03/23**
- That** Council receives the minutes of the Methven Community Board meeting held on 13 March 2023.
- McMillan/Todd Carried
- 7 Consultation for the Annual Plan 2023/24**
- That** Council decides not to consult on the Annual Plan 2023-24 in accordance with section 95 (2a) of the Local Government Act, 2002.
- Braam/Todd Carried
- 8 Draft Transportation & Parking Bylaw 2015 – public consultation**
- The summary consultation document will be circulated to elected members prior to consultation commencing.
- That** Council approves the draft Transportation and Parking Bylaw 2015 for public consultation, commencing 13 April 2023.
- Cameron/Lovett Carried
- 9 Explanatory Bylaw Review**
- That** Council adopts the amended Explanatory Bylaw as attached in Appendix 1.
- Braam/McMillan Carried
- 10 Draft Revenue & Financing Policy (Drinking Water) – public consultation**
- It was noted that officers have identified four options (2, 3, 4 and 5) that would achieve the outcomes of this decision. References to 2A, 2B, 2C and 2D in the recommendation have been replaced.
- The Mayor advised that the recommendations will be taken separately.
1. **That** Council supports public consultation on the District Water Group (DWG) option in preference to retaining the status quo for Methven-Springfield water.
- Braam/Ellis Carried
- Council supported the inclusion of an additional ‘Option 6’ – an allocation model reflecting the 1.2m<sup>3</sup>/ day allocation plus one extra unit charge. It was suggested this would better address affordability and is more equitable.
1. **That** Council selects Option 2 (*12+1 model*), Option 5 (*6+1 model*) and Option 6 (*1.2+1 model*) as the preferred options for public consultation.
- Wilson/Lovett Carried
2. **That** Council supports public consultation on the policy that serviceable properties will not be charged a half charge in the Methven-Springfield supply area.
- Wilson/Ellis Carried
3. **That** Council approves the draft Revenue and Financing Policy – Drinking Water attached as Appendix 1 (as amended) for public consultation, commencing 6 April 2023.
- McMillan/Braam Carried

**11 Local Governance Statement 2022/25**

**That** Council adopts the Local Governance Statement 2022-25.

McMillan/Todd

Carried

**12 Licence to Occupy – Tinwald stock effluent disposal facility**

Clarification was sought on whether the access issues for trucks using the disposal facility have been fixed. An update will be provided in the next Rooding Activity Briefings.

- 1. That** Council enters into a Licence to Occupy with Carrfields Investment Limited for the power supply for the Tinwald stock effluent disposal facility for a term of 30 years, plus a further right of renewal of 30 years.

Braam/Lovett

Carried

**13 Rakaia Rugby Club Lease**

**That** Council approves the granting of a Deed of Lease under section 54(1) of the Reserves Act 1977 to Rakaia Rugby Club Incorporated for part of the Rakaia Domain (as contained within Reserve 4638) for a term of 10 years, plus two rights of renewal of 10 years each.

Braam/Mayor

Carried

**14 Economic Development quarterly report – October-December 2022**

The Mayor requested a report on all known, upcoming events. The Events Advisor will be asked to report this through the May Activity Briefings.

- 1. That** Council receives the October, November & December 2022 Economic Development quarterly update.

Cameron/Todd

Carried

**15 Financial Reports**

It was noted that the stockwater operating expenditure has a permanent variance with a budget overspend (109%). A report will be brought to Council, in due course, to consider whether additional budget is required this year.

**That** Council receives the February 2022 financial variance report and EA Networks Centre income and expenditure report.

Ellis/Hooper

Carried

**16 Mayor's report**

- **Second urban bridge**

The Mayor commented on a positive meeting in Wellington with the Minister of Transport. The Minister was advised that the business case is well advanced and that work could start within the year, subject to detailed design and consents being completed. Waka Kotahi are to form a group to look at funding options that can be reported back to the Minister.

- **Hokonui radio**

The Mayor noted that Phill Hooper will finish in his radio host role this week. On behalf of Council the Mayor thanked Phill for his 16 years of service to the community that has included hosting Council's weekly radio slot.

**That** Council receives the Mayor's report.

Mayor/McMillan

Carried

## Business transacted with the public excluded – 2.37pm

That the public be excluded from the following parts of the proceedings of this meeting, namely – 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	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
17	Council – 15/03/23	Section 7(2)(h)	Commercial activities
18	Library & Civic Centre PCG – 21/02/23	Section 7(2)(h)	Commercial activities
19	Kainga Ora	Section 7(2)(h)	Commercial activities
20	Community House lease	Section 7(2)(h)	Commercial activities

Ellis/Braam

Carried

Council resumed in open meeting at 3.01pm.

## Welcome to Staff

Katie Perry, People & Capability Manager, introduced new staff – Sharon Watson (Youth Employment Coach), Jo Waby (Applications Specialist), Gabby Sloan (Applications Officer-Roading), Toby Cairns (Lifeguard), Hunter Choie (Lifeguard) and Jason Blissett (Assistant Sexton).

Council also acknowledged the long-service of Library Assistant Celeste Bennett (20 years) and Children’s Librarian Jonathon Nixon (5 years).

Council adjourned for afternoon tea from 3.08pm until 3.25pm.

**That** Council resumes with the public excluded at 3.25pm.

Mayor/McMillan

Carried

## Business transacted with the public excluded now in open meeting

### • Te Pātaka o kā Tuhituhi – Te Waharoa a Hine Paaka

**That** Council releases a media statement and update on Te Pātaka o kā Tuhituhi – Te Waharoa a Hine Paaka, noting

1. the final budget is likely to exceed the current project budget of \$56.75m in the order of 10%;
2. the completion of the building is anticipated by the end of this year; and
3. the Government’s contribution of \$20m means the overall impact on Ashburton ratepayers is still less than the original budget.

Cameron/Ellis

Carried

The meeting concluded at 3.35pm.

Confirmed 19 April 2023

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MAYOR

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## ***5. Executive Committee - 8/03/23***

Minutes of the Executive Committee meeting held on Wednesday 8 March 2023, commencing at 8.45am, in the Mayor's Office, 5 Baring Square West, Ashburton.

### **Present**

Mayor Neil Brown; Councillors Leen Braam and Lynette Lovett.

### **In attendance**

Carol McAtamney (Governance Support)

#### **1 Apologies**

Crs Cameron and McMillan

Sustained

#### **2 Declarations of Interest**

Nil.

#### **3 Distribution of Flood Relief Donations**

The Executive Committee met with the purpose of allocating the community donations received in response to the Cyclone Gabrielle flood relief appeal.

To date a total of \$22,360 has been received from the Ashburton community. A further \$15,000 will be allocated from the Mayor's discretionary fund. Should any further donations be received the Mayor will be responsible for their allocation.

It was noted that ADC has "adopted" Masterton for particular support.

The Executive Committee approved that funds be allocated to eight Council areas affected by Cyclone Gabrielle as follows:

Far North - \$1,800

Hawkes Bay - \$6,735

Napier - \$3,650

Hastings - \$1,200

Auckland - \$2,050

Tararua - \$1,430

Gisborne - \$1,600

Masterton - \$1,895+ \$15,000 from the Mayor's discretionary fund

The meeting concluded at 9.22am

## **6. Dog Control – Fees and Charges for Registration Period 1 July 23 to 30 June 24**

Author *Rick Catchpowle, Environmental Monitoring Manager*  
GM Responsible *Jane Donaldson, Compliance and Development*

### **Summary**

- The purpose of this report is to recommend that the proposed dog registration and control fees and charges be adopted for the period 1 July 2023 to 30 June 2024.

### **Recommendation**

- 1. That** Council adopts the dog registration and control fees and charges for 2023/24 as set out in Appendix 1.
- 2. That** the dog registration and control fees and charges for 2023/24 are publicly notified.

### **Attachment**

**Appendix 1** Proposed fees and charges 2023-24 (animal control)



## Background

1. Section 37 of the Dog Control Act 1996 requires Territorial Authorities (TAs) to prescribe reasonable dog registration and control fees plus associated penalties for the registration year.
2. TAs are also required, at least once during the month preceding the start of the registration year on 1 July, to publicly notify in a newspaper circulating in its district the dog control fees fixed for the registration year. A decision on the fees is therefore required ahead of Council's adoption of the Annual Plan.
3. The recommended increases to the dog control fees, outlined in Appendix 1, were previously agreed at the budget workshops held earlier this year, to make some allowance for inflation.

## Options analysis

4. **Option 1 – Maintain the Status Quo**  
Council could decide to leave the Dog Registration Fees at the 2022/23 levels. This would impact on revenue for the activity and may fail to comply with Council's Revenue and Finance Policy. This is not the recommended option.
5. **Option 2 – Increase the 2023/24 Dog Control fees**  
This is the recommended option. This would see Council increase the dog fees in accordance with the discussion at the budget workshops earlier this year.

## Legal/policy implications

6. The Dog Control Act 1996 requires TAs to prescribe reasonable dog registration and control fees plus associated penalties for each registration year, and to publicly notify those fees and charges set.

## Financial implications

7. Income derived from fees and charges is included in the Annual Plan.

## Significance and engagement assessment

Requirement	Explanation
Is the matter considered <i>significant</i> ?	No
Level of significance	Low; not significant
Level of <i>engagement</i> selected	Inform
Rationale for selecting level of engagement	Council will notify the community of the 2023/24 dog control fees using typical media channels.
Reviewed by Democracy and Engagement	Toni Durham; GM Democracy & Engagement

## Appendix 1

# 21.0 Animal control

Animal control fees are charged under the Dog Control Act 1996. Animal control infringements are determined by statute and can be found in the Dog Control Act 1996.

Details of the ‘Responsible Dog Owner Status’ can be found in Section 4 of Council’s [Dog Control Policy](#).

The Dog Control Act 1996 only requires dogs classified as Menacing to be dealt with by way of muzzling and neutering. However, the Act does allow for increased registration fees to be applied to dogs classified as Dangerous, as well as the muzzling and neutering requirements.”

(H) When the cost of animal control and enforcement and related processes exceeds the stated fee (minimum charge) the Council may recover all additional costs on a time and cost basis. Note: Dogs must be registered by three months of age.

		1 July 2022– 30 June 2023	1 July 2023– 30 June 2024
<b>21.1</b>	<b>Dog registration fees</b>		
	Disability assist dogs	Free	Free
	Micro-chip fee per dog <sup>(H)</sup>	\$17.00	\$19.00
	<b>Rural dogs*</b>		
	Rural (per 1 <sup>st</sup> and 2 <sup>nd</sup> dog)	\$63.00	\$66.00
	Rural (per subsequent dog)	\$30.00	\$31.00
	Late registration penalty fee - rural	\$30.00	\$31.00
	Menacing dog – rural	\$63.00	\$66.00
	Dangerous dog – rural	\$95.00	\$99.00
	<b>Urban dogs</b>		
	Urban un-neutered dog	\$95.00	\$99.00
	Urban de-sexed dog	\$63.00	\$66.00
	Urban de-sexed dog fee reductions will only be given at the commencement of the registration year and upon receipt of a veterinarian's certificate.		
	Responsible dog owners (per dog) – urban only	\$58.00	\$60.00
	Late registration penalty fee – urban	\$44.00	\$46.00
	Menacing dog - urban	\$95.00	\$99.00
	Dangerous dog – urban	\$142.00	\$148.00
	Penalty fee for late registration of urban de-sexed dogs	\$30.00	\$31.00
	Licence to keep three or more dogs (urban)	\$51.00	\$54.00
	Renewal of licence to keep three or more dogs	\$26.00	\$27.00
	Dog owners are advised that the fees set out above become due for payment on 1 July each year.		

**1 July 2022–  
30 June 2023**      **1 July 2023–  
30 June 2024**

\* Rural fees apply to all dogs that are kept on properties within the Rural A, B & C Zones of the Ashburton District Plan. For all other zones the urban dog registration fee will apply.

<b>21.2</b>	<b>Impounding fees - dogs</b>		
	First offence	\$90.00	\$94.00
	Second or more offence (per offence)	\$224.00	\$233.00
	Microchip fee <sup>(H)</sup>	\$17.00	\$19.00
	Daily sustenance fee – charged on impound and every 24 hours thereafter	\$17.00	\$18.00
<b>21.3</b>	<b>Impounding fees – stock</b>		
	Stock call-out fee <sup>(H)</sup>	\$129.00	\$135.00
	Impounding fee per head (when stock have to be transported to alternative areas for impounding)	\$107.00	\$112.00
	Daily sustenance fee	At cost	At cost

## 7. Councillor Reports

### 7.1 Deputy Mayor Liz McMillan

#### 7.1.1 Meetings

In addition to the usual Council meetings and workshops I have attended the following meetings and events:

##### March 2023

- 16 Mar: Standing Orders workshop
- 20 Mar: Mt Hutt College International students
- 21 Mar: Na Ruz celebrations with Tuia rep, Poppy Surridge
- 24 Mar: Safe Communities steering group meeting / Safe families BBQ
- 27 Mar: Safer Mid Canterbury Board meeting [*included a site visit of the new building that Safer Mid Canterbury will move into as part of Community House. The building will be fitted out over the next few months and will work well as offices for Safer Mid Canterbury.*]
- 28 Mar: Community Vehicle Trust meeting, Ākona training, Mayfield Reserve Board and Hall triennial meeting, and Refugee stakeholders meeting [*at the refugee stakeholders meeting it was stated that there is a real need for public transport in Ashburton.*]
- 30 Mar: Councillors bus trip
- 31 Mar: Community meeting with BNZ staff in Methven

##### April 2023

- 3 Apr: Canterbury regional landfill meeting at CCC [*Transwaste made a presentation to the Canterbury Regional landfill committee and are interested in presenting to a Council meeting in the near future.*]
- 4 Apr: Waka Kotahi presentation / Ākona workshop
- 5 Apr: Methven Reserve Board
- 6 Apr: Presentation of plaque to Hoops
- 11 Apr: Western Ward candidates meeting
- 12 Apr: Waste management workshop
- 13 Apr: MTFJ update, Code of Conduct seminar, Mayor's meeting with Ngai Tahu Chair Fiona Pimm
- 14 Apr: Ōpuke gathering at Mt Hutt Memorial Hall
- 16 Apr: Barrhill community meeting
- 18 Apr: PCG meeting and Ashburton Settlement Steering Group meeting

#### Recommendation

**That** Council receives the Deputy Mayor's report.

## 8. Mayor's Report

### 8.1 Local Government New Zealand

- **Conference and Annual General Meeting**

The LGNZ Conference will be held in Christchurch, 26/28 July 2023. The AGM is to be held, in person, on Wednesday 26 July at 2.30pm in Christchurch.

I plan to attend, along with the Deputy Mayor and Chief Executive, and as the Conference is being held the South Island, there is opportunity for two other Councillors to attend. We will look to finalising these arrangements and confirm Council's delegates in May.

- **Remit process**

LGNZ have invited member authorities to submit proposed remits for consideration ahead of the AGM. The application form [linked here](#) includes information about the remit process and criteria and a [list of frequently asked questions](#) has also been provided. Remit applications are due on Wednesday 24 May 2023. Notice is being provided now to allow members of zones and sectors to gain the required support necessary for their remit.

At this stage I do not have any remits to propose; if any Councillors wish to propose a remit please let me know.

### 8.2 Mayor's Taskforce for Jobs Employment Initiative

Ashburton District Council has recently been awarded a "Mayors Taskforce for Jobs" pilot scheme. It means that Ashburton is part of a nationwide initiative that aims to help young people in the community find employment, education, and training opportunities.

Council, including myself and the Deputy Mayor, are working closely with local businesses, community organisations and government agencies to create tailored solutions for the area to help young people find appropriate education, training, and work opportunities in the Ashburton district. It's a great opportunity for Ashburton to have a positive impact on its young people and help them to build a career and achieve their goals.

The first placement has been made with a local young person obtaining a job at Ashburton hospital working as part of the health facility's security workforce. There are now six other appointments in various employment been made

This is a very positive start to the programme and its satisfying to all involved to see the progress and the results being achieved .

### 8.3 Meetings

- **Mayoral calendar**

**April 2023**

- 7 April: Croquet NZ U21 Golf Croquet tournament opening – Cr Carolyn Cameron deputised

- 12 April: Waste Management workshop
- 13 April: Mayor's Taskforce for Jobs Employment Initiative programme meeting
- 13 April: Code of Conduct workshop
- 13 April: Fiona Pimm – Chair Arowhenua Runanga along with Deputy Mayor Liz McMillan, Cr Carolyn Cameron and CE Hamish Riach
- 13 April: Bernice Mara – Waitaha Health along with Cr Carolyn Cameron
- 14 April: M. Bovis Advisory group
- 14 April: Ōpuke Gathering (Irish Festival)
- 15 April: Ashburton Aviation Great Plains Fly-In
- 17 April: Roger Sutton – EA Networks with CE Hamish Riach
- 17 April: Advance Ashburton District Council
- 18 April: Library and Civil Centre PCG
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### **Recommendation**

**That** Council receives the Mayor's report.

Neil Brown

**Mayor**