

Waimakariri District Council

Agenda

Tuesday 7 May 2024

1.00pm

Kaikanui Meeting Room
Ruataniwha Kaiapoi Civic Centre
176 Williams Street, Kaiapoi

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

| <u>AGENDA CONTENTS – COUNCIL MEETING 7 May 2024</u> | | |
|--|---|---------------------|
| <u>Item Number</u> | <u>Item Topic</u> | <u>Pages</u> |
| 4.1 | Confirmation of Minutes – Council meeting 2 April 2024 | 9 - 22 |
| Adjourned business | | |
| 6.1 | Nil | |
| Staff Reports | | |
| 7.1 | Northern Pegasus Bay Bylaw 2024 – Draft for Consultation | 23 - 161 |
| 7.2 | Draft Long Term Plan Submissions Overview and Late Submissions | 162 – 165 |
| 7.3 | Proposed Changes to Treasury Policy | 166 - 207 |
| 7.4 | Local Government New Zealand (LGNZ) Conference Attendance 2024 | 208 - 214 |
| Matter Referred | | |
| 8.1 | Proposed Land Exchange 124 Church St and 229a King St, Rangiora | 215 - 226 |
| Health, Safety and Wellbeing | | |
| 9.1 | Health, Safety and Wellbeing Report April 2024 | 227 - 237 |
| Minutes for Information | | |
| 10.1 | CWMS Waimakariri Water Zone Committee meeting 4 March 2024 | 238 – 245 |
| 10.2 | Audit and Risk Committee meeting 12 March 2024 | 246 – 254 |
| 10.3 | Community and Recreation Committee meeting 19 March 2024 | 255 – 263 |
| 10.4 | Utilities and Roading Committee meeting 19 March 2024 | 264 – 273 |
| 10.5 | Utilities and Roading Committee meeting 16 April 2024 | 274 – 286 |
| 10.6 | District Planning and Regulation Committee 16 April 2024 | 287 - 292 |
| 11.1 | Kaiapoi-Tuahiwi Community Board meeting 18 March 2024 | 293 – 304 |
| 11.2 | Oxford-Ohoka Community Board meeting 3 April 2024 | 305 – 311 |
| 11.3 | Woodend-Sefton Community Board meeting 9 April 2024 | 312 – 318 |
| 11.4 | Rangiora-Ashley Community Board meeting 10 April 2024 | 319 – 327 |
| 11.5 | Kaiapoi-Tuahiwi Community Board meeting 15 April 2024 | 328 - 334 |
| Mayors Diary | | |
| 12.1 | Mayors Diary 25 March – 28 April 2024 | 335 - 337 |

The Mayor and Councillors
WAIMAKARIRI DISTRICT COUNCIL

An ordinary meeting of the Waimakariri District Council will be held in the Kaikanui Room, Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, **Kaipoi**, on **Tuesday 7 May 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

- 3.1 **Keith Galloway** – former Community Board member – Rangiora Community Board from 2010 – 2016 and Rangiora-Ashley Community Board from 2016 – 2019.

4. CONFIRMATION OF MINUTES

4.1 **Minutes of a meeting of the Waimakariri District Council held on Tuesday 2 April 2024**

9 – 22

RECOMMENDATION

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 2 April 2024.

MATTERS ARISING (from Minutes)

5. DEPUTATIONS AND PRESENTATIONS

5.1 **D Fordyce and M Scown**

Messrs Mark Scown and David Fordyce will be presenting their views in relation to a proposed Solar Farm at 87 Upper Sefton Road.

6. ADJOURNED BUSINESS

Nil.

7. REPORTS

- 7.1 **Northern Pegasus Bay Bylaw 2024 – Draft for Consultation** – S Docherty (Senior Policy Analyst) on behalf of the Northern Pegasus Bay Bylaw Hearing Panel

23 - 161

RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 240322045967.
- (b) **Approves** the *Northern Pegasus Bay Bylaw 2024 – Draft for Consultation* (Attachment i, 240321044727) for public consultation, to occur between mid-May and mid-June 2024.
- (c) **Approves** the *Northern Pegasus Bay Bylaw 2024 Implementation Plan – Draft for Consultation* (Attachment ii, 240321044722) for public consultation, to occur between mid-May and mid-June 2024.
- (d) **Nominates** the General Manager, Strategy, Engagement and Economic Development to approve any minor edits to the *Northern Pegasus Bay Bylaw 2024 - Draft for Consultation and Implementation Plan* (Attachments i and ii) (final print ready version) as required prior to public consultation commencing.
- (e) **Notes** it is not intended that the Northern Pegasus Bay Bylaw 2016 (amended 2023) Hearing Panel should have to meet again but may be required if there is strong conflicting views on the proposed changes that the Hearing Panel may wish to consider.
- (f) **Approves** the Northern Pegasus Bay Bylaw 2016 (amended 2023) Hearing Panel consist of Councillors A Blackie (Chair), J Goldsworthy, P Redmond and Kaiapoi-Tuahiki Board Member T Bartle and Woodend-Sefton Community Board Member S Powell, should the panel be required to reconvene.
- (g) **Notes** that a final *Northern Pegasus Bay Bylaw 2024 and Implementation Plan*, based on the comments received during consultation, will be presented to the Council for adoption in August 2024.
- (h) **Notes** the 2024 Beach User Survey (attachment vii) was completed by 380 beach users. Consistent with previous surveys in 2019 and 2021 this survey identified the main issues relating to vehicles and dogs.
- (i) **Circulates** this report to the Community Boards for information.

- 7.2 **Draft Long Term Plan Submissions Overview and Late Submissions** – H Street (Corporate Planner)

162 - 165

RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 240424065611.
- (b) **Approves** two late submissions from Recreation Aotearoa, and Trevor Smith, received after the LTP submissions deadline of 15th April, be received, included as part of the Draft Long-Term Plan consultation and engagement process.
- (c) **Notes** that a further and more comprehensive Deliberations SCP Report will be completed by the 9 May and provided to Councillors ahead of the upcoming Deliberations scheduled for May.

7.3 **Proposed Changes to Treasury Policy** – G Bell (Acting General Manager Finance and Business Support)

166 - 207

RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 240407053570.
- (b) **Approves** the amendments made to the Treasury Policy.
- (c) **Notes** the amendments do not have a financial impact for the Council and the treasury framework in place minimises any risk to treasury compliance.
- (d) **Notes** that the changes proposed do not have an impact on the financial strategy included in the Long-Term Plan for 2024-34.

7.4 **Local Government New Zealand (LGNZ) Annual Conference Attendance 2024** – S Nichols (Governance Manager)

208 - 214

RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 240420062990.
- (b) **Approves** Councillor attending the Local Government New Zealand Conference from 21 to 23 August 2024 in Wellington, accompanying the Mayor and Chief Executive.
- (c) **Notes** a report from attendees will be provided to a future workshop to discuss information and opportunities learnt from the attendance.

8. **MATTER REFERRED FROM THE RANGIORA-ASHLEY COMMUNITY BOARD MEETING OF 10 APRIL 2024**

8.1 **Proposed Land Exchange between Council's Drama Club Reserve (124 Church Street) and a pending Faye Construction Ltd Neighbouring Residential Development at 229A King Street**

(refer to attached copy of report no. 240326047829 to the Rangiora-Ashley Community Board) and minutes of this Community Board meeting, Item 11.5 on this agenda.)

215 - 226

THAT the Council:

- (a) **Approves** the implementation of the exchange of land between the Council and Faye Construction as identified within attachment iii. Land Exchange Strips in relation to properties 229a King Street and 124 Church Street.
- (b) **Notes** the request is to swap of 317m² of Council owned land on Drama Club Reserve (124 Church Street) for 496m² of Faye Construction owned land at 229a King Street.
- (c) **Notes** that the swap will enable a pedestrian linkage from the end of Church Street through to King Street, improving the pedestrian walkability of this area.
- (d) **Notes** that the area of Drama Club land proposed to be swapped is currently overflow car park from the previous tennis courts and of poor recreational value.
- (e) **Notes** that the land swap will not come at a cost to the Council and the development of this space will be funded through the developer. It is anticipated that the land swap will create negligible additional ongoing operational costs.

9. **HEALTH, SAFETY AND WELLBEING**

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

227 - 237

RECOMMENDATION

THAT the Council

- (a) **Receives** report no. 240422063615.
- (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 Board for their information.

10. **COMMITTEE MINUTES FOR INFORMATION**

10.1 **Minutes of a meeting of the CWMS Waimakariri Water Zone Committee of 4 March 2024**

238 - 245

10.2 **Minutes of a meeting of the Audit and Risk Committee of 12 March 2024**

246 - 254

10.3 **Minutes of a meeting of the Community and Recreation Committee of 19 March 2024**

255 - 263

10.4 **Minutes of a meeting of the Utilities and Roading Committee of 19 March 2024**

264 - 273

10.5 **Minutes of a meeting of the Utilities and Roading Committee of 16 April 2024**

274 - 286

10.6 **Minutes of a meeting of the District Planning and Regulation Committee of 16 April 2024**

287 - 292

RECOMMENDATION

THAT Items 10.1 – 10.6 be received for information.

11. **COMMUNITY BOARD MINUTES FOR INFORMATION**

11.1 **Minutes of the Kaiapoi-Tuahiwi Community Board meeting of 18 March 2024**

293 - 304

11.2 **Minutes of the Oxford-Ohoka Community Board meeting of 3 April 2024**

305 - 311

11.3 **Minutes of the Woodend-Sefton Community Board meeting of 9 April 2024**

312 - 318

11.4 **Minutes of the Rangiora-Ashley Community Board meeting of 10 April 2024**

319 - 327

11.5 **Minutes of the Kaiapoi-Tuahiwi Community Board meeting of 15 April 2024**

328 - 334

RECOMMENDATION

THAT Items 11.1 to 11.5 be received for information.

12. **MAYORS DIARY**

12.1 **Mayors Diary – Monday 25 March – Sunday 28 April 2024**

335 - 337

RECOMMENDATION

THAT the Council:

- (a) **Receives** report number 240502070178.

13. **COUNCIL PORTFOLIO UPDATES**

- 13.1 **Iwi Relationships** – Mayor Dan Gordon
- 13.2 **Greater Christchurch Partnership Update** – Mayor Dan Gordon
- 13.3 **Government Reforms** – Mayor Dan Gordon
- 13.4 **Canterbury Water Management Strategy** – Councillor Tim Fulton
- 13.5 **Climate Change and Sustainability** – Councillor Niki Mealings
- 13.6 **International Relationships** – Deputy Mayor Neville Atkinson
- 13.7 **Property and Housing** – Deputy Mayor Neville Atkinson

14. **QUESTIONS**

(under Standing Orders)

15. **URGENT GENERAL BUSINESS**

(under Standing Orders)

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:

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 2 April 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 Section 7(2)(i). |
| REPORTS | | | |
| 16.2 | Acquisition of Easements and Entry Agreements, Rangiora | 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) and (i). This report will remain in Public Excluded until the various negotiations and transactions are concluded, after which the recommendations included in the report may be released |
| 16.3 | Land Purchase for Ohoka Water Treatment Plant Upgrade | 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), and (i), but that recommendations a, c, d, e, f, |

| Item No. | Subject | Reason for excluding the public | Grounds for excluding the public- |
|----------|--|--|--|
| | | | g, h, i, k and l can be made public after completion of the successful purchase |
| 16.4 | Contract for Rating Valuation Services and Valuation Database Management | 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. |

CLOSED MEETING

Refer to Public Excluded Agenda (separate document)

OPEN MEETING

17. NEXT MEETING

The Council will meet again to hear submissions on the Long Term Plan as follows:

- 9am on Wednesday 8 May 2024, in the Kaikanui Room, Ruataniwha Kaiapoi Civic Centre, Kaiapoi.
- 2.30pm on Wednesday 8 May 2024, in the Oxford Town Hall, Main Street, Oxford
- 9am on Thursday 9 May 2024, in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora
- 9am on Friday 10 May 2024, in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora.

The Council will then meet to deliberate on the Long Term Plan in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora as follows:

- 9am on Tuesday 21 May
- 9am on Wednesday 22 May

The next ordinary monthly meeting of the Council is scheduled for **Tuesday 4 June 2024**, commencing at 1pm, to be held in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora.

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.

Moved: Councillor Redmond

Seconded: Councillor Brine

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 intend 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 4th 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 (Trousselet 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 Johnno 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 Arohata 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)). |
| REPORTS | | | |
| 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**

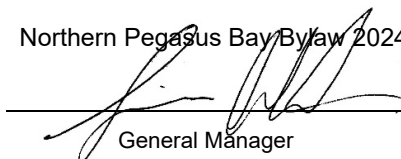
The next ordinary meeting of the Council is scheduled for Tuesday 7 May 2024, commencing at 1pm, to be held in the Kaikanui Room, Ruataniwha Kaiapoi Civic Centre, Kaiapoi.

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

CONFIRMED

Signed
Mayor Dan Gordon

Date

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** Gov-01 11 / 240322045967**REPORT TO:** COUNCIL**DATE OF MEETING:** 7 MAY 2023**AUTHOR(S):** Sylvia Docherty, Senior Policy Analyst, on behalf of the Northern Pegasus Bay Bylaw Hearing Panel**SUBJECT:** Northern Pegasus Bay Bylaw 2024 – Draft for Consultation**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. The purpose of this report is to obtain the Council's approval to consult the public on the proposed Northern Pegasus Bay Bylaw 2024.
- 1.2. The proposed Northern Pegasus Bay Bylaw 2024 applies to all of the beaches within the Waimakariri District Council's jurisdiction and its purpose is to control activities on the beaches in order to manage conflicting recreational uses, minimise any environmental impacts arising from this activity, protect and promote public health and safety and minimise the potential for offensive behaviour in public places.
- 1.3. Key changes proposed for the Bylaw are:
 - 1.3.1. Add *Protect the natural and cultural value of the foreshore and estuary environment* to the overall purpose of the Bylaw.
 - 1.3.2. Extend the prohibited area for drone, model aircraft and taking off and landing off aircraft within the Ashley River/Rakahuri and Saltwater Creek estuarine areas to include adjacent beach areas.
 - 1.3.3. Amend the clause prohibiting dogs from the Ashley River/Rakahuri and Saltwater Creek estuarine areas by removing the exemption for holders of Fish and Game Hunting Licenses during gamebird hunting season.
 - 1.3.4. Extend the prohibited area for dogs to include the entirety of the spit adjacent to the estuarine area to the low tide mark north of the Waikuku northern car park and south of the Ashley River / Rakahuri.
 - 1.3.5. Prohibit fires and fireworks but allow cultural cooking fires and braziers.
 - 1.3.6. Remove the need for an agreement with Fenton Reserves/Entitlements Trustees.
 - 1.3.7. Include a new clause that acknowledges the Hurunui District Council Northern Pegasus Bay Bylaw.
- 1.4. The key changes have been developed following public consultation that ran from 20 December 2023 to 1 March 2024 including a Let's Talk .. About Our Beaches campaign and the 2024 Beach User Survey.

- 1.5. The Northern Pegasus Bay Bylaw 2016 (amended 2023) Hearing Panel met on 4 April 2024 to review the consultation submissions and provide staff with direction on changes to the Bylaw and Implementation Plan. It is not intended that the Hearing Panel should have to meet again but may be required if there is strong conflicting views on the proposed changes that the Hearing Panel may wish to consider. Should the Hearing Panel need to reconvene then it will consist of Councillors A Blackie (Chair), J Goldsworthy, P Redmond and Kaiapoi-Tuahiwi Board Member T Bartle and Woodend-Sefton Community Board Member S Powell.
- 1.6. The draft Implementation Plan (Plan) was prepared following a review of the first Plan, recognising that several of the actions are considered of an ongoing nature. The proposed Plan identifies long-term/ongoing implementation requirements as well as projects.
- 1.7. Updated Terms of Reference (attachment v) for the Northern Pegasus Bay Advisory Group updates the document from being a newly formed group and includes a regular review in line with the Bylaw review cycle and seeks membership representation from those fishing at the Kairaki Beach / Waimakariri river mouth.
- 1.8. The Bylaw will continue to receive its empowerment through Sections 145, 146 and 153 (3) of the *Local Government Act 2002* and sections 22AB(1)(b), 22AB(1)(c), 22AB(1)(f) and 22AB(1)(zk) of the *Land Transport Act 1998*.
- 1.9. The Special Consultative Procedure outlined in the *Local Government Act 2002* will be used to consult the public about the proposed revised 2024 Bylaw. Subject to Council approving that the draft Northern Pegasus Bay Bylaw 2024 and Implementation Plan is released for consultation, it is anticipated that submissions are invited from mid-May to mid-June 2024. Staff will then consider feedback received and prepare a final NPBB 2024 and Implementation Plan, to be presented to Council for adoption in August 2024.

Attachments:

- i. Northern Pegasus Bay Bylaw 2024 – Draft for Consultation (240321044727)
- ii. Northern Pegasus Bay Bylaw 2024 Implementation Plan – Draft for Consultation (240321044722)
- iii. Northern Pegasus Bay Bylaw 2024 Statement of Proposal (230912142304)
- iv. Northern Pegasus Bay Bylaw 2016 (amended 2023) Section 155 Report (240408053724)
- v. Northern Pegasus Bay Advisory Group Updated Terms of Reference Draft (240322045782)
- vi. Northern Pegasus Bay Bylaw Hearing Panel Minutes 04 April 2024 (240328049913)
- vii. 2024 Beach Users Survey Report (240424065071)
- viii. Northern Pegasus Bay Bylaw Area Boundary Map (240220025147)

2. **RECOMMENDATION**

THAT the Council:

- (a) **Receives** Report No. 240322045967.
- (b) **Approves** the *Northern Pegasus Bay Bylaw 2024 – Draft for Consultation* (Attachment i, 240321044727) for public consultation, to occur between mid-May and mid-June 2024.
- (c) **Approves** the *Northern Pegasus Bay Bylaw 2024 Implementation Plan – Draft for Consultation* (Attachment ii, 240321044722) for public consultation, to occur between mid-May and mid-June 2024.
- (d) **Nominates** the General Manager, Strategy, Engagement and Economic Development to approve any minor edits to the *Northern Pegasus Bay Bylaw 2024 - Draft for Consultation and Implementation Plan* (Attachments i and ii) (final print ready version) as required prior to public consultation commencing.

- (e) **Notes** it is not intended that the Northern Pegasus Bay Bylaw 2016 (amended 2023) Hearing Panel should have to meet again but may be required if there is strong conflicting views on the proposed changes that the Hearing Panel may wish to consider.
- (f) **Approves** the Northern Pegasus Bay Bylaw 2016 (amended 2023) Hearing Panel consist of Councillors A Blackie (Chair), J Goldsworthy, P Redmond and Kaiapoi-Tuahiti Board Member T Bartle and Woodend-Sefton Community Board Member S Powell, should the panel be required to reconvene.
- (g) **Notes** that a final *Northern Pegasus Bay Bylaw 2024 and Implementation Plan*, based on the comments received during consultation, will be presented to the Council for adoption in August 2024.
- (h) **Notes** the 2024 Beach User Survey (attachment vii) was completed by 380 beach users. Consistent with previous surveys in 2019 and 2021 this survey identified the main issues relating to vehicles and dogs.
- (i) **Circulates** this report to the Community Boards.

3. **BACKGROUND**

- 3.1. The Northern Pegasus Bay Bylaw 2016 (amended 2023) regulates recreational activities along the coastal strip of the District and includes the environmentally significant Ashley – Rakahuri River Estuary. Attachment viii outlines the Bylaw area.
- 3.2. The Bylaw has been instrumental in improving coastal management for Northern Pegasus Bay since it was introduced in 2010. However, there are environmental, health and safety, public nuisance and implementation issues still affecting the coastal area and consideration needs to be given to what additional regulatory and non-regulatory measures could be taken to resolve or reduce the issues.
- 3.3. The Northern Pegasus Bay Advisory Group was established in 2018 to ensure the purposes of the Bylaw are achieved with a responsibility to oversee the progress of the Northern Pegasus Bay Bylaw Implementation Plan.
- 3.4. At the meeting on 2 May 20023, the Council adopted the Northern Pegasus Bay Bylaw 2016 (amended 2023) as an interim bylaw noting that a full bylaw review with stakeholder and community consultation would then be undertaken.
- 3.5. Key dates of the Bylaw Review Project Plan:

| Project milestone | Dates |
|---|--------------------------------|
| Project scoping | August/September 2023 |
| Meeting of the Northern Pegasus Bay Advisory Group | 30 August 2023 |
| Report to the Joint Council/Rūnanga meeting | 7 September 2023 |
| Meeting of the Northern Pegasus Bay Advisory Group | 4 October 2023 |
| Council workshop with project update | 10 October 2023 |
| Report to Council to approve public consultation and appoint councillors to the Hearing Panel | 7 November 2023 |
| Report to Woodend-Sefton Community Board to appoint member to the Hearing Panel | 4 December 2023 |
| Let's Talk About Our Beaches campaign | 22 December '23 to 1 March '24 |
| 2024 Beach Users Survey | 22 December '23 to 1 March '24 |

| | |
|---|------------------------|
| Community engagement event: Pines/Kairaki Community Centre | 12 February 2024 |
| Community engagement event: Pegasus Community Cuppa | 14 February 2024 |
| Report to Kaiapoi-Tuahiwi Community Board to appoint member to the Hearing Panel | 19 February 2024 |
| Northern Pegasus Bay Bylaw 2016 (amended 2023) Hearing Panel meeting | 4 April 2024 |
| Report to the Joint Council/Rūnanga meeting | 17 April 2024 |
| Report to Council to approve public consultation on the draft Northern Pegasus Bay Bylaw 2024 | 07 May 2024 |
| Public consultation on the draft 2024 Northern Pegasus Bay Bylaw | 15 May to 14 June 2024 |
| Community engagement event: Waikuku | Dates tbc |
| Community engagement event: Pegasus | Dates tbc |
| Community engagement event: Pines/Kairaki | Dates tbc |
| Community engagement event: Canterbury Aero Club | Date tbc |
| Analysis of submissions received | |
| Meeting of the Northern Pegasus Bay Advisory Group | June 2024 |
| Northern Pegasus Bay Bylaw 2016 (amended 2023) Hearing Panel meeting | If required |
| Report to Council to adopt the Northern Pegasus Bay Bylaw 2024 | July / August 2024 |
| Implement the Northern Pegasus Bay Bylaw 2024 | August 2024 onwards |

3.6. Public consultation on the Bylaw was undertaken from 22 December 2023 to 1 March 2024 as an early engagement approach to understand what is working well and what elements of the Bylaw require review before any changes to the Bylaw could be determined. The consultation took two different approaches; the Bylaw consultation sought feedback on the existing Bylaw and received 48 submissions. The 2024 Beach Users Survey provided an opportunity for broader feedback on the beaches and estuary with 380 responses received.

3.7. The requests for changes to the existing Bylaw were reviewed by the Northern Pegasus Bay Advisory Group for feedback. Decisions from the Northern Pegasus Bay Bylaw 2016 (amended 2023) Hearing Panel are included in the proposed Northern Pegasus Bay Bylaw 2024.

3.8. Following the Special Consultative Procedure consultation on the draft Bylaw it is expected that the final draft will be reported to the Council to adopt in July/August 2024.

3.9. **Implications for Community Wellbeing**

There are implications on community wellbeing by the issues and options that are the subject matter of this report. The Northern Pegasus Bay is an area of the District that supports recreation and social connection. Community feedback has been a key part of this review process to determine that the Northern Pegasus Bay Bylaw continues to be the most appropriate way of addressing the social, cultural and environmental issues in the area.

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

4. **NORTHERN PEGASUS BAY BYLAW 2016 (AMENDED 2023) HEARING PANEL**

- 4.1. At the meeting on 7 November 2023 the Council appointed Councillors Blackie (portfolio holder), Councillor Goldsworthy and Councillor Redmond, a representative of the Woodend-Sefton Community Board and a representative of the Kaiapoi-Tuahiwi Community Board, to the Northern Pegasus Bay Bylaw 2016 (amended 2023) Hearing Panel (Hearing Panel). Woodend-Sefton Community Board appointed S Powell and Kaiapoi-Tuahiwi Community Board appointed T Bartle.
- 4.2. At the meeting of the Northern Pegasus Bay Bylaw 2016 (amended 2023) Hearing Panel on 4 April 2024, Councillor Blackie was appointed Chairperson. Verbal presentations were made to the Hearing Panel from four submitters, they were Ashley Fisherman's Association, Ashley Rakahuri Rivercare Group, Waimakariri Biodiversity Trust and the Woodend-Sefton Community Board.
- 4.3. The Hearing Panel were provided with a copy of the 48 submissions received in the consultation process, a summary of the 2024 Beach User Survey and feedback from the Northern Pegasus Bay Advisory Group on submission requests.
- 4.4. The Northern Pegasus Bay Bylaw Hearing Panel made the following decisions:
 - 4.4.1. **Receives** Report No. 240209018866
 - 4.4.2. **Receives** and considers all submissions on the Northern Pegasus Bay Bylaw.
 - 4.4.3. **Requests** staff to prepare a Statement of Proposal for changes to the Northern Pegasus Bay Bylaw that reflect the decisions made by the Hearing Panel, as below:
 - 4.4.4. **Amend** the Bylaw to prohibit dogs along the entire sandspit north of the northern Waikuku Beach carpark.
 - 4.4.5. **Amend** the Bylaw to prohibit planes landing in the estuarine area and adjoining beach.
 - 4.4.6. **Amend** the Bylaw to prohibit fire and the use of fireworks in the coastal Bylaw area, with an allowance for permits issued by FENZ for exemptions (to be defined)
 - 4.4.7. **Include** the following additional Clause in section 3.1 of the Bylaw document:
Protect the natural and cultural value of the foreshore and estuary environment.
 - 4.4.8. **Request** staff to include actions in the new Implementation Plan to support increased resources for education/promotion to help raise awareness of the Bylaw.
 - 4.4.9. **Request** staff to include actions in the new Implementation Plan to review the existing monitoring and enforcement to increase capacity/effectiveness.
 - 4.4.10. **Request** staff to include actions in the new Implementation Plan to review existing signage on the beaches/estuary to support the Bylaw.
 - 4.4.11. **Request** staff to include actions in the new Implementation Plan to consider accessibility requirements when renewing or introducing amenities and physical structures in the Bylaw area.

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

As per the Terms of Reference, membership of the Northern Pegasus Bay Advisory Group includes Te Ngāi Tūāhuriri Rūnanga and Fenton Reserve Trustees. Te Ngāi Tūāhuriri Rūnanga have not yet been represented on the Advisory Group. Staff provided an update on the Bylaw review at the bi-monthly Rūnanga/Council meeting in September 2023 and April 2024. Feedback from the recent meeting noted that the Rūnanga is represented on the Board of Te Kōhaka o Tūhaitara Trust and asked staff to email proposed Bylaw changes to the Rūnanga to be passed to the Executive for review and comment.

The current Bylaw includes a clause requiring an agreement with Fenton Reserves/Entitlements Trustees. Unfortunately, despite several meetings, further progress has not been able to be made on the development of a Fenton Reserve Agreement and Code of Conduct due to agreed actions not being completed. A draft Agreement prepared by Council staff in 2016 did not receive feedback and Council's feedback on a draft Code of Conduct prepared by a representative of the Fenton Reserve Trustees has not resulted in the sign-off of a final document by the three parties involved. Operationally this is not currently an issue as there have been no recorded issues regarding the use of the Ashley-Rakahuri Estuary by Fenton Trustees. However, the Trustees were made exempt from the Bylaw on the understanding an agreement would be in place. A summary document has been prepared of this work and consideration of whether an agreement is required will be included in the 2029 review of the Bylaw.

5.2. **Groups and Organisations**

The Northern Pegasus Bay Advisory Group was established to represent the groups and organisations most affected by this Bylaw. The Ashley Fisherman's Association have notified staff that they are opposed to the new Bylaw clause prohibiting dogs from accessing the spit adjacent to the estuary and have removed themselves temporarily from the group until the conclusion of this review. It is also recognised that a significant increase in fishing activity at Kairaki Beach / Waimakariri river mouth is not represented in the group.

5.3. **Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. This primarily relates to the residents and members of the wider public that may have concerns around the prohibited and restricted activities of the Bylaw and the impact on the coastal environment where breaches of the Bylaw occur.

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 Long Term Plan. Currently there are two budgets within the recreation account which are used for enforcement and infrastructure development related to the Northern Pegasus Bay Bylaw. An operational budget of \$21,530 and a capital budget of \$22,020 is available for this financial year.

Enforcement is undertaken by Environment Canterbury (ECan) via a ranger service. The cost of this service is split between the council and ECan with each organisation's share being \$29,760 per year. The schedule for ranger services is agreed between both Councils and is based on known high use periods, weather, and tides. For the winter months, when use of the beach is limited, the ranger service is reduced to half a day at weekends. During peak times, which include the white bait season and summer holiday period, the service is increased to 5 half days a week.

Submissions and Beach User Survey feedback indicates concern about the effectiveness of the monitoring and enforcement currently undertaken. An ECan representative has indicated that there is no further capacity to extend the existing provision with ECan rangers. Any changes to the existing ranger patrol service for monitoring and enforcement would need to consider a different model that would require additional funding.

6.2. **Sustainability and Climate Change Impacts**

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

The Bylaw prohibits vehicles and motorbikes from riding on the dunes. Previous research concluded that the higher the sand dunes were, the more they protected people from coastal hazards. Driving on dunes destroys vegetation that helps to bind the sand together and compacts the sand. This can lead to an unstable dune system that is more at risk from the climate change risks of extreme weather events and sea level rise.

The Bylaw also controls activities in the Ashley/Rakahuri Estuary which is recognised by the International Union for the Conservation of Nature (IUCN) as a wetland of 'international significance'. Over 90 species of birds have been recorded at the Ashley Rakahuri/Saltwater Estuary alone and many of these such as the black-billed gull, black-fronted tern, banded dotterel, and wrybill are rare and endangered species.

6.3 **Risk Management**

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

7.2. **Authorising Legislation**

Local Government Act 2002
 Resource Management Act 1991
 Ngāi Tahu Claims Settlement Act 1998
 Marine and Coastal Area (Tukutai Moana) Act 2011
 Land Transport Act 1998
 Reserves Act 1977
 Conservation Act 1987
 Wildlife Act 1953
 Marine Mammals Protection Act 1978
 Dog Control Act 1996
 Fire and Emergency NZ Act 2017
 Freedom Camping Act 2011

7.3. **Consistency with Community Outcomes**

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

The Bylaw supports the following community outcomes:

- Social: Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.
- Environmental: People are supported to participate in improving the health and sustainability of our environment.
- Environmental: The natural and built environment in which people live is clean, healthy and safe.
- Environmental: Our communities are able to access and enjoy natural areas and public spaces.

7.4. **Authorising Delegations**

The Community and Recreation Committee has delegated authority to administer bylaws for its activities. The most relevant of the listed activities is parks and reserves but only a small parcel of Council-owned reserve land at Kairaki Beach is located within the Northern Pegasus Bay Bylaw area.

The District Planning and Regulation Committee is responsible for the administration of bylaws other than those clearly under the jurisdiction of another standing committee, but the full Council rather than this Committee has traditionally been involved in the preparation of the 2010, 2016 and 2016 (amended 2023) Northern Pegasus Bay Bylaws due to the significance of the coastal area.

WAIMAKARIRI DISTRICT COUNCIL

NORTHERN PEGASUS BAY BYLAW 2024

DRAFT

Chief Executive

Governance Manager



TABLE OF CONTENTS

| | |
|---|----|
| PREAMBLE | 3 |
| 1. TITLE | 10 |
| 2. DATE OF COMMENCEMENT | 10 |
| 3. APPLICATION AND PURPOSE | 10 |
| 4. DEFINITIONS AND INTERPRETATION | 11 |
| PART 1 – PROHIBITED AND RESTRICTED ACTIVITIES IN BEACH AND ADJACENT LAND AREAS | 15 |
| 5. PROHIBITED VEHICLE ACCESS | 15 |
| 6. RESTRICTED VEHICLE ACCESS | 15 |
| 7. USE OF VEHICLES - GENERAL CONDITIONS | 16 |
| 8. PROHIBITED HORSE ACCESS..... | 16 |
| 9. RESTRICTED HORSE ACCESS..... | 16 |
| 10. EQUINE ACTIVITIES – GENERAL CONDITIONS | 17 |
| 11. INTERFERENCE WITH BEACH AREAS AND OTHER BEACH USERS | 18 |
| 12. PROHIBITED FREEDOM CAMPING AREA..... | 18 |
| 13. RESTRICTED AND PROHIBITED AREAS FOR SPECIFIED RECREATIONAL ACTIVITIES..... | 18 |
| 14. RESTRICTED FIRE CONTROL AREA..... | 19 |
| 15. DOG CONTROL | 19 |
| PART 2 – OTHER MATTERS | 20 |
| 16. EXEMPTIONS..... | 20 |
| 17. PERMISSION UNDER THIS BYLAW | 21 |
| 18. FEES..... | 22 |
| 19. BREACHES AND PENALTIES | 22 |
| 20. REVOCATIONS AND SAVINGS | 23 |
| 21. REVIEW OF BYLAW | 23 |
| PART 3 – SCHEDULES | 24 |
| 22. SCHEDULE 1: ASHLEY/RAKAHURI RIVER MOUTH MOTOR VEHICLE ACCESS PERMIT SYSTEM..... | 24 |
| 23. SCHEDULE 2: VEHICLE ACCESS MAP..... | 24 |
| 24. SCHEDULE 3: VEHICLE ACCESS MAP FOR ASHLEY RIVER/RAKAHURI AND SALTWATER CREEK ESTUARINE AREAS | 24 |
| 25. SCHEDULE 4: HORSE ACCESS MAP | 25 |
| 26. SCHEDULE 5: RECREATION ACTIVITY MAP FOR ASHLEY RIVER/RAKAHURI AND SALTWATER CREEK ESTUARINE AREAS | 25 |
| 27. SCHEDULE 6: LAND YACHT ACCESS MAP | 25 |
| 28. AMENDMENT OF SCHEDULES 2 TO 6 | 25 |

WAIMAKARIRI DISTRICT COUNCIL NORTHERN PEGASUS BAY BYLAW 2024

PREAMBLE

This preamble is intended to explain the bylaw's context and general intention.

A number of agencies own or manage land within or adjacent to the area covered by this bylaw. These are the Waimakariri District Council, Environment Canterbury, the Department of Conservation, Land Information NZ Toitū Te Whenua and Te Kōhaka o Tūhaitara Trust.

The proposed bylaw seeks to address the following key issues:

- [Protect the natural and cultural value of the foreshore and estuary environment](#)
- Health and safety of beach users.
- Conflicts between incompatible recreation activities.
- The impact of offensive behaviour on other beach users' enjoyment or use of the beach.
- Impacts of recreation use on the dune systems and on the wildlife and vegetation of the estuaries and lagoons.
- Disturbance and destruction of foreshore habitats.

Legislative Context and Links to other Documents

The management of the coastal environment is legislated by various Acts. These include, but are not limited to, the *Resource Management Act 1991*, *Ngāi Tahu Claims Settlement Act 1998*, *Marine and Coastal Area (Tukutai Moana) Act 2011*, *Local Government Act 2002*, *Land Transport Act 1998*, *Reserves Act 1977*, *Conservation Act 1987*, *Wildlife Act 1953*, *Marine Mammals Protection Act 1978*, *Dog Control Act 1996*, *Fire and Emergency NZ Act 2017*, *Freedom Camping Act 2011* [and Whitebait Fishing Regulations 2021](#).

Additional documents that have been taken into consideration in developing this bylaw include the following:

- Treaty of Waitangi.
- Kemp's Deed.
- Waimakariri District Council Memorandum of Understanding with Te Ngāi Tūāhuriri Rūnanga.
- Mahaanui Iwi Management Plan 2013.
- NZ Coastal Policy Statement 2010 (*Resource Management Act 1991*).
- Regional Coastal Environment Plan for the Canterbury Region 2005 (*Resource Management Act 1991*).
- Waimakariri District Council District Plan and Proposed District Plan (*Resource Management Act 1991*).
- [Waikuku Beach Reserve Management Plan 2010 \(Reserves Act 1977\)](#).
- [Environment Canterbury Ashley Rakahuri Management Plan 2023](#)
- Canterbury (Waitaha) Conservation Management Strategy 2016 (*Conservation Act 1987*).
- Environment Canterbury Navigation Safety Bylaw 2016 (*Local Government Act 1974*).
- Estuarine Research Report 38 – impacts of vehicles on juvenile tuatua on Pegasus Bay surf beaches 2010.
- Estuarine Research Report 39 – assessment of intertidal tuatua 2009.

The legislative boundaries map at the end of this section shows the interface between the various rules and policies contained within the Regional Coastal Environment Plan (coastal marine area boundary), the Waimakariri District Council's District Plan (coastal marine area boundary), the Canterbury Conservation Management Strategy (conservation areas), the proposed Ashley/Rakahuri Regional Park Management Plan, the Reserves Act 1977 (local purpose reserves) and the Ngāi Tahu Claims Settlement Act 1998 (Fenton Reserves and Entitlements).

There are also other Council bylaws that apply to the coastal area. These include the Waimakariri District Council Dog Control Bylaw 2019 and the Alcohol Control Bylaw 2018. Reference has been made in this bylaw to the relevant clauses in bylaws listed, to prevent coastal users having to research other Council bylaws to find out what rules apply.

Significance of Ashley River/Rakahuri and Saltwater Creek Estuarine Areas

The Ashley River/Rakahuri and associated estuarine areas link up with the 550-hectare Tūhaitara Coastal Reserve which stretches 10.5 km from the estuary and contains many protected wetlands. This string of wetlands has important values for some special invertebrate and plant communities and combined creates a large area of significant attraction to birdlife, the majority of which are indigenous and regarded as taonga by local iwi. The estuary, with its large areas of tidal mudflats at the conjunction of the Ashley River/Rakahuri and Pacific Ocean, is recognised as one of the best shorebird feeding sites on the South Island's eastern coastline. It is the largest, least modified estuary in Canterbury with a variety of ecosystems and habitats and observations of up to sixty bird species at any visit are common.

The Ashley River/Rakahuri estuarine area is recognised by the International Union for the Conservation of Nature (IUCN) as a wetland of 'international significance'. The *Regional Coastal Environment Plan for the Canterbury Region* lists the Ashley River/Rakahuri and Saltwater Creek Estuary as an area of 'significant natural value with Māori cultural values; wetlands, estuaries, and coastal lagoons; marine mammals and birds; ecosystems, flora and fauna habitats; historic places; and coastal landforms and associated processes' occurring in the area. The Ashley River/Rakahuri Estuary and wider Pegasus Bay wetlands are designated 'Important Bird Areas' by Birdlife International (of which Forest and Bird is the NZ partner) and the threatened native braided river birds breeding on the river are a priority for protection in the *Biodiversity Strategy for the Canterbury Region*. The Department of Conservation rates the area as being of 'significant conservation value' and is the administering body for five Local Purpose Reserves under the *Reserves Act 1977* and two stewardship areas under the *Conservation Act 1987* located in the area. One of these stewardship areas, known as the Conservation Area Pacific Ocean Foreshore, is described by the Department as being a 'priority ecosystem'. The Banks Peninsula Marine Mammal Sanctuary runs up the coastline extending four nautical miles out to sea from the mean high water springs mark.

The estuarine wetlands are the feeding, roosting, and breeding grounds of a large number of native birds, including some threatened and critically endangered species such as the black-billed gull (the world's most endangered gull), the black-fronted tern, banded dotterel and wrybill. Wrybill, the only bird in the world with a bill that bends sideways, feed in the estuary and breed upstream in the braided river. The wetlands are an important summer resting and feeding site for a large number of locally resident and migrant wader species. Wrybills, banded dotterels, pied stilts and pied oystercatchers start to pass through in late August with small numbers of other northern hemisphere wading birds arriving in September and staying into April. Godwits also arrive in September to feed and rest after an 11,000 km non-stop trip from Alaska, preparing for their return journey in later March. In winter the Estuary is home to the white heron and very rare black stilt. The area is also an important breeding ground for fish such as flounder and whitebait.

~~As part of the Bylaw consultation process, Local~~ conservation-orientated organisations and bird specialists ~~identified~~ identify a number of activities that could have a negative impact on the important ecological and wildlife values of the Ashley River/Rakahuri and Saltwater Creek estuarine areas. The ~~need to offer additional protection to this internationally significant area was well supported by submitters to the proposed 2015 Bylaw and the proposed 2016~~ bylaw attempts to reduce the tension between environmental protection and recreational use by prohibiting activities that are able to be carried out elsewhere on the beach and restricting other site-specific activities. Examples of prohibited activities that can be carried out in other less ecologically sensitive coastal areas are horse riding, exercising dogs, land yachting, using model aircraft and drones, and taking off or landing planes, microlights and helicopters.

Aerial activities can be seen as a threat to some birds who stay in the air while these are taking place. This interferes with their normal feeding, resting, nesting and roosting activities and puts chicks at risk of overheating or predation.

~~Since the bylaw was introduced in 2010, dogs were still frequently observed chasing birds and disturbing their nests. It is well-documented scientifically that the mere presence of dogs causes disturbance and stress to birds causing physical displacement that impacts where the birds feel safe to feed, breed and rest. -The~~ In the 2016 bylaw review Dogs were prohibited dogs from the estuary, apart from permitted gamebird dogs during the gamebird hunting season, in order to offer greater protection to critically endangered or threatened bird species. Consultation for the 2023/24 bylaw review identified a need to extend the prohibited area for dogs in the estuarine area to include the entirety of the spit south of the Ashley River/Rakahuri. This 2024 bylaw has also removed the exemption for gamebird dogs.

The estuary is the only safe training and self-landing area for kite surfing within the district and this is ~~now~~ a restricted activity, subject to an agreement between the Council, kite surfing community and bird conservation groups.

The bylaw also recognises the significance of the area as a regional sport fishery and provides limited vehicle access via a permit system ~~from mid-August to the end of November each year, for the annual open season set by the Whitebait Fishing Regulations 2021, currently 1 September to 30 October (inclusive).~~

Protection of Foreshore Habitats

The intertidal coastal area is a very important feeding area for birds. Vehicles disturb birds feeding, resting, and nesting in built-up areas of driftwood. They also disrupt their food sources by killing or stressing species such as tuatua that live in the sand.

A 2010 study of tuatua found that juvenile tuatua were largely found just adjacent to and beneath the high tide line along the beach whilst adult tuatuas were found closer to the low tide line along the beach. Another study in 2010 found a relationship between the number of vehicle passes and tuatua damage with juvenile tuatua being more at risk from crushing than the larger more mature adults. The compactness of wet sand was also found to favour tuatua survival.

The bylaw offers some protection to tuatua by providing vehicle free areas and attempting to reduce the number of vehicles driving on the rest of the beach. Vehicles are also required to be driven below the high tide mark, apart from at the Waimakariri River Mouth where this is unsafe because of changes in levels along the side of the river. While vehicles driving on wet sand will damage adult tuatua, the more vulnerable juvenile tuatua living higher up the beach will be better protected. The impact of horse hooves on tuatua has been found to be similar to that of vehicles and the equestrian free area at Waikuku offers some protection.

Protection of Dune System

The 2018 Waimakariri Coastal Natural Character Study identifies the most significant dunes of the Canterbury coastline are located along the backshore of Pegasus Bay. Vehicles and motorcycles in the dunes continue to be a problem, particularly at Waikuku, Pines and Kairaki Beaches, and a number of submitters to the proposed 2015 Bylaw provided the hearing panel with photographic evidence of the damage done to the coastal environment by vehicles and motorcycles. The dunes provide beach settlements with some protection against coastal hazards. ~~and~~ Damage to the vegetation caused by vehicles and motorbikes accelerates coastal erosion.

Vehicles have been prohibited from the dunes, and motorcycles have been prohibited from the beach altogether to try and address this problem as well as other safety concerns.

Safety Concerns of Beach Users, Conflicts between Different Types of Recreational Activity and Public Nuisance

A Beach User Survey has been conducted in 2019, 2021 and 2023/24, these surveys provide Council staff and the Northern Pegasus Bay Advisory Group with feedback and evidence of what's important to locals and visitors to our beaches as well as highlighting main issues and any conflict occurring along the Northern Pegasus Bay coastline. All three surveys identify unsafe or inappropriate driving of vehicles as the main issue followed by the lack of dog control by some users. Vehicles and motorbikes continue to be a problem, particularly in Waikuku, Pines, Kairaki and Ashworths Beaches. A summary report for each of the surveys is available on the council's website. ~~A number of submitters to the proposed 2015 Bylaw expressed safety concerns about the use of the beach for low key recreation activities such as walking, running, swimming and picnicking at the same time as horse riding, horse training, land yachting, driving and motorcycle riding. The lack of control of some dogs on the beach around other users, particularly children and horses, was also a concern for some people. In one instance, the hearing panel was shown photographic evidence of a vehicle and motorcycle passing through a busy flagged surf patrol area close to a toddler sitting on the beach. Vehicles had been prohibited from the area in question since the bylaw was introduced in 2010. Other submitters had incidences of accidents, near misses and verbal abuse to report.~~

The bylaw attempts to resolve identified public health, safety and nuisance issues in a way that is no more than reasonably necessary by:

- Giving priority to the most vulnerable beach users, such as children, bathers and other people on foot ~~and bathers~~.
- Designating zones away from the most popular swimming beach (Waikuku Beach) for activities such as recreational horse riding, horse training, land yachting and driving.
- Prohibiting dogs, vehicles and horse trainers from passing through flagged surf patrol areas and requiring recreational horse riders to take due care and land yacht operators to dismount if passing through on a return trip is unavoidable.
- Reducing the number of vehicles on the beach by prohibiting recreational driving and motorcycles.
- Clearly setting out personal responsibilities around the use of a vehicle on the beach (the same as on a road) ~~and dog control~~.
- Requiring beach users to have effective control of their dogs at all times.
- Prohibiting dogs from areas with high biodiversity value, where there are critically endangered or threatened bird species.

- Requiring the use of the beach for horse training to be in accordance with a user agreement.
- Requiring all beach users to be aware of each other and not impact on another's use or enjoyment of the beach.

Te Ngāi Tūāhuriri Values

Ngāi Tūāhuriri concepts involving land, water and resources are determined by a very complex system of inter-relations and while free to utilise the resources, Ngāi Tūāhuriri are also restrained by a system of controls.

In an economic sense, the resources of an area determined the welfare of the people. The abundance, or lack of, directly affected the mana (prestige) of every tribal group. Traditionally the acquisition and maintenance of the exclusive right to those resources was central to the core of Māori society. The seasonal collection of these resources and the resulting community effort therefore also formed a very important part of the community's strength.

These seasonal activities were a time for Whanaungatanga – renewing contacts with distant relations, Whakatinana o ngā uara – of reinforcing traditional and cultural values, and Tikanga – of maintaining controls; thus providing a tangible link with the past. Another important example of cultural resource values is that of Manaakitanga – hospitality, towards guests. Tradition dictates that as hosts, Tūāhuriri whānau of this area must prepare the best local foods for manuhiri.

Mahinga kai was specifically recognised and protected in Kemp's Deed in 1848 and advanced within Te Kerēme, the Ngāi Tahu Claims Settlement Act 1998. It describes the natural resources gathered by Māori and the places and practices used in doing so. Mahinga kai is an important value and activity that will be acknowledged and provided for within the bylaw process and through ongoing partnership.

The Rakahuri Awa/Ashley River and Northern Pegasus Bay coastal area was a significant area for mahinga kai. Fenton Reserves and Fenton Entitlements were set aside for occupation and access to mahinga kai and some of these are located in or close to the estuary. Fenton Reserve owners and holders of Fenton Entitlements have a legal right to access waterways associated with these reserves and entitlements for mahinga kai purposes. The Ngāi Tahu Claims Settlement Act 1998 makes provision for Fenton Reserve owners and holders of Fenton Entitlements to have access up to 210 days per year for the above purposes, including the erection of temporary camping shelters. In the preparation of this bylaw these rights have been considered and applied.

Traditional values and controls regarding water are included in the Tribe's spiritual beliefs and practices. This recognises and reinforces the absolute importance of water quality and quantity to both mahinga kai and hygiene. Water is held in the highest esteem because the welfare of all life that it contains determines the welfare of the people reliant on those resources.

Traditionally water was the centre of all activity within Māori society. It provided the preferred transport medium, supported fish and shellfish populations and was used in religious ceremonies, including burials, and also for recreational activities. For these reasons and like most other cultures, settlements were centred beside, or in close proximity to major waterways.

This dependence on kai-moana, kai-awa and kai-roto is a subject that has remained constant throughout Ngāi Tūāhuriri history. Over time Ngāi Tūāhuriri accumulated an extensive amount of knowledge about the resources within its' rohe, particularly water-sourced foods. Harvesting methods reflect a sophisticated understanding of the breeding cycles, migration times and feeding habits of all the important fresh and salt-water species, with different names being used for the same fish at different parts of its life-cycle.

Connected to the concept of water guardianship is the matter of tapu. Water was declared tapu for several reasons. The best examples of Wai-Tapu are those waterways that act as burial places. Because of their primary use, food is not taken from these places. One such incident associated with this bylaw area is along the South bank of the Rakahuri, where Te Rauparaha dug up the remains of an elderly Ngai Tūāhuriri woman. Subsequently those Tūāhuriri whānau knowledgeable in this history do not gather kai awa from that particular stream and surrounding area.

The Council acknowledges the sensitivity around the scattering of human ashes within the area covered by this bylaw and the concern Te Ngāi Tūāhuriri Runanga has for the impact on cultural values and customs and advises avoiding using mahinga kai areas and associated waterways for this purpose.

1. TITLE

- 1.1 This bylaw is made pursuant to sections 145, 146 (b)(vi) and 153 (3) of the *Local Government Act 2002* and sections 22AB(1)(b), 22AB(1)(c), 22AB(1)(f) and 22AB(1)(zk) of the *Land Transport Act 1998*.
- 1.2 This bylaw is the Waimakariri District Council *Northern Pegasus Bay Bylaw 2016* ~~(amended 2023)~~ 24

2. DATE OF COMMENCEMENT

- 2.1 This bylaw replaces the Waimakariri District Council *Northern Pegasus Bay Bylaw 2016* ~~(amended 2023)~~ and comes into force on XX August 2024.

3. APPLICATION AND PURPOSE

- 3.1 The purpose of this bylaw is to control activities on the beaches, including the foreshore and adjacent land areas of Northern Pegasus Bay, in order to:

(a) Protect the natural and cultural value of the foreshore and estuary environment

- (b) Manage recreational uses for the benefit and enjoyment of all users;
- (c) Minimise environmental impacts arising from this recreation activity;
- (d) Protect, promote and maintain public health and safety;
- (e) Protect the public from nuisance;
- (f) Minimise the potential for offensive behaviour in public places.

- 3.2 Activities that are prohibited from the whole of the bylaw area include recreational driving, all motorcycles and unregistered and unlicensed vehicles. Freedom camping, fires, fireworks, interfering with wildlife, erecting or interfering with buildings and permanent structures without permission and introducing substances that could harm other people, animals or plants are also prohibited.

- 3.3 Activities that are prohibited from the Ashley River/Rakahuri and Saltwater Creek estuarine areas include equestrian and dog-related activities; operating land yachts, drones and model aircraft; and taking off or landing of aircraft including microlights and helicopters. Driving vehicles without a permit or exemption is also prohibited in this area. Two additional areas adjacent to the estuarine areas have been added to schedule 5; the first prohibits dogs on the entirety of the spit south of the Ashley/Rakahuri River Mouth and the second prohibits the landing and taking off of aircraft on the beach areas adjacent to the estuarine areas.

- 3.4 Vehicles are also generally prohibited from between the Ocean Outfall and the Ashley/Rakahuri River Mouth. Land yachts are prohibited from the area between the beach entrance to the Waikuku Beach Horsefloat Car Park and Access Trail and the District's northern boundary.

- 3.5 Restricted activities (activities that have conditions attached) include driving vehicles between the Kairaki Beach Car Park and the Ocean Outfall, within the Ashley River/Rakahuri and Saltwater Creek estuarine areas and from the northern boundary of the district to the north of the Ashley/Rakahuri River Mouth, lighting fires, horse training, dog-related activities, kite surfing in the Ashley River/Rakahuri and Saltwater Creek estuarine area and using a land yacht between the Kairaki Beach Car Park and the beach entrance to the Waikuku Beach Horsefloat Car Park and Access Trail.

- 3.6 This bylaw applies to all of the beach, including the foreshore and adjacent land and water areas of Pegasus Bay between the southern boundary of the Waimakariri District, located at the Waimakariri River Mouth, and the northern boundary with Hurunui District, as described and set out in schedules 2, 3, 4, 5 and 6. Some of this land is under the control of the Waimakariri District Council and some is under the control of Environment Canterbury, Department of Conservation, Land Information NZ Toitū Te Whenua and Te Kōhaka o Tūhaitara Trust.

3.7 This bylaw acknowledges the Hurunui District Council (HDC) Northern Pegasus Bay Bylaw 2015 noting similar issues and purpose. Clauses in the HDC bylaw are not necessarily the same as this bylaw.

4. DEFINITIONS AND INTERPRETATION

In this bylaw, unless the context requires otherwise:

Absolutely protected or partially protected wildlife means all wildlife throughout New Zealand and New Zealand fisheries waters except for those specified in Schedules 1, 2, 3, 4 and 5 of the *Wildlife Act 1953*.

Access Route means an unformed track through sand that provides vehicle access, including that from the Ashley/Rakahuri River Mouth Car Park to the Ashley/Rakahuri River Mouth and foreshore, as shown in schedules 2 and 3.

Access Trail means a cleared defined pathway providing access to the beach for horses, as shown in schedule 4.

Authorised Officer means any person appointed by the Council to perform duties required under this bylaw, irrespective of the designation given to that person.

Beach means any land in the Waimakariri District adjacent to any seacoast which is part of the foreshore, as defined in this bylaw, or is land contiguous to and used in connection with the foreshore and including dunes, and to which the public has a right of access. For the purposes of this bylaw, the beach therefore includes the foreshore and coastal land on both sides of the level of mean high water spring. The coastal marine areas diagram included in this section depicts the location of mean high water spring.

Bed means in relation to the sea, the submarine land areas covered by the sea. The coastal marine areas diagram depicts the location of the bed.

Brazier means a container for hot coals – usually an upright standing or hanging metal bowl or box, ~~free standing or hanging “bowl” of coals or charcoal~~ and are an approved fire type in open and restricted seasons.

Building means a temporary or permanent movable or immovable structure (including a structure intended for occupation by people, animals, machinery or chattels) as defined in section 8 (1)(a) of the *Building Act 2004*. This does not include any structure erected by beach users for shade or shelter for less than one day's duration.

Coastal Environment means the environment in which the coast is a significant part or element. It includes the coastal marine area and, the water, plants and animals associated with that area, and the atmosphere above it, and dunes, beaches, areas of coastal vegetation and fauna, areas subject to coastal erosion or flooding, salt marshes, coastal wetlands and estuaries, and coastal landscapes. The coastal marine areas diagram included in this section depicts the location of the coastal environment.

Coastal Marine Area means the foreshore, seabed, and coastal water, and the air space above the water –

- (a) of which the seaward boundary is the outer limits of the territorial sea:
- (b) of which the landward boundary is the line of mean high water springs, except that where that line crosses a river, the landward boundary at that point shall be whichever is the lesser of –
- (c) one kilometre upstream from the mouth of the river; or
- (d) the point upstream that is calculated by multiplying the width of the river mouth by 5.

Horse training/Horse trainers means an equestrian activity that is carried out in relation to an involvement with the horse racing industry.

Council means the Waimakariri District Council, or any Officer authorised to exercise the authority of the Council.

Council/s means the Waimakariri District Council and/or ~~the Canterbury Regional Council~~ [Environment Canterbury](#) (ECan) or any Officer authorised to exercise the authority of one of these Councils.

Detritus means a build-up of organic matter such as driftwood, shells and seaweed on the foreshore due to wave or tide action.

District means the district within the jurisdiction, and under the control of the Waimakariri District Council.

Enforcement Officer means an officer or other person appointed by the Council/s to enforce the provisions contained in this bylaw and includes:

- (a) any person warranted by the Council/s in accordance with section 177 of the *Local Government Act 2002* as an enforcement officer.
- (b) any ranger appointed by the Council/s under the *Reserves Act 1977*.
- (c) any dog ranger or dog control officer appointed by the Council under the *Dog Control Act 1996*.
- (d) any parking warden appointed by the Council under the *Land Transport Act 1988*.
- (e) any enforcement officer defined as an enforcement officer under the *Land Transport Act 1998*.

Fenton Entitlement means an entitlement granted in favour of the holder (in this instance, particular people within Ngāi Tahu Whānui and their descendants) to occupy temporarily and exclusively the entitlement land for up to 210 days in any calendar year (excluding days on and from 1 May to 15 August). The entitlement is granted for the purposes of permitting the holders to have access to the waterway for lawful fishing and gathering of other natural resources on the terms and conditions set out in the Entitlement and allows holders to erect camping shelters or similar temporary dwellings.

Fenton Reserve means a Fenton Reserve established by Judge Fenton in 1868 in accordance with Kemp's Deed to ensure on-going access by the beneficial owners to the associated waterways and their mahinga kai.

Foreshore means any land covered and uncovered by the flow and ebb of the tide at mean spring tides and, in relation to any such land that forms part of the bed of a river, does not include any area that is not part of the coastal marine area. The coastal marine areas diagram depicts the location of the foreshore.

Freedom Camp means to camp (other than at a camping ground) within 200 m of a motor vehicle accessible area or the mean low-water springs line of any sea or harbour, or on or within 200 m of a formed road or a Great Walks Track, using 1 or more of the following:

- (a) a tent or other temporary structure.
- (b) a caravan.
- (c) a car, campervan, housetruck, or other motor vehicle.

Freedom camping does not include the following activities.

- (a) temporary and short-term parking of a motor vehicle.
- (b) recreational activities commonly known as day-trip excursions.
- (c) resting or sleeping at the roadside in a caravan or motor vehicle to avoid driver fatigue.

Kite Surfing means being propelled over water by means of a kite on a board or similar craft.

Land Yacht means a wind-driven recreation vehicle, usually consisting of three wheels supporting a bare-frame structure, mast and sail. In this context the term also refers to recreation vehicles known as blokarts and sand yachts. Land yachts are used especially on beaches and other sandy areas.

Last High Tide means the last time after a low tide (there is approximately a 12-hour cycle from high tide to high tide) that the tide has been at its fullest so that the sea water reaches its highest level on the foreshore. The last high tide mark is generally able to be identified by a band of wet sand and detritus.

Mean High Water Spring means the highest level to which spring tides reach on average. This level is generally close to being the 'high water mark' where detritus accumulates on the shore annually. The coastal marine areas diagram depicts the location of mean high water spring.

Mean Low Water Spring means the lowest level to which spring tides retreat on average. The coastal marine areas diagram depicts the location of mean low water spring.

Motorcycle means a motor vehicle, running on 2 wheels, or not more than 3 wheels when fitted with a sidecar, as defined in section 2 (1) of the *Land Transport Act 1998* and any amending or replacement legislation. It includes a vehicle with motorcycle controls that is approved as a motorcycle by the Transport Agency but does not include a moped.

Motor Vehicle means a vehicle drawn or propelled by mechanical power, including a trailer, as defined in section 2 (1) of the *Land Transport Act 1998* and any amending or replacement legislation. It does not include a mobility device.

Permission shall include a permit or exemption under this bylaw.

Recreational Driving means driving on the beach as an activity in itself and/or primarily for the pleasure of driving.

Recreational Horse Riders means the leading/riding/driving of horses along trails and the foreshore for pleasure/leisure, and for the enjoyment of the natural environment. This includes horse trainers delivering organised equestrian activities that fall outside of the horse racing industry such as riding lessons and treks.

Regional Council means [the Canterbury Regional Council](#) [Environment Canterbury](#) (ECan), or any officer authorised to exercise the authority of the Council.

Shall indicates a mandatory requirement while the use of *should* indicates a recommendation.

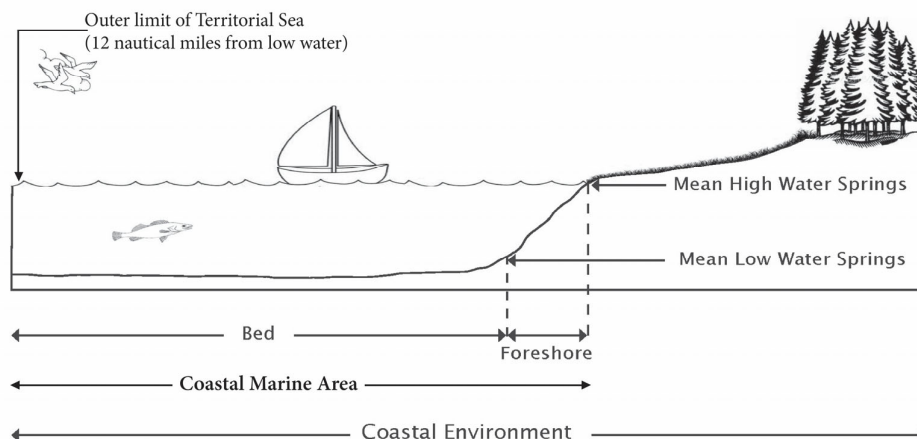
Sign includes a notice, label, inscription, billboard, plaque or placard.

Te Rūnanga o Ngāi Tahu means Te Rūnanga o Ngāi Tahu established by Section 6 of *Te Rūnanga o Ngāi Tahu Act 1996*.

Under Control means that the dog is not causing a nuisance or danger and that the person in charge of the dog is able to obtain an immediate and desired response from the dog by use of a leash, voice commands, hand signals, whistles or other effective means.

COASTAL MARINE AREAS DIAGRAM

The following diagram shows where the various marine terms referred to in this bylaw are located within the coastal environment.



PART 1 – PROHIBITED AND RESTRICTED ACTIVITIES IN BEACH AND ADJACENT LAND AREAS

5. PROHIBITED VEHICLE ACCESS

- 5.1 No person shall drive a motor vehicle to, from or on a beach, including the dunes, if prohibited from doing so by any clause within this bylaw.
- 5.2 No person shall ride a motorcycle on the beach, including the dunes.
- 5.3 No person shall drive a motor vehicle on the beach except in the areas outlined in Section 6 - Restricted Vehicle Access and described and set out in schedules 2 and 3 of this bylaw.
- 5.4 No person shall drive a motor vehicle on the beach for any purpose other than those specified in clauses 6.2, 6.3, 6.4 and 6.5 of this bylaw.
- 5.5 Recreational driving on the beach, as defined in section 4 is prohibited.

6 RESTRICTED VEHICLE ACCESS

- 6.1 Clauses 6 and 7, and the sub-clauses thereto, set out restrictions that apply to driving on any Council beaches that are authorised by this bylaw, notwithstanding the provisions of clauses 5.1 to 5.5.
- 6.2 A person may drive a motor vehicle from the Kairaki Beach Car Park, located at the Waimakariri River Mouth, to the Ocean Outfall, as described and set out in schedule 2. [Vehicle access in this area is](#) only for the purposes of boat launching or retrieval, taking machinery and equipment used for legitimate recreational purposes (this may include, but is not limited to jet skis, wind surfing boards and land yachts) to and from the water's edge, fishing, whitebaiting, mahinga kai gathering, or to enable disability access for holders of mobility parking permits.
- 6.3 A person may drive a motor vehicle in the restricted vehicle area, as described and set out in schedule 2, from the Waimakariri District's northern boundary to the north of the Ashley/Rakahuri River Mouth, only for the purposes of boat launching or retrieval, fishing, whitebaiting and mahinga kai gathering.
- 6.4 A person, upon obtaining a permit, may drive a motor vehicle through the locked gate at the Ashley/Rakahuri River Mouth Car Park and along the access route, as described and set out in schedules 2 and 3, to gain access to the Ashley/Rakahuri River Mouth. Permits may be issued for the purposes of boat launching or retrieval, fishing, whitebaiting and mahinga kai gathering, and are subject to the terms and conditions described and set out in schedule 1 of this bylaw.
- 6.5 A person holding a permit in accordance with clause 6.4 of the bylaw shall remain on the access route marked by the Council, from the Ashley/Rakahuri River Mouth Car Park to the beach and then remain below the last high tide mark, as described and set out in schedules 2 and 3.
- 6.6 The access route marked by the Council from the Ashley/Rakahuri River Mouth Car Park to the River Mouth, as described in schedules 2 and 3, may be physically relocated from time to time by the Council, following receipt of river management engineering and ecological advice. Signage will be used to advise users of any changes to the location of the route.

- 6.7 People driving permitted or exempted motor vehicles shall stay clear of areas of driftwood and other detritus likely to be used for bird habitats in the Ashley River/Rakahuri and Saltwater Creek estuarine areas or on beach areas adjacent to the estuary.

7. USE OF VEHICLES - GENERAL CONDITIONS

- 7.1 The *Land Transport Act 1998* defines the beach as a road and therefore all motor vehicles driven on the beach are required to be registered and licensed, and all drivers are required to be licensed, where they are required to be registered and licensed under the Act.
- 7.2 No person shall drive a motor vehicle on a beach other than below the last high tide mark, unless it is unsafe to do otherwise, except when using an access route specified in this bylaw, or when at the Waimakariri River Mouth.
- 7.3 No person shall drive a motor vehicle through a beach area that is flagged for surf lifesaving patrols, except as provided for by approval under clause 16, and subject to the conditions set out in any such approval.
- 7.4 No person shall drive a motor vehicle on a beach area that has been reserved, by the Council from time to time and for periods set by the Council, for events from which vehicular activities are excluded.
- 7.5 No person shall drive a motor vehicle on any beach, adjacent land area or access track at a speed in excess of 30 kilometres per hour or at a speed in excess of 10 kilometres per hour within 50 metres of any other person not in the motor vehicle.
- 7.6 No person shall drive or ride a vehicle on any part of the beach where vehicles are allowed, in a manner, which having regard to all the circumstances of the case, is or might be dangerous to the public or to any person.
- 7.7 All persons operating a motor vehicle on a beach shall give way and show due consideration to all bathers, persons on foot, ~~and to bathers~~, horses and other animals at all times. Birds and their nests must be avoided.
- 7.8 Any person who obtains a permit, permission or exemption under this bylaw to take a motor vehicle onto any beach shall strictly comply with any terms and conditions included within that permit or permission.

8. PROHIBITED HORSE ACCESS

- 8.1 No person shall drive, ride, lead, let wander or otherwise use any horse or horses within the prohibited area extending from immediately north of the beach entrance to the Waikuku Beach Horse Float Car Park and Access Trail to the north of the Ashley /Rakahuri River Mouth, as described and set out in schedule 4 of this bylaw.
- 8.2 Horse training is prohibited on the beach outside of the permitted northern and Woodend Beach areas, as described and set out in schedule 4 of this bylaw.
- 8.3 Horses are prohibited from accessing the beach via the Pines Beach horse accessway at the end of Reid Memorial Avenue.

9. RESTRICTED HORSE ACCESS

- 9.1 Clauses 9 and 10, and the subclauses thereto, set out the restrictions on horse access that are authorised by this bylaw, notwithstanding the provisions of clauses 8.1 to 8.3.
- 9.2 Recreational horse riders and horse trainers may drive, ride, lead or otherwise use a horse or horses in the restricted horse area, as described and set out in schedule 4, from the Waimakariri District's northern boundary to the north of the Ashley/Rakahuri River Mouth.
- 9.3 Recreational horse riders may drive, ride, lead or otherwise use a horse or horses in the restricted horse area, as described and set out in schedule 4, from Kairaki Beach to the south side of the beach entrance to the Waikuku Beach Horse Float Car Park and Access Trail.
- 9.4 Horse trainers may drive, ride, lead or otherwise use a horse or horses in the restricted horse training area, as described and set out in schedule 4, which runs approximately 3.2 km's (2-mile training run) either side of the beach entrance to the Woodend Beach Horse Float Car Park and Access Trail.
- 9.5 Open access to the beach for recreational horse riders will be provided from the Kairaki Beach Car Park and at Pines Beach, via a horse step over bar located at the eastern end of Reid Memorial Avenue, as described and set out in schedule 4.
- 9.6 Open access to the beach for recreational horse riders and horse trainers will be provided along a trail from the Woodend Beach Horse Float Car Park, via a horse step-over bar, as described and set out in schedule 4. Access via a gate is also available during day light hours at the discretion of Te Kōhaka o Tūhaitara Trust. That trail only, and not surrounding land, shall be used for horse access.
- 9.7 A permit shall be required by all people seeking to take a horse through the locked access gate at the Waikuku Beach Horse Float Car Park and then along a trail to the beach, as described and set out in schedule 4. That trail only, and not surrounding land, shall be used for horse access.
- 9.8 Recreational horse riders should not pass through flagged surf lifesaving patrol areas. In the event this is unavoidable on a return trip, riders must take all care to safely pass through the flagged area.
- 9.9 Horse trainers shall not drive, ride, lead or otherwise pass with a horse through a flagged surf lifesaving patrol area.
- 9.10 No person shall drive, ride, lead, let wander or otherwise use any horse or horses, on a beach area that has been reserved by the Council from time to time and for periods set by the Council, for events from which those equine activities are excluded.

10. EQUINE ACTIVITIES – GENERAL CONDITIONS

- 10.1 Any person undertaking an equine-related activity on a beach area shall remain below the last high tide mark, except when on an access trail as described and set out in schedule 4, when moving from the access trail to the last high tide mark, when at the Waimakariri River Mouth, or to avoid a potentially unsafe situation.
- 10.2 Any person undertaking an equine-related activity on a beach area shall give way and show due consideration to pedestrians at all times.

- 10.3 Any person driving a horse and sulky shall stay well clear of pedestrians at all times and ensure their driving does not endanger any person, bird or other animal.
- 10.4 The use of the designated horse training area at Woodend Beach will be in accordance with a user agreement between the Council and Woodend Beach horse training representatives. This agreement is to be reviewed annually prior to the start of each summer season.
- 10.5 Any person in charge of a horse shall remove the faeces passed by their horse/s from the horse float car parks.

11. INTERFERENCE WITH BEACH AREAS AND OTHER BEACH USERS

- 11.1 Without the prior written permission of an authorised officer, no person shall on a beach, or adjacent land area:
 - (a) remove, destroy, damage, displace, deface, or otherwise interfere with any sign, post, fence, barrier, warning device, structure or building erected by the Council, ~~Canterbury Regional Council~~ [Environment Canterbury](#), Te Kōhaka o Tūhaitara Trust, Department of Conservation, Canterbury Surf Life Saving Association or an approved surf lifesaving club.
 - (b) erect, construct, fix or place any sign, post, fence, barrier, warning device, structure or building except when the person is otherwise expressly authorised by the Council, ~~Canterbury Regional Council~~ [Environment Canterbury](#), Te Kōhaka o Tūhaitara Trust, Department of Conservation, Canterbury Surf Life Saving Association or an approved surf lifesaving club to do so.
 - (c) introduce any substance that may cause injury to another person, animal or plant life.
 - (d) destroy, injure, disturb or otherwise interfere with or cause distress to any roosting, nesting, resting or feeding birds or remove or destroy any bird nest or the contents of a bird nest.
- 11.2 No person shall intentionally obstruct, disturb, or interfere with any other person's legitimate use or enjoyment of the beach or adjacent land areas.
- 11.3 No person shall, without lawful authority, hunt, kill, dispose of, or have in his or her possession, any part of any absolutely protected or partially protected wildlife or marine wildlife, or rob, disturb, destroy, or have in his or her possession the nest of any such wildlife as per sections 3, 63 and 63A of the *Wildlife Act 1953*.

12. PROHIBITED FREEDOM CAMPING AREA

- 12.1 No person shall freedom camp within the bylaw area (See glossary for definition).

13. RESTRICTED AND PROHIBITED AREAS FOR SPECIFIED RECREATIONAL ACTIVITIES

- 13.1 No person shall use a drone or model aircraft or take off or land an aircraft, including a microlight or helicopter, within the Ashley River/Rakahuri and Saltwater Creek estuarine areas, ~~and adjacent beach areas~~, as described and set out in schedule 5. Civil Aviation Authority (CAA) rules apply to the use of the air space over the estuary.

- 13.2 The Ashley River/Rakahuri and Saltwater Creek estuarine area, as described and set out in schedule 5, is a restricted area for kite surfing in accordance with a user agreement between the Council, Department of Conservation, Environment Canterbury, Northern Pegasus Bay kite surfing community, Canterbury Windsports Association Inc, Birds NZ, the Ashley-Rakahuri Rivercare Group Inc and Braided River Aid Inc (BRaid). This user agreement is to be reviewed annually prior to the start of the kite surfing season, which runs from November to April, and whenever significant changes to the coastal environment during this period necessitate additional reviews.
- 13.3 Land yachts shall only be operated on the beach in the area between Kairaki Beach and the beach entrance to the Waikuku Beach Horse Float Car Park and Access Trail.
- 13.4 Land yacht operators shall not pass through flagged surf lifesaving patrol areas. In the event this is unavoidable on a return trip, operators must dismount and push their yacht through the flagged area.
- 13.5 Environment Canterbury's Navigation Safety Bylaw 2016 applies to the Ashley River/Rakahuri and estuary area. This bylaw requires powered watercraft to stay within a 5-knot speed limit when on the river or any of its tributaries, downstream of the State Highway 1 Bridge.

14. RESTRICTED FIRE CONTROL AREAS

- 14.1 Fires in the open air are permitted within the Bylaw area during an open season unless lit within an area managed by another agency such as TKTT, DOC or ECAN. Fire and Emergency NZ (FENZ) require a fire permit issued by FENZ for lighting a fire during a restricted season. No fires are permitted to be lit in the open in the Bylaw area during prohibited fire seasons. Please note the fire seasons are defined and prescribed by FENZ. Fires in the open air are prohibited within the bylaw area. Exemptions may be granted with prior written approval from the Waimakariri District Council.
- 14.2 Cultural cooking fires, examples include hāngī, umu, and lovo, are permitted and most adhere to FENZ safety guidelines.
- 14.3 Braziers are an approved fire type in open and restricted fire seasons and do not require a FENZ permit.

15. FIREWORKS

- 15.1 Setting off any firework, flare or any other explosive material within the bylaw area is prohibited. Exemptions may be granted with prior written approval from the Waimakariri District Council.
- 15.2 Firework means an object containing hazardous substances with explosive properties.

16. DOG CONTROL

- 16.1 All dogs are prohibited from the Ashley River/Rakahuri and Saltwater Creek estuarine areas, as described and set out in schedule 5, but this requirement shall not apply to holders of Fish and Game Hunting Licenses who are permitted to use gamebird dogs during gamebird hunting season.

- 16.2 [All dogs are prohibited from the entirety of the spit adjacent to the estuarine area to the Low tide mark north of the Waikuku northern car park and south of the Ashley/Rakahuri River Mouth, as described and set out in schedule 5.](#)
- 16.3 All dogs are prohibited from within the areas marked by surf lifesaving patrol flags and from an area extending 50 metres beyond the flags, in accordance with this bylaw and the Dog Control Bylaw 2019.
- 16.4 All dogs on the beach shall be kept under continuous and effective control at all times in accordance with this bylaw and the Dog Control Bylaw 2019.
- 16.5 Dogs which are not able to be kept under effective voice control around horses shall be placed on a lead when in the vicinity of a horse.
- 16.6 Any dog found not under continuous and effective control on the beach may be seized and detained by any authorised officer, or a person employed by the Council, and be impounded in accordance with this bylaw and the Dog Control Bylaw 2019.
- 16.7 No person being the owner of, or having the control of, any dog shall permit the dog to foul any part of the beach with droppings, provided that no offence shall be deemed to have been committed against this bylaw and the Dog Control Bylaw 2019 when the person having control of the dog removes the droppings immediately.
- 16.8 The owner or person in charge of any dog on the beach shall carry a suitable receptacle for the removal of any faeces defecated by that dog in accordance with this bylaw and the Dog Control Bylaw 2019.

PART 2 – OTHER MATTERS

17. EXEMPTIONS

- 17.1 This bylaw does not apply to any person who commits an act that is done:
- (a) in accordance with a valid and current contract for services with the Council; or
 - (b) on a voluntary basis in accordance with a valid and current agreement entered into with the Council; or
 - (c) by a member of the emergency services in the course of carrying out his or her duties as a member of the emergency services; or
 - (d) in accordance with any operative reserve management plan, or pursuant to any resource consent under the Resource Management Act 1991.
- 17.2 This bylaw does not apply to owners of Fenton Reserves and holders of Fenton Entitlements located within the bylaw area when exercising their legal rights to access waterways associated with these reserves and entitlements for mahinga kai purposes. [This access is to be managed through an agreement with Fenton Reserves/Entitlements Trustees that sits alongside the bylaw and is consistent with the principles of kaitiakitanga, the underlying rights/purpose of the reserves and entitlements and the values expressed in the bylaw.](#)
- 17.3 Notwithstanding any prohibition or restriction on driving a vehicle set out in this bylaw, a person may drive a vehicle on a beach in the following circumstances, providing permission is first obtained from an authorised officer:

- (a) by or on behalf of the Council, ~~Environment~~ the Canterbury Regional Council, a government agency, or the Fish and Game Council, or an approved voluntary group, for the provision of enforcement services, for monitoring or ranger services, or for the rescue, protection, or disposal of marine animals or other wildlife or animals; or
- (b) by or on behalf of the Council, ~~the Canterbury Regional Council~~ Environment Canterbury or a government agency for water quality sampling, flood protection, the control or cleanup of contaminants, or resource investigations or monitoring; or
- (c) by or on behalf of the Council, ~~the Canterbury Regional Council~~ Environment Canterbury or a government agency, the Canterbury Surf Lifesaving Association or a surf lifesaving club, Te Kōhaka o Tūhaitara Trust, an approved 4WD club, or an approved voluntary group, for track maintenance, beach and beach facility maintenance, pest control, or the removal of rubbish or beach cast material; or
- (d) by or on behalf of the Council, ~~the Canterbury Regional Council~~ Environment Canterbury, a government agency, the New Zealand Police, the New Zealand Fire Service, the New Zealand St. Johns Ambulance Service, the New Zealand Defence Force, the Canterbury Surf Lifesaving Association or a surf lifesaving club, the New Zealand Coastguard or an approved 4WD club, for the undertaking of civil defence, police, medical, rescue or firefighting training.

18. PERMISSION UNDER THIS BYLAW

- 18.1 A written permission granting exemption from a provision or provisions of this bylaw may be given on written request to the Council or an authorised officer of the Council who has been delegated this role by the Council.
- 18.2 A permission given under this bylaw may relate to:
 - (a) an activity or event or a series of activities or events, as the case may be.
 - (b) one or more clauses under this bylaw as is appropriate in the circumstances.
- 18.3 Any permission given under this bylaw may be subject to such terms and conditions as the Council or authorised officer giving the permission thinks fit.
- 18.4 The permission shall set out:
 - (a) the activity or event or activities or events which is, or are permitted or exempted; and
 - (b) the duration of the permission or exemption; and
 - (c) the areas to which the permission or exemption relates; and
 - (d) any conditions to which the permission or exemption is subject.
- 18.5 The Council may review and alter or cancel any permission or exemption given under this bylaw and will provide reasonable notice of any alteration or cancellation to the affected party.

- 18.6 Where this bylaw refers to written permission, that permission may be in electronic form.

19. FEES

- 19.1 For every application made for a permit, permission or exemption or other authority under this bylaw, the applicant shall pay to the Council such fee as the Council may prescribe in accordance with section 150 of the *Local Government Act 2002*.
- 19.2 The Council may, from time to time, by resolution that is publicly notified, specify the fees payable in respect of the issue of any permit, permission or exemption under this bylaw. The Council will consult on, and publicly notify its intended fees prior to making a resolution to fix such fees.

20. BREACHES AND PENALTIES

- 20.1 Every person commits a breach of this bylaw who:
- (a) commits, or causes to be committed, any act contrary to this bylaw; or
 - (b) omits, or knowingly permits to remain undone, any act required by this bylaw; or
 - (c) refuses or neglects to comply with any direction, permit, permission, exemption, notice or any condition in any such notice whether public or private, given pursuant to this bylaw; or
 - (d) obstructs or hinders any authorised or enforcement officer of the Council in the performance of any power, or duty conferred upon him or her by this bylaw or fails to comply with the instructions of an authorised or enforcement officer given pursuant to this bylaw; or
 - (e) fails to give their name and address to an enforcement officer when requested to do so if the officer considers this bylaw has been breached.
- 20.2 A breach of this bylaw is an offence and every person is liable on summary conviction to the applicable penalty provided for in the *Local Government Act 2002* and the *Land Transport Act 1998*, or such other penalty as may be prescribed in any other legislation in force at any applicable time.
- 20.3 In addition to summary conviction, a person may also be liable for an infringement fee as prescribed in the *Land Transport Act 1998*, *Resource Management Act 1991*, *Dog Control Act 1996* or in regulations made under the *Local Government Act 2002*.
- 20.4 The Council may apply to the District Court to grant an injunction restraining a person from committing a breach of this bylaw, notwithstanding that proceedings for any offence constituted by the breach have not been taken.
- 20.5 On being shown a current warrant of appointment by an enforcement officer, any person who is requested to do so shall provide their name and address and the name and address and whereabouts of any person connected in any way with the alleged breach, to the enforcement officer if that officer believes on reasonable grounds that a provision of the bylaw has been or is being breached.

- 20.6 Every person who breaches this bylaw, shall on request by an enforcement officer immediately stop the activity, and leave the beach or adjacent land area, including any prohibited area, if instructed to do so by the enforcement officer and may be prohibited from returning for such period as the enforcement officer deems fit.
- 20.7 Any person failing with all reasonable speed to comply with a request under clause 19.6 commits a further offence against this bylaw.
- 20.8 The Council reserves the right to cancel a vehicle or horse access permit or any written permission or exemption held by a person who is breaching or has breached this bylaw.

21. REVOCATIONS AND SAVINGS

- 21.1 The Waimakariri District Council *Northern Pegasus Bay Bylaw 2016* [\(amended 2023\)](#) is hereby amended.
- 21.2 Any approval, permission or authorisation under the Waimakariri District Council *Northern Pegasus Bay Bylaw 2016* [\(amended 2023\)](#) that is in effect at the commencement of this bylaw, continues to have full force and effect for the purposes of this bylaw, as long as it is consistent with any relevant clause in this bylaw.
- 21.3 The revocation of the Waimakariri District Council *Northern Pegasus Bay Bylaw 2016* [\(amended 2023\)](#) under clause 20.1 does not prevent any legal proceedings, criminal or civil, being taken to enforce that bylaw and such proceedings shall continue to be dealt with and completed as if the bylaw had not been revoked.

22. REVIEW OF BYLAW

- 22.1 A comprehensive review of this bylaw shall be carried out no later than 2024⁴⁹ as required by the *Local Government Act 2002*.
- 22.2 The Council reserves the right to carry out an early review of any aspect of the bylaw that has not been found to have been effective in addressing identified user conflicts, health and safety concerns, matters of public nuisance and environmental issues.

PART 3 – SCHEDULES

23. SCHEDULE 1: ASHLEY/RAKAHURI RIVER MOUTH MOTOR VEHICLE ACCESS PERMIT SYSTEM

The schedule below specifies the terms and conditions, as determined by Council resolution from time to time, which apply to the permits required for vehicle use in the restricted areas described and set out in schedules 2 and 3 and is in addition to clauses 6 and 7 of the bylaw.

- (a) A permit is issued to a person, not a vehicle, and shall be carried by the holder at all times they seek to make use of it.
- (b) Permits are not transferable to any other person. They may be immediately revoked, and penalties and/or prosecution may be imposed for breaches of the conditions. They do not supersede any requirements under other legislation including by way of example only, but not limited to, the *Land Transport Act 1998*, *Resource Management Act 1991* and the *Wildlife Act 1953* and their amendments and replacements, etc.
- (c) A sticker issued to a permit holder shall be displayed on the vehicle in a prominent position to enable it to be easily identified by an enforcement officer.
- (d) Applicants shall be required to provide vehicle registration and license details and other vehicle description details, as well as the purpose the permit is being applied for, as part of their permit application for any vehicle that is intended for use on the beach.
- (e) Approved permit holders will be issued a key upon payment to the Council of a fee as specified by the Council by resolution from time to time. These permits are only available for use during the whitebait season as defined by the Department of Conservation.

24 SCHEDULE 2: VEHICLE ACCESS MAP

Schedule 2 is a map (see attached) showing approved vehicle access routes and prohibitions and restrictions on vehicle use on Waimakariri District beaches, as specified in clauses 5, 6 and 7 of this bylaw.

25 SCHEDULE 3: VEHICLE ACCESS MAP FOR ASHLEY RIVER/RAKAHURI AND SALTWATER CREEK ESTUARINE AREAS

Schedule 3 is a map (see attached) showing where vehicles are prohibited in the Ashley River/Rakahuri and Saltwater Creek estuarine areas, the location of the car park, vehicle access gate and access route for permitted vehicles, as specified in clauses 6.4 and 6.5 of this bylaw. Permitted vehicles shall stay clear of areas of driftwood and other detritus likely to be used for bird habitats on the access track, as set out in clause 6.7 of this bylaw. The map also shows the Fenton Reserves and Entitlements located in the general area.

26 SCHEDULE 4: HORSE ACCESS MAP

Schedule 4 is a map (see attached) showing designated horse float car parks, horse access trails and permitted areas for recreational riding and horse training on the Waimakariri District's beaches as well as prohibited areas, as specified in clauses 8 and 9 of this bylaw.

27 SCHEDULE 5: RECREATION ACTIVITY MAP FOR ASHLEY RIVER/RAKAHURI AND SALTWATER CREEK ESTUARINE AREAS

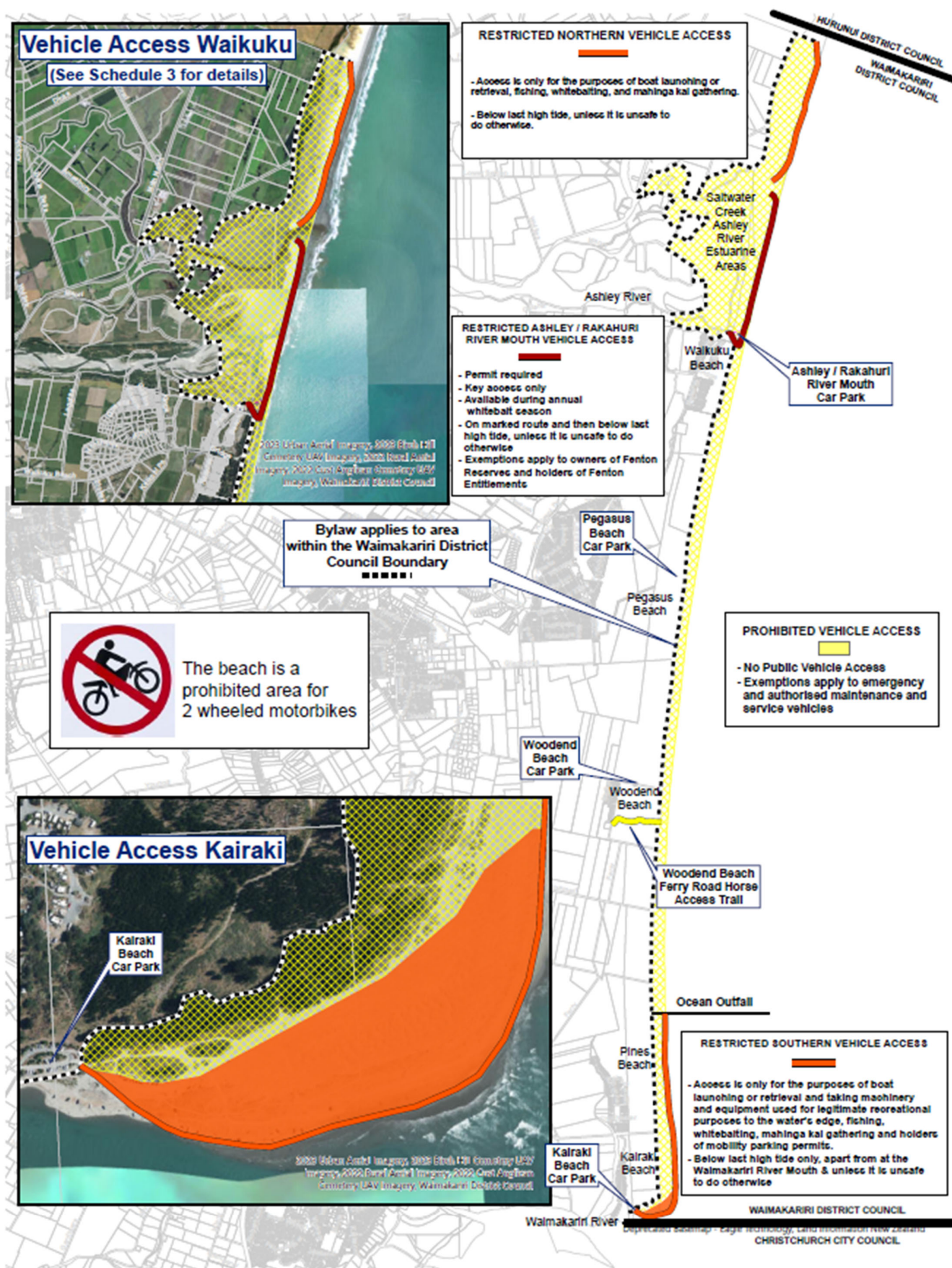
Schedule 5 is a map (see attached) showing the Ashley River/Rakahuri and Saltwater Creek estuarine areas where the recreational activities specified in clauses 8.1, 13.1 and 15.1 of the bylaw are prohibited. It also shows the activities that are restricted, as specified in clauses 13.2 and 13.5 of this bylaw.

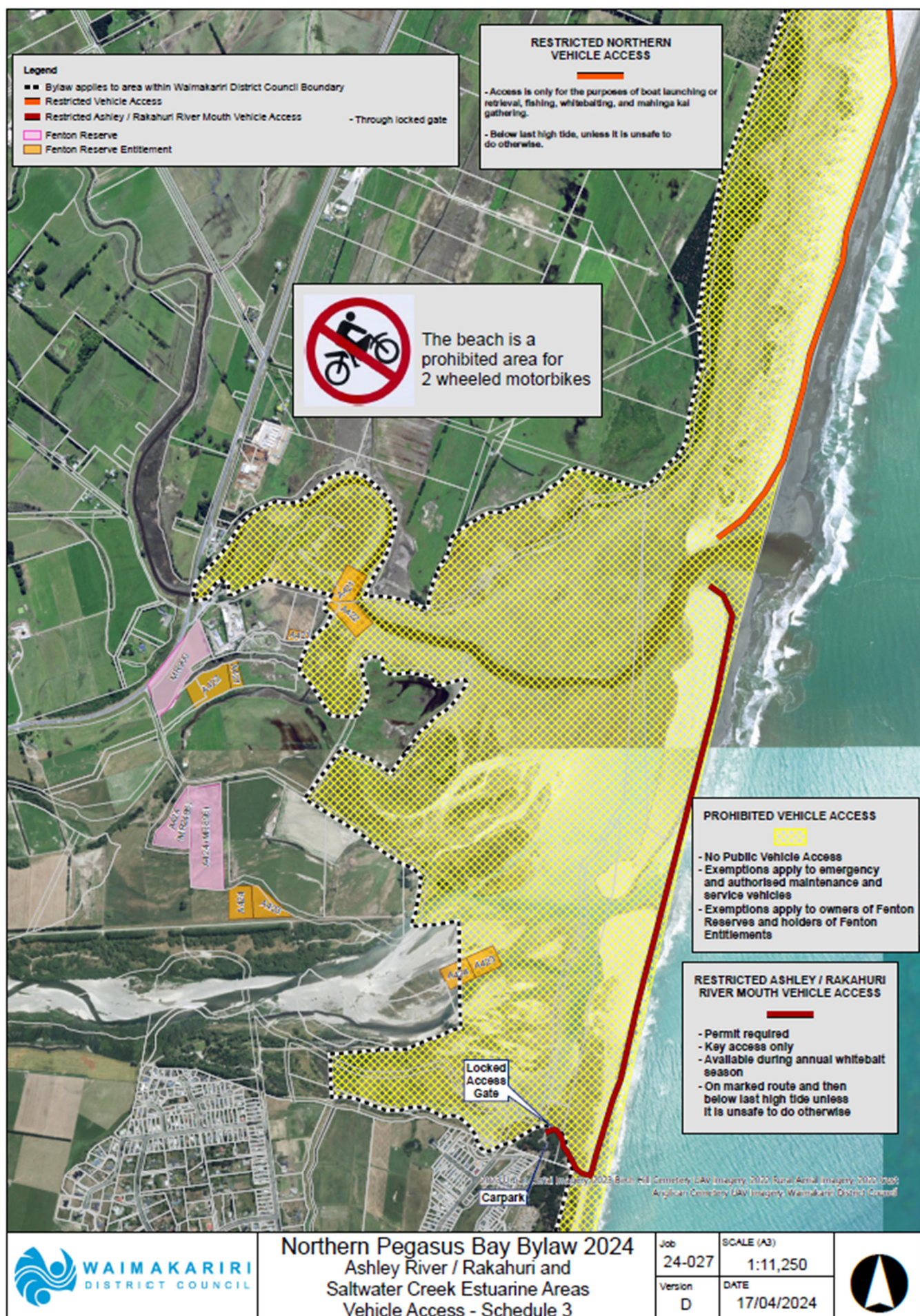
28 SCHEDULE 6: LAND YACHT ACCESS MAP

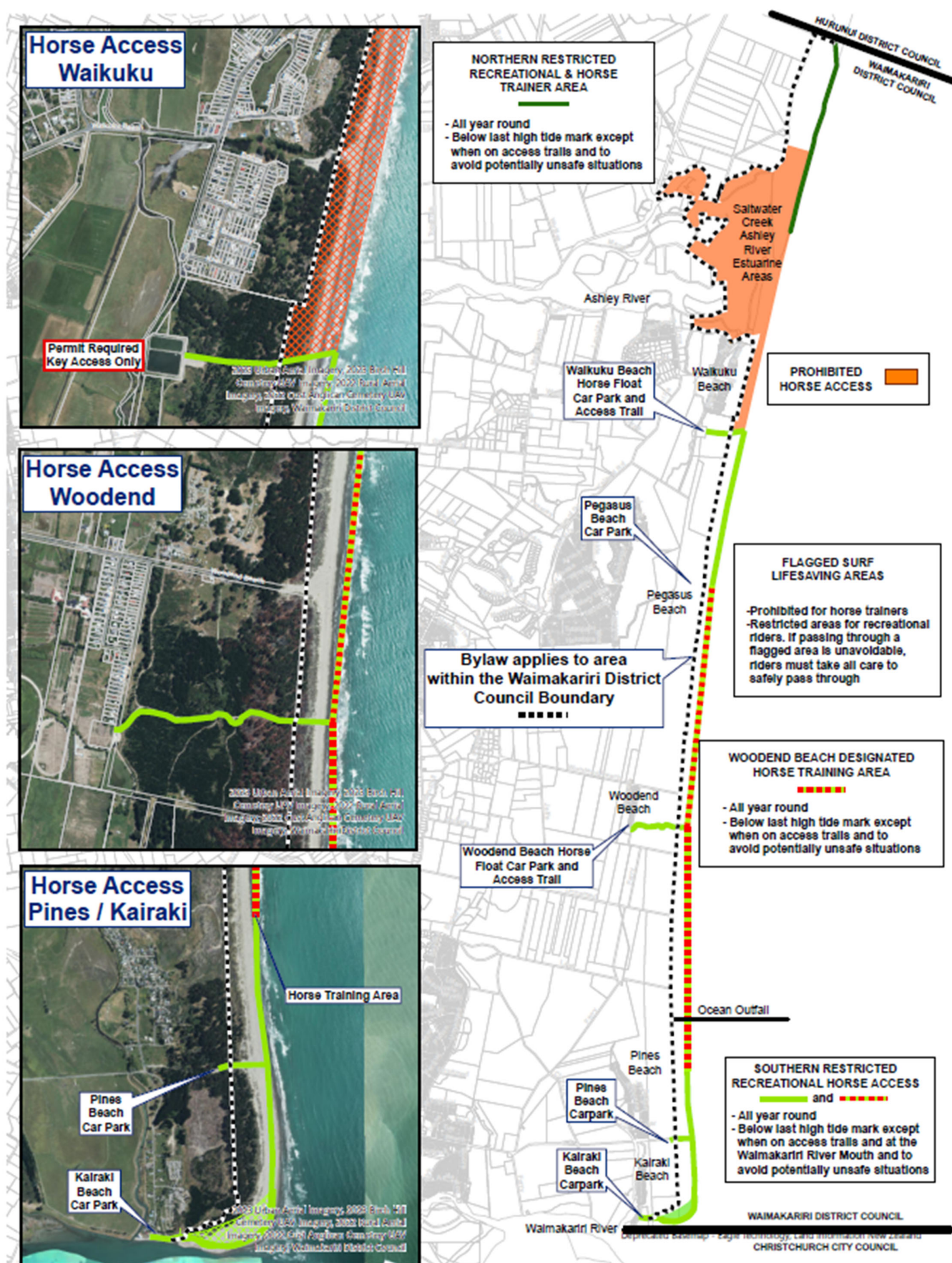
Schedule 6 is a map (see attached) showing permitted and prohibited areas for operating land yachts on the Waimakariri District's beaches, as specified in clauses 13.3 and 13.4 of this bylaw.

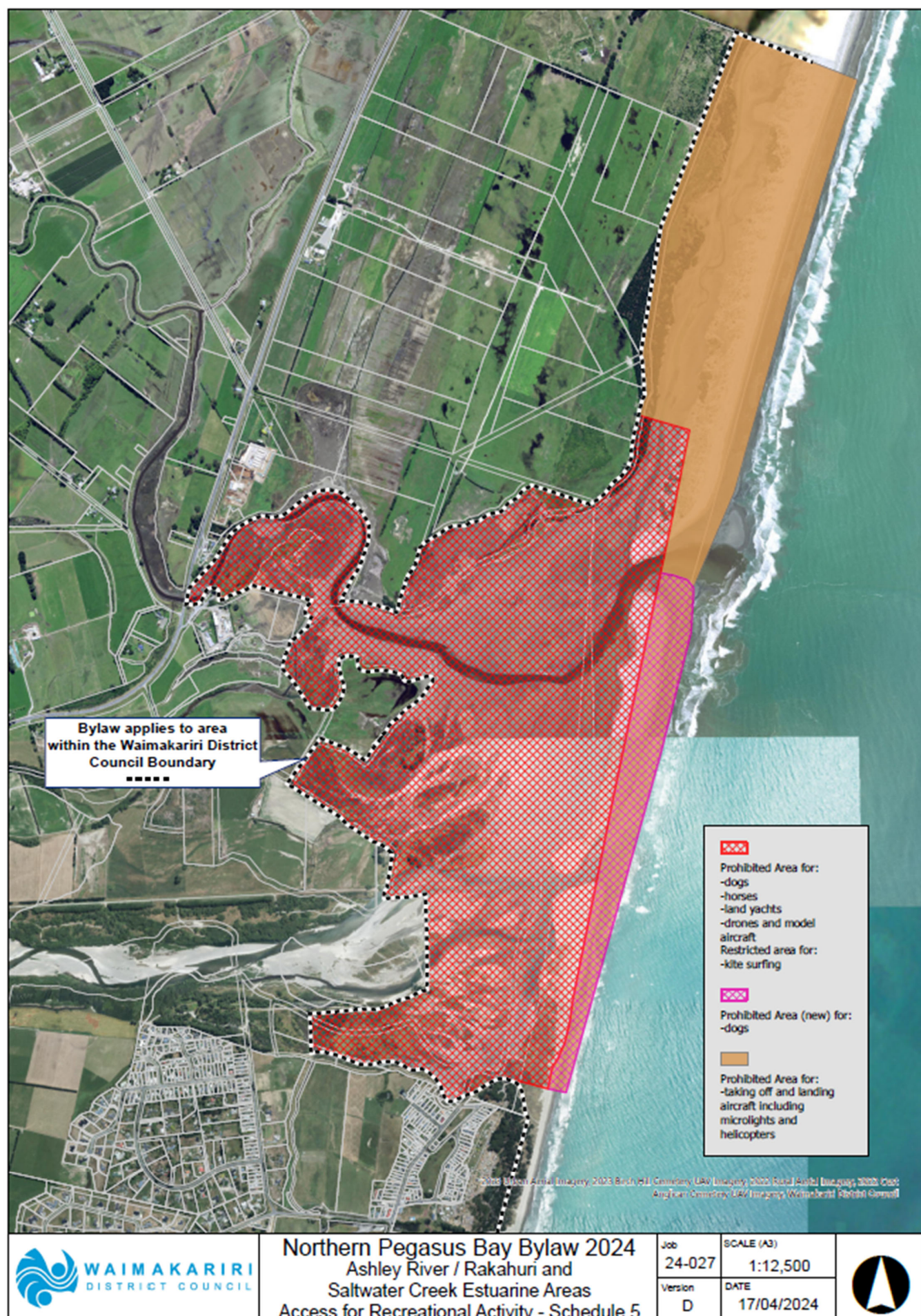
29 AMENDMENT OF SCHEDULES 2 TO 6

Schedules 2 to 6 may be amended by the Council from time to time as new aerial photography becomes available and/or to indicate physical changes that are occurring to the characteristics or topography of the beaches and estuarine areas included in the bylaw area.









Northern Pegasus Bay Bylaw 2024 Implementation Plan

Contents

| | |
|---|---|
| Northern Pegasus Bay Bylaw 2024..... | 3 |
| Summary of the Bylaw rules | 4 |
| Background | 7 |
| Northern Pegasus Bay Advisory Group | 8 |
| Northern Pegasus Bay Bylaw 2024 Implementation Plan Overview..... | 9 |

Northern Pegasus Bay Bylaw 2024

The Northern Pegasus Bay Bylaw 2024 regulates recreational activities along the coastal strip from the north side of the Waimakariri River (Kairaki Beach) to the district boundary south of Ashworth's Beach and includes the environmentally significant Ashley – Rakahuri River Estuary.

Vision

Northern Pegasus Bay Coastal Strip
Valued; protected and enjoyed by all

Purpose

The Bylaw is in place to ensure wildlife and the natural environment are not harmed and so that everyone can enjoy the district's beaches. The Bylaw applies to all of the beaches within the Waimakariri District and became operative on XX August 2024

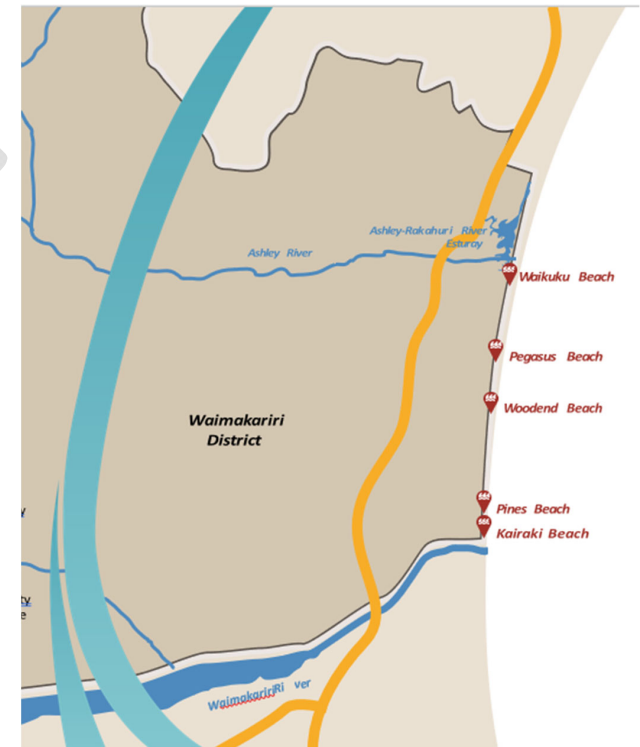
Reasons for the Bylaw

- The significance of Ashley / Rakahuri River and Saltwater Creek Estuarine Areas
- Protection of Foreshore Habitats
- Protection of Dune Systems
- Safety concerns of beach users, conflicts between different types of recreational activity and public nuisance
- Te Ngāi Tūāhuriri values

Priorities for the Bylaw

Following the 2023/24 review the priorities remain unchanged and include:

- protecting foreshore habitats, dune systems, and the wildlife and vegetation in the estuaries and lagoons
- minimising the potential for conflict between different recreation activities
- promoting a safe environment



Summary of the Bylaw rules

| Theme | Bylaw summary |
|----------------------|--|
| Driving on the Beach | <p>For the safety and enjoyment of all users, and to protect special wildlife areas, there are areas along the Northern Pegasus Bay coastal strip where vehicles are prohibited or restricted. Schedules 2 and 3 of the Bylaw provide maps of the areas you can and can't go.</p> <p>Here are some of the key rules related to taking your vehicle to the Northern Pegasus Bay beaches:</p> <ul style="list-style-type: none"> • Recreational driving or driving for pleasure is prohibited on any area of the Northern Pegasus Bay coastal strip • To protect our fragile coastal dune system, vehicles are prohibited to drive on any dunes in Northern Pegasus Bay • All vehicles must drive below the last high tide mark, unless it's unsafe to do otherwise, except at the Waimakariri River Mouth or using a specified access route • Vehicles must give way and show consideration to people, horses, other animals and birds at all times • Approved four-wheel drive clubs may obtain exemptions which allow them to drive on prohibited or restricted areas of the beach for civil defence or rescue training, and for track, beach or facility maintenance, rubbish removal and pest control • No vehicles are to drive through a flagged surf lifesaving patrol area • Speed limits apply, you should drive no faster than 30km/h and slow down to 10km/h when within 50 metres of people • Access from the Waimakariri District's northern boundary at Ashworth's Beach to the Ashley – Rakahuri Estuary is only for the purpose of boat launching or retrieval, fishing, white baiting and mahinga kai gathering • Access from the Waimakariri River Mouth to the Pines Ocean Outfall is for the purpose of boat launching or retrieval, fishing, white baiting and mahinga kai gathering as well as taking recreation equipment to the water's edge and for holders of mobility stickers • Vehicle access is available from the Ashley-Rakahuri River Mouth car park to the Ashley-Rakahuri River mouth during the whitebait season. This access is by permit only. |
| Motorbikes | Two-wheel motorbikes are prohibited from all beaches and dunes along the Northern Pegasus Bay Coastal strip. |
| Quad Bikes | Quad bikes are permitted to drive on the beach as they are classified as a motor vehicle. They can't be used for recreational driving or driving for pleasure, they must be legal to drive on the road and follow the earlier rules for Driving on the Beach. |
| Dogs on the Beach | Dogs are welcome on most beaches and areas of the Northern Pegasus Bay coastal strip. However, to protect ecological values and bird habitats around the Ashley River/Rakahuri estuary, wetlands and the spit south of the Ashley/Rakahuri River Mouth, dogs are not allowed in that area. |

| | |
|-----------------------------|--|
| | <p>Here are the key rules for Dogs on the Beaches:</p> <ul style="list-style-type: none"> • Dogs are not allowed in the areas between surf patrol flags or within 50 metres of the flags • Dogs must be under continuous and effective control at all times • Dogs which are unable to be under effective voice control around horses must be on a leash • Carry plenty of poo bags to pick up after your dog. |
| Recreational Horse Riding | <p>The Pegasus Bay Coastal Reserve track network allows casual horse riding along back dune areas between Kairaki-Pines Beach and Waikuku Beach. There are horse float parking areas provided at the end of Ferry Road in Woodend Beach, and at the southern end of Waikuku Beach settlement, off Reserve Road. Free key—This access is by permit only and available 12 months of the year free of charge.</p> <p>Schedule 4 of the Bylaw provides a map of float parking locations, beach access areas, and areas that are prohibited for horse riding and training.</p> <p>Here are the key rules for Recreational Horse Riding:</p> <ul style="list-style-type: none"> • Horse riding is prohibited in the Ashley River/Rakahuri Estuary area • Stick to the designated horse trails and give way to pedestrians • Stay below the last high-tide mark when riding on the beach, unless using a designated access trail • You should avoid riding through flagged surf patrol areas. |
| Horse Training | <p>Horse training at Woodend Beach has been restricted to an area extending 3.2 km's (2-mile training run) either side of the beach entrance to the Woodend Beach Horse Float Car Park and Access Trail and is subject to a user agreement.</p> |
| Swimming at the Beach | <p>Surf Life Saving crews patrol at Waikuku, and also cover Woodend Beach and Pegasus Beach during the peak summer season. The public are advised to swim at these locations.</p> |
| The Ashley/Rakahuri Estuary | <p>The Ashley-Rakahuri Estuary is a special place in our district and home to a lot of rare and endangered birdlife.</p> <p>To protect the estuary, the following are prohibited:</p> <ul style="list-style-type: none"> • Dogs (If walking on the nearby stop bank, please use a leash) • Horses • Land yachts • Drones and model aircraft • Taking off and landing microlights and helicopters • Vehicles are prohibited from entering the estuary. The vehicle access for whitebait is outside of the estuary and the route prescribed onto and along the beach must be strictly followed. |

| | |
|---------------|--|
| | It is a restricted area for kite surfing and there is a 5-knot speed limit for water craft. Schedule 5 of the Bylaw provides a map of where the prohibitions apply. |
| Camping | Camping, including freedom camping is not allowed in the dunes or beaches of Northern Pegasus Bay. |
| Fires | Fires are prohibited in the Bylaw area. Cultural cooking fires and braziers are allowed. |
| Kite surfing | <p>The Northern Pegasus Bay Bylaw 2024 restricts kite surfing in the Ashley River/Rakahuri Estuary to a designated area. Within this there is a launch area, transit area and main riding area.</p> <p>Kite surfing is prohibited in all other Ashley/ Rakahuri and Saltwater Creek estuarine areas.</p> <ul style="list-style-type: none"> • Stay clear of bird feeding areas in shallow water or exposed mudflats at low tide • Stay clear of dry shingle, driftwood, sand banks or islands where birds might be nesting or roosting • Only use the kite surfing transition area for moving to and from the launch area to the main riding area or the ocean • Stay 50 metres away from the north-west bank & 25 metres from the south-west bank of the Ashley River/Rakahuri Estuary at all times. |
| Land Yachting | Land yachts are prohibited between the beach entrance of the Waikuku Beach horse float car park access trail and the districts northern boundary. Schedule 6 of the Bylaw provides a map of restricted access. |

Background

The Northern Pegasus Bay was established to give effect to the agreements arising from the Northern Pegasus Bay Coastal Management Plan. The Bylaw was adopted by the Council and became operative on 1 July 2010.

A review of the Bylaw was conducted between 2014 and 2016 in accordance with Section 158 of the Local Government Act 2002. The review recommended that the Bylaw was still the most appropriate mechanism for controlling public behaviour and recreation activities on the beaches.

The Council adopted the Northern Pegasus Bay Bylaw 2016 on 5 July 2016 and became operative on 15 August 2016. The first Implementation Plan was co-developed by the Northern Pegasus Bay Bylaw 2016 Implementation Plan Working Party (NPBBIPWP). This group consisted of representatives from the Waimakariri District Council, Kaiapoi-Tuahiwi Community Board, Woodend-Sefton Community Board, Environment Canterbury, Department of Conservation, Te Kōhaka o Tūhaitara Trust, Te Ngāi Tūāhuriri Rūnanga and the Ashley-Rakahuri Rivercare Group. The NPBBIPWP recommended in the draft Plan that it be replaced by an advisory group that also included representation from beach communities and user groups, once the Implementation Plan had been adopted by Council.

The Northern Pegasus Bay Bylaw 2016 Implementation Plan was adopted by Council on 5 December 2017.

A review of the Northern Pegasus Bay Bylaw 2016 has been undertaken in two stages; an administrative review was undertaken to meet Local Government Act requirements; the review confirmed the Bylaw continues to be the most appropriate approach. The Council adopted an interim Northern Pegasus Bay Bylaw 2016 (amended 2023) with the request that staff undertake a full review including a robust consultation process in the latter part of 2023.

A review of the 2016 Implementation Plan identified a number of achievements and outstanding actions. This Implementation Plan will sit alongside the Northern Pegasus Bay Bylaw 2024 to provide a roadmap for effective implementation of the Bylaw and will include a number of non-Bylaw issues raised in the public consultation that can be better dealt with non-regulatory approaches.

Northern Pegasus Bay Advisory Group

The Northern Pegasus Bay Advisory Group is responsible for carrying out the following tasks:

- Overseeing the implementation of the Northern Pegasus Bay Bylaw 2024 Implementation Plan
- Monitoring progress of the Implementation Plan
- Providing updates on the Implementation Plan to Council on an annual basis
- Oversee the Northern Pegasus Bay Bylaw research and monitoring programme in conjunction with other interested parties
- Carrying out annual reviews of the kite surfing and commercial horse training user agreements.
- Overseeing periodic reviews of the Ranger Service contract(s) with the Council.
- Encouraging user groups, residents' associations and community boards to educate the community about the Bylaw to bring about a cultural shift in attitudes.

Note: Updated Terms of Reference for Northern Pegasus Bay Advisory Group have been drafted.

Membership of the Advisory Group includes one representative from each of the following organisations and communities:

- Waimakariri District Council
- Kaiapoi-Tuahiwi Community Board
- Woodend-Sefton Community Board
- Department of Conservation
- Environment Canterbury
- Ashley-Rakahuri Rivercare Group
- Te Kōhaka o Tūhaitara Trust
- Te Ngāi Tūāhuriri Rūnanga
- Hurunui District Council
- Waikuku Beach Kite surfers
- Ashley Fishermans Association Inc
- Kairaki Beach / Waimakariri river mouth fishing
- Woodend Beach Horse Trainers
- Fenton Reserve Trustees
- Waikuku Beach residents
- Pegasus Beach residents
- Pines/Kairaki Beach residents
- Woodend Beach residents

Northern Pegasus Bay Bylaw 2024 Implementation Plan Overview

| Our aspirations | Ongoing commitment | Projects |
|---|---|---|
| 1. Cultural Values | | |
| <p>1.1 Ngāi Tahu and Te Ngāi Tūāhuriri history and values regarding the use of coastal land, water and natural resources are acknowledged and promoted.</p> <p>1.2 Relevant Mahaanui Iwi Management Plan 2013 objectives and policies are taken into account in implementing the Bylaw.</p> | <p>Hold discussions with Te Ngāi Tūāhuriri Rūnanga about opportunities for developing partnerships in the achievement of the Northern Pegasus Bay Bylaw 2024 Implementation Plan.</p> | <p>Develop interpretation signs explaining the rich cultural history of the coastal area in consultation with Te Ngāi Tūāhuriri Rūnanga and place in key locations.</p> <p>Develop a coastal cultural values brochure and make available to the general public.</p> |
| 2. Ashley-Rakahuri Estuary | | |
| <p>2.1 The community, ECan, DOC, Te Ngāi Tūāhuriri, Fenton Reserve Trustees and the Council recognise the Estuary is a wetland of international significance and actively seek to protect it.</p> <p>2.2 Recreation activities carried out in the Estuary are compatible with protecting the Estuary ecosystem.</p> <p>2.3 The wildlife in the Estuary thrives with safe feeding, resting and breeding areas for all species.</p> <p>2.4 Organisations and community members work together to achieve an agreed vision for the Estuary.</p> | | <p>Investigate the feasibility and benefits of providing Te Kōhaka o Tūhaitara and the Ashley-Rakahuri Estuary with sentient status.</p> <p>Initiate discussions with other organisations to decide on a process, timeframe and funding for the development of a management plan for the Estuary.</p> |
| 3. Beach Amenities / Physical Structures | | |

| Our aspirations | Ongoing commitment | Projects |
|--|--|---|
| <p>3.1 The design and location of physical structures are appropriate to their setting and intended purpose and user-friendly.</p> <p>3.2 'Less is better'. Physical structures installed to enforce the Bylaw are the most effective solution to an identified problem.</p> <p>3.3 Continued pedestrian access for beach users, including those with mobility issues and young children is given priority over physical structures required for enforcement reasons.</p> <p>3.4 Physical structures are provided to support the development of the coastal strip as a managed park space.</p> | <p>Monitor the effectiveness of physical structures in the Bylaw coastal area.</p> <p>Deliver a rolling programme of renewals and improvements for the Bylaw coastal area.</p> | <p>Accessibility structure (and associated infrastructure) at Pegasus and Woodend beaches.</p> |
| 4. Signage | | |
| <p>4.1 Visitor information is well sited, appropriate to its setting and fit for purpose.</p> <p>4.2 Signage provides clear, consistent messaging and is visually appealing and engaging.</p> <p>4.3 The amount of signage in the Northern Pegasus Bay coastal strip is minimised.</p> <p>4.4 There is a coordinated approach amongst organisations installing signage.</p> <p>4.5 Beach users are educated through the use of interpretive signage.</p> | <p>Signage on the Bylaw rules is available at all beach locations and estuary.</p> <ul style="list-style-type: none"> • Clear and consistent • Location • Effectiveness | <p>A review of signage requirements that includes community feedback during the 2023/24 Bylaw review.</p> |
| 5. Education | | |

| Our aspirations | Ongoing commitment | Projects |
|---|--|--|
| <p>5.1 Education is used as a tool to prevent and resolve user conflict and conflicts between use and environmental values.</p> <p>5.2 Beach communities, user groups, Te Kōhaka o Tūhaitara Trust and the Kaiapoi-Tuahiwi and Woodend-Sefton Community Boards play a role in bringing about a ‘cultural shift’ in attitudes towards the Northern Pegasus Bay coastal strip, both in how it can be protected and enjoyed for recreational purposes.</p> <p>5.3 Beach users are informed of the significant wildlife and environmental values and rich cultural history associated with the Northern Pegasus Bay coastal strip and Tūhaitara Coastal Park.</p> | <p>Encourage user groups, residents’ associations and community boards to educate the community about the Bylaw to bring about a cultural shift in attitudes.</p> <p>Work with the community to develop and review educational resources (videos, leaflets etc) on key Bylaw issues and the cultural significance of the area.</p> <p>Make whitebaiters aware of wildlife issues, including the importance of driftwood areas above high tide for nesting birds, and whitebaiting rules, by handing out educational brochures when keys are given out and during interactions with Rangers.</p> <p>Monitor and provide advice about the use of long lines on the beach with a view to keeping all beach users safe.</p> <p>Promote the cultural and ecological values of the Tūhaitara Coastal Park.</p> | <p>Develop and implement an annual communications plan for the beaches/estuary that reflects seasonal activities/issues.</p> |
| 6. Publicity | | |
| <p>6.1 Beach users are aware they are in a managed environment when entering the coastal strip.</p> <p>6.2 Beach users and community groups and organisations working and recreating in the Northern Pegasus Bay coastal strip are well informed about the new Bylaw’s objectives and rules.</p> <p>6.3 People know who to contact to report a Bylaw-related issue.</p> | <p>Work with relevant recreation organisations to ensure their members are aware of Bylaw rules.</p> | <p>Develop and implement an annual communications plan for the beaches/estuary that reflects seasonal activities/issues.</p> |

| Our aspirations | Ongoing commitment | Projects |
|--|--|---|
| 7. Working with Others | | |
| <p>7.1 Beach communities are empowered to take positive action to protect the beach environment.</p> <p>7.2 Community members help to change the 'beach culture' by acting as role models and promoting stewardship.</p> <p>7.3 Agencies and community groups involved with the coast collaborate and work closely together,</p> <p>7.4 Development in the Northern Pegasus Bay coastal strip is done in consultation with relevant community groups and affected parties.</p> | <p>Discuss inter-related coastal matters, including the implementation of the two Bylaws and representation on the advisory group with the Hurunui District Council.</p> <p>Encourage beach users and other voluntary groups to hold an annual beach clean-up day.</p> <p>Support predator control efforts in the Ashley–Rakahuri Estuary by locals.</p> | <p>Support the Tūhaitara Coastal Park foredune bio-node project and look for opportunities to extend this programme into the Northern Pegasus Bay coastal strip.</p> <p>Investigate community support for reinvigorating a residents' group at Waikuku Beach to support the Implementation Plan actions.</p> <p>Discuss with the Waikuku Beach Surf Club options for providing disabled access at Waikuku Beach and recommend a solution for consideration by WDC and ECan Councillors.</p> |
| 8. User Agreements | | |
| <p>8.1 The Woodend Beach Commercial Horse Trainer's User Agreement is an effective tool for managing user conflict.</p> <p>8.2 The Kite Surfing User Agreement – Ashley River-Rakahuri Estuary is effective in achieving the necessary balance between using the Estuary for kite surfing and protecting environmental and wildlife values.</p> | <p>Carry out an annual review of the Commercial Horse Trainers User Agreement prior to the start of summer as per Bylaw clause 10.4.</p> <p>Carry out an annual review of the Kite Surfing User Agreement prior to the start of the kite surfing season or whenever significant changes to the coastal environment during this period necessitate additional reviews as per Bylaw clause 13.2.</p> | |
| 9. Enforcement | | |

| Our aspirations | Ongoing commitment | Projects |
|--|---|--|
| <p>9.1 There is a coordinated approach to enforcing activities occurring within the Northern Bay coastal strip.</p> <p>9.2 Northern Pegasus Bay Bylaw Ranger Services are highly visible, effectively targeted and well supported by local beach communities.</p> <p>9.3 Systems are in place to ensure complaints are promptly responded to and followed up.</p> <p>9.4 Waimakariri District Council and Environment Canterbury have appropriate processes in place to ensure breaches of the Bylaw are effectively enforced.</p> | <p>Carry out a combined agency enforcement operation in the Northern Pegasus Bay coastal strip each year.</p> <p>Report regularly to the advisory group on beach users perceived level of awareness of Bylaw rules and number of incidents recorded on the ECan database.</p> <p>Review annually the effectiveness of the shared enforcement process.</p> <p>Encourage Estuary users via promotional material and on signage to report offences to ECan for follow up, including recording licence plate numbers.</p> | <p>Review current level of provision/funding – contract & scope.</p> <p>Review the Enforcement Services contract between ECan and the Council, including the determination of new levels of service.</p> |
| 10. Research and Monitoring | | |

| Our aspirations | Ongoing commitment | Projects |
|--|--|---|
| <p>10.1 Monitoring programmes are in place for the following identified priority areas:</p> <ul style="list-style-type: none"> a. effectiveness of Bylaw enforcement b. effectiveness of the Woodend Beach Commercial Horse Trainer's User Agreement c. effectiveness of the Kite Surfing User Agreement – Ashley River/Rakahuri Estuary d. effectiveness of the Fenton Reserve MOU e. the effectiveness of Bylaw provisions in protecting Ashley/Rakahuri Estuary wildlife values from the impact of recreation use f. the effectiveness of Bylaw provisions in protecting coastal dune systems from the impact of recreation use g. the achievement of the Implementation Plan. <p>10.2 Research programmes are in place where a knowledge gap has been identified.</p> <p>10.3 Research efforts in the Northern Pegasus Bay coastal strip are coordinated and research partners are actively sought.</p> | <p>Ensure research carried out within the Northern Pegasus Bay coastal strip is prioritised and coordinated.</p> <p>Beach Users Survey completed every 2 years. Regularly monitor the use of the designated commercial horse training area at Woodend Beach as per agreed methodology.</p> <p>Monitor levels and characteristics of the kite surfing activity in the Ashley-Rakahuri Estuary using the ECan Ranger Service Info tool.</p> <p>Monitor levels of motorised water sports occurring in the Ashley-Rakahuri Estuary using the ECan Ranger Service Info tool.</p> <p>Monitoring the breeding of shorebirds around the estuary (the species, their nest locations, and their breeding outcomes) Ashley-Rakahuri Rivercare Group.</p> <p>Monitor the impact of vehicle use on the coastal dune system.</p> <p>Continue to develop working relationships with tertiary education providers.</p> | <p>Refresh the research programme for the Northern Pegasus Bay.</p> <p>Investigate the possibility of finding a research partner to study the effectiveness of Bylaw provisions in protecting Ashley- Rakahuri Estuary wildlife values from the impact of recreation use.</p> |
| 11. Review | | |
| <p>11.1 User related issues are identified before they escalate or before irreversible environmental damage occurs and prompt action is taken to address these.</p> <p>11.2 The annual reviews of user agreements, as required by the Bylaw, are completed.</p> | <p>The Northern Pegasus Bay Advisory Group regularly review monitoring data to identify any significant or new issues in the coastal Bylaw area.</p> | <p>5-year review (S155 Report) of the Northern Pegasus Bay Bylaw to commence mid-2028 S155 Report due no later than XX August 2029 (5 years after Bylaw adopted). Legislative requirement.</p> |



**STATEMENT OF PROPOSAL TO REVOKE THE WAIMAKARIRI DISTRICT COUNCIL NORTHERN
PEGASUS BAY BYLAW 2016 (AMENDED 2023) AND CREATE THE**

NORTHERN PEGASUS BAY BYLAW 2024

Introduction

This Statement of Proposal is prepared for the proposed *Waimakariri District Council Northern Pegasus Bay Bylaw 2024*, and is made under sections 145, 146 and 156 of the *Local Government Act 2002* (the Act).

The documents relating to this proposal are attached to this Statement of Proposal. Copies of the Statement of Proposal are also available on the Council's website at waimakariri.govt.nz and at all Council Service Centres and district libraries during the consultation period which runs from 15 May to 14 June 2024.

Consultation will include notification of a number of affected organisations, public notices in local newspapers and information about the review on the Council's website.

Any questions can be referred to Sylvia Docherty on 0800 965 468.

You can forward your submissions to the Council at:

Northern Pegasus Bay Bylaw Submissions
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Attention: Sylvia Docherty

Or email them to: records@wmk.govt.nz.

We need to receive your submission no later than **Friday 12 June 2024**.

Following the public consultation, there will be public hearings where submitters will have the opportunity to be heard if they so choose. This will be followed by a deliberations process that is also open to the public. The specific dates for both will be made available on the Council website.

Nature of Proposal

The Council proposes to revoke the current *Northern Pegasus Bay Bylaw 2016 (amended 2023)* and replace it with an amended bylaw called the *Northern Pegasus Bay Bylaw 2024*. As part of this bylaw making process the Council invites members of the public to comment on the draft 2024 bylaw.

The proposal to make this bylaw is made under the provisions of the *Local Government Act 2002*:

Section 145 – “A territorial authority may make bylaws for its district for 1 or more of the following purposes:

- a) protecting the public from nuisance;
- b) protecting, promoting, and maintaining public health and safety;
- c) minimising the potential for offensive behaviour in public places.”

Section 146 - “Without limiting section 145, a territorial authority may make bylaws for its district for the purposes-

b) of managing, regulating against, or protecting from, damage, misuse, or loss, or for preventing the use of, the land, structures, or infrastructure associated with 1 or more of the following:

(vi) reserves, recreation grounds, or other land under the control of the territorial authority

The first Bylaw for Northern Pegasus Bay was adopted by the Council and took effect on 1 July 2010. The Bylaw was originally established to give effect to the agreements arising from the Northern Pegasus Bay Coastal Management Plan. An in-depth review with public consultation was conducted in 2015/2016 and a revised Bylaw was approved by the Council on 5 July 2016. An Implementation Plan was also adopted by the Council on 5 December 2017. In the review of the 2016 Bylaw the Council approved an interim Bylaw on 2 May 2023 to meet Local Government Act 2002 requirements, requesting time is allowed for community engagement to understand how the current Bylaw rules are impacting on the recreation and environmental needs of our beaches.

Public consultation was undertaken from 20 December 2023 to 1 March 2024 with 48 submissions on the Northern Pegasus Bay Bylaw and 380 participants in the Beach User Survey.

The proposed revised 2024 bylaw seeks to address the following key issues:

- Promoting environmental values and appreciation
- Health and safety of beach users.
- Conflicts between incompatible recreation activities.
- The impact of offensive behaviour on other beach users' enjoyment or use of the beach.
- Impacts of recreation use on the dune systems and on the wildlife and vegetation of the estuaries and lagoons.
- Disturbance and destruction of foreshore habitats.

The proposed revised 2024 bylaw attempts to resolve identified public health, safety and nuisance issues in a way that is no more than reasonably necessary by:

- Giving priority to the most vulnerable beach users, such as children and other people on foot and bathers.
- Designating zones away from the most popular swimming beach (Waikuku Beach) for activities such as recreational horse riding, horse training, land yachting and driving.
- Prohibiting dogs, vehicles and horse trainers from passing through flagged surf patrol areas and requiring recreational horse riders to take due care and land yacht operators to dismount if passing through on a return trip is unavoidable.
- Reducing the number of vehicles on the beach by prohibiting recreational driving and motorcycles.
- Clearly setting out personal responsibilities around the use of a vehicle on the beach (the same as on a road).
- Requiring beach users to have effective control of their dogs at all times.
- Prohibiting dogs from areas with high biodiversity value, where there are critically endangered or threatened bird species.
- Requiring the use of the beach for horse training to be in accordance with a user agreement.
- Requiring all beach users to be aware of each other and not impact on another's use or enjoyment of the beach.

Reasons for this Proposal

Under section 158 of The Act, the Council is required to review its bylaws at five and then ten yearly intervals.

Section 156 of The Act requires a Council to consult the public using a special consultative procedure if (1) (ii) *"the local authority considers that there is, or is likely to be, a significant impact on the public due to the proposed bylaw or changes to the bylaw"*.

The proposed revised 2024 bylaw is significantly changed in content and provisions from the previous 2023 version. The Bylaw is being amended so that it will most effectively support the Council to regulate activities in the Northern Pegasus Bay coastal area of the Waimakariri district in order to manage conflicting

recreational uses, minimise any environmental impacts arising from this activity, protect and promote public health and safety and minimise the potential for offensive behaviour in public places. The Council has therefore decided to use the special consultative procedure to provide opportunity for public input.

The changes are summarised in the “Proposed Changes” section of this Statement, below.

| Section/Clause | Recommended changes to new bylaw Northern Pegasus Bay Bylaw 2024 | Reasons |
|---|---|--|
| 3. Application and Purpose 3.7 (new clause) | 3.1 add '(a) Protect the natural and cultural value of the foreshore and estuary environment'. 3.7 This Bylaw acknowledges the Hurunui District Council (HDC) Northern Pegasus Bay Bylaw 2015 noting similar issues and purpose. Clauses in the HDC Bylaw are not necessarily the same as this Bylaw. | The Advisory Group and submitters requested clearer alignment with cultural and natural environment values. Submitters requested better alignment between the Northern Pegasus Bay Bylaws of the neighbouring districts. |
| 13. Restricted and Prohibited Areas for Special Recreational Activities 13.1 | 13.1 No person shall use a drone or model aircraft or take off or land an aircraft, including a microlight or helicopter, within the Ashley River/Rakahuri and Saltwater Creek estuarine areas and adjacent beach areas, as described and set out in schedule 5. Civil Aviation Authority (CAA) rules apply to the use of the air space over the estuary. | The area has been widened to include adjacent beach areas to the estuary to protect threatened and critically endangered birds. |
| 14. Restricted Fire Control Area 14.1 New | 14. Fires 14.1 Fires in the open air are prohibited within the Bylaw area. Exemptions may be granted with prior written approval from the Waimakariri District Council. 14.2 (new) Cultural cooking fires, examples include hāngī, umu, and lovo, are permitted and must adhere to FENZ safety guidelines. | A request to prohibit fires within the Bylaw area was supported by the Northern Pegasus Bay Advisory Group, council Hearing Panel and a representative from Fire and Emergency New Zealand (FENZ) due to public safety concerns. |
| 15. Fireworks | 15.1 Setting off any firework, flare or any other explosive material within the Bylaw area is prohibited. Exemptions may be granted with prior written approval from the Waimakariri District Council. 15.2 Firework means an object containing hazardous substances with explosive properties. | Similar to the changes to the Fire-related clauses. These new clauses to prohibit fireworks seek to address public safety concerns. |
| 16. Dog Control | 16.1 All dogs are prohibited from the Ashley River/Rakahuri and Saltwater Creek estuarine areas, as described and set out in schedule 5. 16.2 All dogs are prohibited from the entirety of the spit adjacent to the estuarine area to the Low tide mark north of the Waikuku northern car park and south of the Ashley River / Rakahuri, as described and set out in schedule 5. | Recognising the impact disturbance from dogs has on feeding, breeding and resting of threatened and endangered birds in the estuarine area. |
| 17. Exemptions | 17.2 This bylaw does not apply to owners of Fenton Reserves and holders of Fenton Entitlements located within the bylaw area when exercising their legal rights to access waterways associated with these reserves and entitlements for mahinga kai purposes. | The requirement for an agreement with Fenton Reserves/Entitlements Trustees has been removed from this clause and will be revisited at the next review of the bylaw. |

Related Documents

- Proposed Waimakariri District Council Northern Pegasus Bay Bylaw 2024 (TRIM 240321044727)
- Beach User Survey 2023/2024 Report (TRIM 2404XXXXXXX)
- Waimakariri District Council Northern Pegasus Bay Bylaw 2016 (amended 2023) (TRIM 230217021817)
- Northern Pegasus Bay Bylaw 2016 (amended 2023) Section 155 Report (TRIM 240408053724)



SECTION 155 REPORT

1. Background to Northern Pegasus Bay Bylaw 2016 (amended 2023)

Currently the Northern Pegasus Bay Bylaw 2016 (amended 2023) regulates activities in the Northern Pegasus Bay coastal area of the Waimakariri district in order to manage conflicting recreational uses, minimise any environmental impacts arising from this activity, protect and promote public health and safety and minimise the potential for offensive behaviour in public places.

2. Bylaw review requirements - determination of whether the Bylaw is appropriate

Under the Local Government Act 2002 (the Act), the council is required to review its bylaws within five years of first being made (section 158), and then at least once every 10 years (section 159). The 2010 bylaw underwent a full review in 2015/2016 and the 2016 bylaw had an administrative/interim review in 2022/2023.

When the council reviews a bylaw, the process is set by section 160 of the Act. Part of this process requires the council to review the bylaw by making the following determinations:

- Whether or not a bylaw is the most appropriate way of addressing a perceived problem or issues; and
- If the council decides that a bylaw is (still) appropriate, whether the bylaw is the most appropriate form of bylaw; and
- Whether or not the bylaw gives rise to any implications under the New Zealand Bill of Rights Act 1990 (NZBORA)

The following analysis has been undertaken for the purposes of reviewing the Northern Pegasus Bay Bylaw 2016 (amended 2023).

3. What are the perceived problems?

In the development of the Northern Pegasus Bay Bylaw 2010 the council identified various problems/issues that needed to be addressed. These are reflected in the purpose of the Northern Pegasus Bay Bylaw 2016 (amended 2023). For this current review, the council has considered whether those problems still exist and whether there are any new issues that need to be addressed.

2023 Section 155 Report summary - A section 155 report was completed in 2023 as part of the administrative/interim review of the bylaw. The focus for this review was available data from the following sources:

- **WDC Service Request Records** - August 2016 to 22 March 2022
- **WDC correspondence records** - July 2016 to 9 August 2022
- **Northern Pegasus Bay Advisory Group discussions/minutes**
- **Environment Canterbury (ECan) Ranger Patrol Records 2016 – 2021**
- **Te Kōhaka o Tūhaitara Trust (TKoTT) Ranger Patrol Records**
- **The Impact of Vehicles on Northern Pegasus Bay Beaches**
Ben Kirk, Callum Snell, Grace Middleton, Mary Millett, Sarah Wilson
University of Canterbury GEOG309 research paper - November 2020
- **Characteristics of Commercial Horse Trainers at Woodend Beach, Canterbury**
Annabelle Osborne, Casey Carrass, Leitesha Pentelow, Krystal Paix
University of Canterbury GEOG309 research paper - September 2019



- **Management of Sand Beaches for the Protection of Shellfish resources**
Gareth Taylor – 2013 *Canterbury University Geography thesis*
- **Traffic Counts – Ashley Rakahuri Estuary, Kairaki Beach Carpark**
Agfirst MetroCount Traffic Executive on behalf of WDC 2020, 2021, 2022

The 2023 report determined that the Northern Pegasus Bay Bylaw 2016 was effective, even though some issues related to beach users' health and safety and environment protection persisted. Use of non-regulatory methods seemed to provide an advantage for the community through increased access to beach. These methods require council to focus on raising public awareness of the importance of beach user health and safety and beach eco-systems. However, the report noted there is a good chance that non-regulatory approaches will not be successful in altering beach users' behaviour to the extent required to minimize any negative consequences arising from the behaviour and meet bylaw objectives.

2023/2024 evidence gathering - Public consultation that ran from 20 December 2023 to 1 March 2024. A total of 48 submissions were received (42 online and 6 written/email). In addition to this 380 beach users completed an online Beach User Survey with representation spread across the beaches and estuary. A one-page summary of the Beach User Survey is included at the end of this report.

Analysis of the submissions and beach user survey was shared with the Northern Pegasus Bay Advisory Group along with the requests for changes to the Bylaw and Implementation Plan. The Advisory Group made a number of recommendations that were shared with the Hearing Panel to include in their deliberations.

Environment Canterbury (ECan) Rangers Patrol Records were reviewed by the Northern Pegasus Bay Advisory Group at meetings in 2023 to identify any changes or new issues in the quarterly reports. No significant changes were identified.

Reducing Dog Disturbance to Wildlife

Charlotte Kedzlie, Michelle Ingham, Kimberley Miratana, Andre Moneda, Kate Strawbridge
University of Canterbury GEOG309 research paper – 2022

Bird Disturbance from Human Activity

Bonnie Kaldor, Avon-Heathcote Estuary Ihutai Trust – September 2019

Effects of Human Disturbances on Birds at the Avon-Heathcote Estuary

Leila Figueiredo de Almeida Silva
Avon-Heathcote Estuary Ihutai Trust Summer Scholar Research – February 2020

Free-Ranging Dogs and Wildlife Conservation. Edited by Matthew E. Gompper **Chapter 4: Dogs as agents of disturbance**

Michael A. Weston, Theodore Stankowich – October 2013
Published 2014 by Oxford University Press.

The assessment is that the problems that existed in 2010 and in reviews undertaken in 2015/2016 and 2022/2023 are still present and the bylaw provisions which relate need to be retained.

The staff analysis identifies the following specific problems and issues with the current bylaw which need to be addressed (in a replacement bylaw):



- Add 'protect the natural and cultural value of the foreshore and estuary environment' to the overall purpose of the Bylaw.
- Disturbances to threatened and endangered birds feeding, breeding and resting in the estuarine is impacted by areas adjacent to the estuary. Specifically, dogs on the spit adjacent to the estuarine area to the low tide mark north of the Waikuku northern car park and south of the Ashley River / Rakahuri and landing and taking off of aircraft on beaches adjacent to the estuary.
- Public and environmental safety concerns of fires and fireworks in the Bylaw area.
- Recognise that the draft agreement with Fenton Reserves/Entitlements Trustees has not been finalised.
- Acknowledge the Hurunui District Council Northern Pegasus Bay Bylaw.

4. Is the bylaw the most appropriate way of addressing the perceived problems?

The Council is required by legislation to determine (what are) the best options for addressing perceived problems. This requires considerations as to whether, or not, a bylaw is the most appropriate way of addressing the perceived problems. The options considered were:

Option 1: Revoke the current bylaw and not replace it. This is not a preferred option.

Option 2: Status quo – retain the current bylaw. This is not preferred as the current bylaw does not address adequately problems identified.

Option 3: Amend the current bylaw. An amendment bylaw is not the preferred option given the significance of the recommended changes identified as required.

Option 4: Replace the current bylaw with a new bylaw. This is the preferred option.

The analysis suggests that the best approach is for the Council to replace the Northern Pegasus Bay Bylaw 2016 (amended 2023) with a new bylaw, i.e. the proposed Waimakariri District Council Northern Pegasus Bay Bylaw 2024.

Having identified that a new bylaw is the appropriate option, staff identified the most appropriate form of bylaw as one that:

- Helps achieves the Council's Community Outcomes,
- Is not inconsistent with other Waimakariri District Council bylaws,
- Allows for exceptions and special circumstances,
- Is within the legal power of the Council to make bylaws under s145 and s146 of the Local Government Act 2002 and s22AB of the Land Transport Act 1998.
- Is not inconsistent with the NZBORA

As the preparation of a new bylaw is considered the most appropriate approach, staff have prepared a clause by clause analysis of the proposed provisions for the Northern Pegasus Bay Bylaw.

In undertaking this analysis, two main options were identified with respect to most bylaw clauses: retaining the current provision, or making a new provision. In considering which is the most appropriate, the following questions were asked:



- i. Does the clause address an identified problem or is it necessary for the management of the Northern Pegasus Bay coastal area?
- ii. Does it provide an appropriate level of control?
- iii. Is it consistent with other Council bylaws?
- iv. Is it specific and easy to interpret for the public and Council officers?
- v. Is this provision enforceable?

5. Powers to form this Bylaw

The following Government Act's provide the powers to form this Bylaw:

Local Government Act 2002 - sections 145, 146 (b)(vi) and 153 (3)

Land Transport Act 1998 - sections 22AB(1)(b), 22AB(1)(c), 22AB(1)(f) and 22AB(1)(zk)

[Local Government Act 2002 section 145 General bylaw-making power for territorial authorities](#)

A territorial authority may make bylaws for its district for 1 or more of the following purposes:

- (a) protecting the public from nuisance:
- (b) protecting, promoting, and maintaining public health and safety:
- (c) minimising the potential for offensive behaviour in public places.

[Local Government Act 2002 section 146 \(b\)\(vi\) Specific bylaw-making powers of territorial authorities](#)

Without limiting section 145, a territorial authority may make bylaws for its district for the purposes—

- (b) of managing, regulating against, or protecting from, damage, misuse, or loss, or for preventing the use of, the land, structures, or infrastructure associated with 1 or more of the following:
 - (vi) reserves, recreation grounds, or other land under the control of the territorial authority

[Local Government Act 2002 section 153 \(3\)](#)

However, the Crown is bound by any bylaw if non-compliance with that bylaw by the Crown would be likely to have an adverse effect on public health or safety.

[Land Transport Act 1998 Section 22AB Road controlling authorities may make certain bylaws](#)

- (1) A road controlling authority may make any bylaw that it thinks fit for 1 or more of the following purposes:
 - (b) prescribing fines, not exceeding \$1,000, for the breach of any bylaw made under this section.
 - (c) prohibiting or restricting, absolutely or conditionally, any specified class of traffic (whether heavy traffic or not), or any specified motor vehicles or class of motor vehicle that, by reason of its size or nature or the nature of the goods carried, is unsuitable for use on any road or roads:
 - (f) prohibiting or restricting the use of vehicles on beaches:
 - (zk) regulating any road-related matters not addressed by paragraphs (a) to (zj), including (but not limited to) enhancing or promoting road safety or providing protection for the environment.

**Table 1:** Analysis of existing Bylaw clauses

| Northern Pegasus Bay Bylaw 2016 (amended 2023) Clause | Bylaw-making powers | Comment / Reason for clause | Recommended Response |
|--|---|---|-----------------------------|
| 1.1 This bylaw is made pursuant to sections 145, 146 (b)(vi) and 153 (3) of the Local Government Act 2002 and sections 22AB(1)(b), 22AB(1)(c), 22AB(1)(f) and 22AB(1)(zk) of the Land Transport Act 1998. | LGA 2002 s145 | A review of the Acts giving power to this bylaw identify no change required. | Continue without amendment |
| 1.2 This bylaw is the Waimakariri District Council Northern Pegasus Bay Bylaw 2016 (amended 2023). | LGA 2002 s145 | Update to the Northern Pegasus Bay Bylaw 2024 | Minor amendment |
| 2.1 This bylaw replaces the Waimakariri District Council Northern Pegasus Bay Bylaw 2016 and comes into force on 30 June 2023. | LGA 2002 s145 | Update the name of the Bylaw and the commencement date. | Minor amendment |
| 3.1 The purpose of this bylaw is to control activities on the beaches, including the foreshore and adjacent land areas of Northern Pegasus Bay, in order to: (a) Manage recreational uses for the benefit and enjoyment of all users; (b) Minimise environmental impacts arising from this recreation activity; (c) Protect, promote and maintain public health and safety; (d) Protect the public from nuisance; (e) Minimise the potential for offensive behaviour in public places. | LGA 2002 s145 | Following submissions the council Hearing Panel recommended a change to add the following purpose: Protect the natural and cultural value of the foreshore and estuary environment | Amend |
| 3.2 Activities that are prohibited from the whole of the bylaw area include recreational driving, all motorcycles and unregistered and unlicensed vehicles. Freedom camping, interfering with wildlife, erecting or interfering with buildings and permanent structures without permission and introducing substances that could harm other people, animals or plants. are also prohibited. | LGA 2002 s145 s146(b)(vi) LTA 1998 s(1)(c)(f)(zk) | New clauses in the Bylaw will prohibit fires and fireworks | Amend |
| 3.3 Activities that are prohibited from the Ashley River/Rakahuri and Saltwater Creek estuarine areas include equestrian and dog-related activities; operating land yachts, drones and model aircraft; and taking off or landing of aircraft including microlights and helicopters. Driving vehicles without a permit or exemption is also prohibited in this area. | LGA 2002 s145 s146(b)(vi) LTA 1998 s(1)(c)(f)(zk) | | Continue without amendment |



| Northern Pegasus Bay Bylaw 2016 (amended 2023) Clause | Bylaw-making powers | Comment / Reason for clause | Recommended Response |
|--|---|--|----------------------------|
| 3.4 Vehicles are also generally prohibited from between the Ocean Outfall and the Ashley/Rakahuri River Mouth. Land yachts are prohibited from the area between the beach entrance to the Waikuku Beach Horsefloat Car Park and Access Trail and the District's northern boundary. | LGA 2002 s145 s146(b)(vi) LTA 1998 s s22AB(1)(c)(f)(zk) | | Continue without amendment |
| 3.5 Restricted activities (activities that have conditions attached) include driving vehicles between the Kairaki Beach Car Park and the Ocean Outfall, within the Ashley River/Rakahuri and Saltwater Creek estuarine areas and from the northern boundary of the district to the north of the Ashley/Rakahuri River Mouth, lighting fires, horse training, dog-related activities, kite surfing in the Ashley River/Rakahuri and Saltwater Creek estuarine area and using a land yacht between the Kairaki Beach Car Park and the beach entrance to the Waikuku Beach Horsefloat Car Park and Access Trail. | LGA 2002 s145 s146(b)(vi) LTA 1998 s22AB (1)(c)(f)(zk) | Lighting fires will change to a prohibited activity under the new Bylaw. | Amend |
| 3.6 This bylaw applies to all of the beach, including the foreshore and adjacent land and water areas of Pegasus Bay between the southern boundary of the Waimakariri District, located at the Waimakariri River Mouth, and the northern boundary with Hurunui District, as described and set out in schedules 2, 3, 4, 5 and 6. Some of this land is under the control of the Waimakariri District Council and some is under the control of Environment Canterbury, Department of Conservation, Land Information NZ Toitū Te Whenua and Te Kōhaka o Tūhaitara Trust. | LGA 2002 s145 s146(b)(vi) LTA 1998 s22AB (1)(c)(f)(zk) | | Continue without amendment |
| 4 Definitions | LGA 2002 s145 | Update the Regional Council description to Environment Canterbury | Continue without amendment |
| Prohibited Vehicle Access | | | |
| 5.1 No person shall drive a motor vehicle to, from or on a beach, including the dunes, if prohibited from doing so by any clause within this bylaw. | LTA 1998 s22AB (1)(c)(f)(zk) | | Continue without amendment |
| 5.2 No person shall ride a motorcycle on the beach, including the dunes. | LTA 1998 s22AB (1)(c)(f)(zk) | Introduced in the 2016 Bylaw and continues to be recognised as an | Continue without amendment |



| Northern Pegasus Bay Bylaw 2016 (amended 2023) Clause | Bylaw-making powers | Comment / Reason for clause | Recommended Response |
|---|---------------------------------|---|----------------------------|
| | | issue impacting public safety and the environment. | |
| 5.3 No person shall drive a motor vehicle on the beach except in the areas outlined in Section 6 - Restricted Vehicle Access and described and set out in schedules 2 and 3 of this bylaw. | LTA 1998 s22AB (1)(c)(f)(zk) | Ashworths Beach and Kairaki Beach to Ocean Outfall. Waikuku Beach has a permit gate. | Continue without amendment |
| 5.4 No person shall drive a motor vehicle on the beach for any purpose other than those specified in clauses 6.2, 6.3, 6.4 and 6.5 of this bylaw. | LTA 1998 s22AB (1)(c)(f)(zk) | | Continue without amendment |
| 5.5 Recreational driving on the beach, as defined in section 4 is prohibited. | LTA 1998 s22AB (1)(c)(f)(zk) | Recognised as an issue impacting public safety and the environment. | Continue without amendment |
| Restricted Vehicle Access | | | |
| 6.1 Clauses 6 and 7, and the sub-clauses thereto, set out restrictions that apply to driving on any Council beaches that are authorised by this bylaw, notwithstanding the provisions of clauses 5.1 to 5.5. | LTA 1998 s22AB (1)(c)(f)(zk) | | Continue without amendment |
| 6.2 A person may drive a motor vehicle from the Kairaki Beach Car Park, located at the Waimakariri River Mouth, to the Ocean Outfall, as shown and set out in schedule 2, only for the purposes of boat launching or retrieval, taking machinery and equipment used for legitimate recreational purposes (this may include, but is not limited to jet skis, wind surfing boards and land yachts) to and from the water's edge, fishing, whitebaiting, mahinga kai gathering, or to enable disability access for holders of mobility parking permits. | LTA 1998 s22AB (1)(c)(f)(zk) | | Continue without amendment |
| 6.3 A person may drive a motor vehicle in the restricted vehicle area, as described and set out in schedule 2, from the Waimakariri District's northern boundary to the north of the Ashley/Rakahuri River Mouth, only for the purposes of boat launching or retrieval, fishing, whitebaiting and mahinga kai gathering. | LTA 1998 s22AB (1)(c)(f)(zk) | More restrictive that at Kairaki Beach to Ocean Outfall. | Continue without amendment |
| 6.4 A person, upon obtaining a permit, may drive a motor vehicle through the locked gate at the Ashley/Rakahuri River Mouth Car Park and along the access route, as described and set out in schedules 2 and 3, to gain access to the Ashley/Rakahuri River Mouth. Permits may be issued for the purposes of boat launching or | LTA 1998 s22AB (1)(c)(f)(zk) | | Continue without amendment |



| Northern Pegasus Bay Bylaw 2016 (amended 2023) Clause | Bylaw-making powers | Comment / Reason for clause | Recommended Response |
|---|---------------------------------|--|---|
| retrieval, fishing, whitebaiting and mahinga kai gathering, and are subject to the terms and conditions described and set out in schedule 1 of this bylaw. | | | |
| 6.5 A person holding a permit in accordance with clause 6.4 of the bylaw shall remain on the access route marked by the Council, from the Ashley/Rakahuri River Mouth Car Park to the beach and then remain below the last high tide mark, as described and set out in schedules 2 and 3. | LTA 1998 s22AB (1)(c)(f)(zk) | This permit/locked gate is successful in managing restricted access to the area. | Continue without amendment |
| 6.6 The access route marked by the Council from the Ashley/Rakahuri River Mouth Car Park to the River Mouth, as described in schedules 2 and 3, may be physically relocated from time to time by the Council, following receipt of river management engineering and ecological advice. Signage will be used to advise users of any changes to the location of the route. | LGA 2002 s145 | | Minor amendment to provide a clearer definition of the area |
| 6.7 People driving permitted or exempted motor vehicles shall stay clear of areas of driftwood and other detritus likely to be used for bird habitats in the Ashley River/Rakahuri and Saltwater Creek estuarine areas or on beach areas adjacent to the estuary. | LTA 1998 s22AB (1)(c)(f)(zk) | | Continue without amendment |
| Use of Vehicles – General Conditions | | | |
| 7.1 The <i>Land Transport Act 1998</i> defines the beach as a road and therefore all motor vehicles driven on the beach are required to be registered and licensed, and all drivers are required to be licensed, where they are required to be registered and licensed under the Act. | LTA 1998 s22AB (1)(c)(f)(zk) | | Continue without amendment |
| 7.2 No person shall drive a motor vehicle on a beach other than below the last high tide mark, unless it is unsafe to do otherwise, except when using an access route specified in this bylaw, or when at the Waimakariri River Mouth. | LTA 1998 s22AB (1)(c)(f)(zk) | | Continue without amendment |
| 7.3 No person shall drive a motor vehicle through a beach area that is flagged for surf lifesaving patrols, except as provided for by approval under clause 16, and subject to the conditions set out in any such approval. | LTA 1998 s22AB (1)(c)(f)(zk) | | Continue without amendment |
| 7.4 No person shall drive a motor vehicle on a beach area that has been reserved, by the Council from time to time and for periods set | LTA 1998 s22AB (1)(c)(f)(zk) | | Continue without amendment |



| Northern Pegasus Bay Bylaw 2016 (amended 2023) Clause | Bylaw-making powers | Comment / Reason for clause | Recommended Response |
|--|---------------------------------|-----------------------------|----------------------------|
| by the Council, for events from which vehicular activities are excluded. | | | |
| 7.5 No person shall drive a motor vehicle on any beach, adjacent land area or access track at a speed in excess of 30 kilometres per hour or at a speed in excess of 10 kilometres per hour within 50 metres of any other person not in the motor vehicle. | LTA 1998 s22AB (1)(c)(f)(zk) | | Continue without amendment |
| 7.6 No person shall drive or ride a vehicle on any part of the beach where vehicles are allowed, in a manner, which having regard to all the circumstances of the case, is or might be dangerous to the public or to any person. | LTA 1998 s22AB (1)(c)(f)(zk) | | Continue without amendment |
| 7.7 All persons operating a motor vehicle on a beach shall give way and show due consideration to all persons on foot, and to bathers, horses and other animals at all times. Birds and their nests must be avoided. | LTA 1998 s22AB (1)(c)(f)(zk) | | Continue without amendment |
| 7.8 Any person who obtains a permit, permission or exemption under this bylaw to take a motor vehicle onto any beach shall strictly comply with any terms and conditions included within that permit or permission. | LTA 1998 s22AB (1)(c)(f)(zk) | | Continue without amendment |
| Prohibited Horse Access | | | |
| 8.1 No person shall drive, ride, lead, let wander or otherwise use any horse or horses within the prohibited area extending from immediately north of the beach entrance to the Waikuku Beach Horse Float Car Park and Access Trail to the north of the Ashley /Rakahuri River Mouth, as described and set out in schedule 4 of this bylaw. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 8.2 Horse training is prohibited on the beach outside of the permitted northern and Woodend Beach areas, as described and set out in schedule 4 of this bylaw. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 8.3 Horses are prohibited from accessing the beach via the Pines Beach horse accessway at the end of Reid Memorial Avenue. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| Restricted Horse Access | | | |



| Northern Pegasus Bay Bylaw 2016 (amended 2023) Clause | Bylaw-making powers | Comment / Reason for clause | Recommended Response |
|---|---------------------------------|---|----------------------------|
| 9.1 Clauses 9 and 10, and the subclauses thereto, set out the restrictions on horse access that are authorised by this bylaw, notwithstanding the provisions of clauses 8.1 to 8.3. | LGA 2002 s145 s146(b)(vi) | There has be a decline in the level of submitter feedback for horse-related activity. | Continue without amendment |
| 9.2 Recreational horse riders and horse trainers may drive, ride, lead or otherwise use a horse or horses in the restricted horse area, as described and set out in schedule 4, from the Waimakariri District's northern boundary to the north of the Ashley/Rakahuri River Mouth. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 9.3 Recreational horse riders may drive, ride, lead or otherwise use a horse or horses in the restricted horse area, as described and set out in schedule 4, from Kairaki Beach to the south side of the beach entrance to the Waikuku Beach Horse Float Car Park and Access Trail. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 9.4 Horse trainers may drive, ride, lead or otherwise use a horse or horses in the restricted horse training area, as described and set out in schedule 4, which runs approximately 3.2 km's (2 mile training run) either side of the beach entrance to the Woodend Beach Horse Float Car Park and Access Trail. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 9.5 Open access to the beach for recreational horse riders will be provided from the Kairaki Beach Car Park and at Pines Beach, via a horse step over bar located at the eastern end of Reid Memorial Avenue, as described and set out in schedule 4. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 9.6 Open access to the beach for recreational horse riders and horse trainers will be provided along a trail from the Woodend Beach Horse Float Car Park, via a horse step-over bar, as described and set out in schedule 4. Access via a gate is also available during day light hours at the discretion of Te Kōhaka o Tūhaitara Trust. That trail only, and not surrounding land, shall be used for horse access. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 9.7 A permit shall be required by all people seeking to take a horse through the locked access gate at the Waikuku Beach Horse Float Car Park and then along a trail to the beach, as described and set out in schedule 4. That trail only, and not surrounding land, shall be used for horse access. | LGA 2002 s145 s146(b)(vi) | The permit for restricted access has not encountered any operational issues and is recommended to continue. | Continue without amendment |



| Northern Pegasus Bay Bylaw 2016 (amended 2023) Clause | Bylaw-making powers | Comment / Reason for clause | Recommended Response |
|---|---------------------------------|--|----------------------------|
| 9.8 Recreational horse riders should not pass through flagged surf life saving patrol areas. In the event this is unavoidable on a return trip, riders must take all care to safely pass through the flagged area. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 9.9 Horse trainers shall not drive, ride, lead or otherwise pass with a horse through a flagged surf lifesaving patrol area. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 9.10 No person shall drive, ride, lead, let wander or otherwise use any horse or horses, on a beach area that has been reserved by the Council from time to time and for periods set by the Council, for events from which those equine activities are excluded. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| Equine Activities – General Conditions | | | |
| 10.1 Any person undertaking an equine-related activity on a beach area shall remain below the last high tide mark, except when on an access trail as described and set out in schedule 4, when moving from the access trail to the last high tide mark, when at the Waimakariri River Mouth, or to avoid a potentially unsafe situation. | LGA 2002 s145 s146(b)(vi) | The Bylaw Implementation Plan will include education and promotion of safe | Continue without amendment |
| 10.2 Any person undertaking an equine-related activity on a beach area shall give way and show due consideration to pedestrians at all times. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 10.3 Any person driving a horse and sulky shall stay well clear of pedestrians at all times and ensure their driving does not endanger any person, bird or other animal. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 10.4 The use of the designated horse training area at Woodend Beach will be in accordance with a user agreement between the Council and Woodend Beach horse training representatives. This agreement is to be reviewed annually prior to the start of each summer season. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 10.5 Any person in charge of a horse shall remove the faeces passed by their horse/s from the horse float car parks. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| Interference with Beach Areas and Other Beach Users | | | |
| 11.1 Without the prior written permission of an authorised officer, no person shall on a beach, or adjacent land area: | LGA 2002 s145 | Update Canterbury Regional Council to Environment Canterbury. | Minor amendment |



| Northern Pegasus Bay Bylaw 2016 (amended 2023) Clause | Bylaw-making powers | Comment / Reason for clause | Recommended Response |
|--|---------------------------------|--|----------------------------|
| a. remove, destroy, damage, displace, deface, or otherwise interfere with any sign, post, fence, barrier, warning device, structure or building erected by the Council, Canterbury Regional Council, Te Kōhaka o Tūhaitara Trust, Department of Conservation, Canterbury Surf Life Saving Association or an approved surf lifesaving club. b. erect, construct, fix or place any sign, post, fence, barrier, warning device, structure or building except when the person is otherwise expressly authorised by the Council, Canterbury Regional Council, Te Kōhaka o Tūhaitara Trust, Department of Conservation, Canterbury Surf Life Saving Association or an approved surf lifesaving club to do so. c. introduce any substance that may cause injury to another person, animal or plant life. d. destroy, injure, disturb or otherwise interfere with or cause distress to any roosting, nesting, resting or feeding birds or remove or destroy any bird nest or the contents of a bird nest. | s146(b)(vi) | | |
| 11.2 No person shall intentionally obstruct, disturb, or interfere with any other person's legitimate use or enjoyment of the beach or adjacent land areas. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 11.3 No person shall, without lawful authority, hunt, kill, dispose of, or have in his or her possession, any part of any absolutely protected or partially protected wildlife or marine wildlife, or rob, disturb, destroy, or have in his or her possession the nest of any such wildlife as per sections 3, 63 and 63A of the Wildlife Act 1953. | LGA 2002 s145 s146(b)(vi) | Sections 3, 63 and 63A of the Wildlife Act 1953 checked, no changes. | Continue without amendment |
| Prohibited Freedom Camping Area | | | |
| 12.1 No person shall freedom camp within the bylaw area (See glossary for definition). | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| Restricted and Prohibited Areas for Specified Recreational Activities | | | |
| 13.1 No person shall use a drone or model aircraft or take off or land an aircraft, including a microlight or helicopter, within the Ashley River/Rakahuri and Saltwater Creek estuarine areas, as described | LGA 2002 s145 s146(b)(vi) | The Civil Aviation Act 2023 does not require any changes to this clause. | Amend |



| Northern Pegasus Bay Bylaw 2016 (amended 2023) Clause | Bylaw-making powers | Comment / Reason for clause | Recommended Response |
|---|---------------------------------|--|----------------------------|
| and set out in schedule 5. Civil Aviation Authority (CAA) rules apply to the use of the air space over the estuary. | | The Hearing Panel recommend a change to include the beach areas adjacent to the Ashley River/Rakahuri and Saltwater Creek estuarine areas. Schedule 5 will be updated. | |
| 13.2 The Ashley River/Rakahuri and Saltwater Creek estuarine area, as described and set out in schedule 5, is a restricted area for kite surfing in accordance with a user agreement between the Council, Department of Conservation, Environment Canterbury, Northern Pegasus Bay kite surfing community, Canterbury Windsports Association Inc, Birds NZ, the Ashley-Rakahuri Rivercare Group Inc and Braided River Aid Inc (BRaid). This user agreement is to be reviewed annually prior to the start of the kite surfing season, which runs from November to April, and whenever significant changes to the coastal environment during this period necessitate additional reviews. | LGA 2002 s145 s146(b)(vi) | Schedule 5 will be updated. | Continue without amendment |
| 13.3 Land yachts shall only be operated on the beach in the area between Kairaki Beach and the beach entrance to the Waikuku Beach Horse Float Car Park and Access Trail. | LGA 2002 s145 s146(b)(vi) | Land yacht activities are operating in the bylaw area with no issues. | Continue without amendment |
| 13.4 Land yacht operators shall not pass through flagged surf lifesaving patrol areas. In the event this is unavoidable on a return trip, operators must dismount and push their yacht through the flagged area. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 13.5 Environment Canterbury's Navigation Safety Bylaw applies to the Ashley River/Rakahuri and estuary area. This bylaw requires powered watercraft to stay within a 5 knot speed limit when on the river or any of its tributaries, downstream of the State Highway 1 Bridge. | LGA 2002 s145 s146(b)(vi) | Checked ECan's Navigation Safety Bylaw 2016 remains unchanged. | Continue without amendment |
| Restricted Fire Control Area | | | |
| 14.1 Fires in the open air are permitted within the Bylaw area during an open season unless lit within an area managed by another agency such as TKTT, DOC or ECAN. Fire and Emergency NZ | LGA 2002 s145 s146(b)(vi) | A change to this bylaw clause is proposed due to public and environmental safety concerns. | Revoke and replace |



| Northern Pegasus Bay Bylaw 2016 (amended 2023) Clause | Bylaw-making powers | Comment / Reason for clause | Recommended Response |
|--|---------------------------------|---|----------------------------|
| (FENZ) require a fire permit issued by FENZ for lighting a fire during a restricted season. No fires are permitted to be lit in the open in the Bylaw area during prohibited fire seasons. Please note the fire seasons are defined and prescribed by FENZ. | | A new bylaw clause will be added to allow for cultural cooking fires. | |
| 14.2 Braziers are an approved fire type in open and restricted fire seasons and do not require a FENZ permit. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| Dog Control | | | |
| 15.1 All dogs are prohibited from the Ashley River/Rakahuri and Saltwater Creek estuarine areas, as described and set out in schedule 5, but this requirement shall not apply to holders of Fish and Game Hunting Licenses who are permitted to use gamebird dogs during gamebird hunting season. | LGA 2002 s145 s146(b)(vi) | A new clause will be added to prohibit dogs from the entirety of the spit south of the Ashley River/Rakahuri due to the impact on birds feeding, breeding and resting. Schedule 5 will be updated to represent this change. | Continue without amendment |
| 15.2 All dogs are prohibited from within the areas marked by surf lifesaving patrol flags and from an area extending 50 metres beyond the flags, in accordance with this bylaw and the Dog Control Bylaw 2019. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 15.3 All dogs on the beach shall be kept under continuous and effective control at all times in accordance with this bylaw and the Dog Control Bylaw 2019 | LGA 2002 s145 s146(b)(vi) | Dogs under effective control is one of the key issues in the 2023/2024 beach users survey. | Continue without amendment |
| 15.4 Dogs which are not able to be kept under effective voice control around horses shall be placed on a lead when in the vicinity of a horse. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 15.5 Any dog found not under continuous and effective control on the beach may be seized and detained by any authorised officer, or a person employed by the Council, and be impounded in accordance with this bylaw and the Dog Control Bylaw 2019. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 15.6 No person being the owner of or having the control of any dog shall permit the dog to foul any part of the beach with droppings, provided that no offence shall be deemed to have been committed | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |



| Northern Pegasus Bay Bylaw 2016 (amended 2023) Clause | Bylaw-making powers | Comment / Reason for clause | Recommended Response |
|--|---------------------------------|---|----------------------------|
| against this bylaw and the Dog Control Bylaw 2019 when the person having control of the dog removes the droppings immediately. | | | |
| 15.7 The owner or person in charge of any dog on the beach shall carry a suitable receptacle for the removal of any faeces defecated by that dog in accordance with this bylaw and the Dog Control Bylaw 2019. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| Exemptions | | | |
| 16.1 This bylaw does not apply to any person who commits an act that is done: (a) in accordance with a valid and current contract for services with the Council; or (b) on a voluntary basis in accordance with a valid and current agreement entered into with the Council; or (c) by a member of the emergency services in the course of carrying out his or her duties as a member of the emergency services; or (d) in accordance with any operative reserve management plan, or pursuant to any resource consent under the Resource Management Act 1991. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 16.2 This bylaw does not apply to owners of Fenton Reserves and holders of Fenton Entitlements located within the bylaw area when exercising their legal rights to access waterways associated with these reserves and entitlements for mahinga kai purposes. This access is to be managed through an agreement with Fenton Reserves/Entitlements Trustees that sits alongside the bylaw and is consistent with the principles of kaitiakitanga, the underlying rights/purpose of the reserves and entitlements and the values expressed in the bylaw. | LGA 2002 s145 s146(b)(vi) | The current Bylaw includes a clause requiring an agreement with Fenton Reserves/Entitlements Trustees. Unfortunately, despite several meetings, further progress has not been able to be made on the development of a Fenton Reserve Agreement and Code of Conduct. | Amend |
| 16.3 Notwithstanding any prohibition or restriction on driving a vehicle set out in this bylaw, a person may drive a vehicle on a beach in the following circumstances, providing permission is first obtained from an authorised officer: | LGA 2002 s145 s146(b)(vi) | Update Canterbury Regional Council to Environment Canterbury. | Minor amendment |



| Northern Pegasus Bay Bylaw 2016 (amended 2023) Clause | Bylaw-making powers | Comment / Reason for clause | Recommended Response |
|--|---------------------------|-----------------------------|----------------------------|
| <p>a. by or on behalf of the Council, the Canterbury Regional Council, a government agency, or the Fish and Game Council, or an approved voluntary group, for the provision of enforcement services, for monitoring or ranger services, or for the rescue, protection, or disposal of marine animals or other wildlife or animals; or</p> <p>b. by or on behalf of the Council, the Canterbury Regional Council or a government agency for water quality sampling, flood protection, the control or cleanup of contaminants, or resource investigations or monitoring; or</p> <p>c. by or on behalf of the Council, the Canterbury Regional Council or a government agency, the Canterbury Surf Lifesaving Association or a surf lifesaving club, Te Kōhaka o Tūhaitara Trust, an approved 4WD club, or an approved voluntary group, for track maintenance, beach and beach facility maintenance, pest control, or the removal of rubbish or beach cast material; or</p> <p>d. by or on behalf of the Council, the Canterbury Regional Council, a government agency, the New Zealand Police, the New Zealand Fire Service, the New Zealand St. Johns Ambulance Service, the New Zealand Defence Force, the Canterbury Surf Lifesaving Association or a surf lifesaving club, the New Zealand Coastguard or an approved 4WD club, for the undertaking of civil defence, police, medical, rescue or firefighting training.</p> | | | |
| Permission Under This Bylaw | | | |
| 17.1 A written permission granting exemption from a provision or provisions of this bylaw may be given on written request to the Council or an authorised officer of the Council who has been delegated this role by the Council. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 17.2 A permission given under this bylaw may relate to: (a) an activity or event or a series of activities or events, as the case may be. (b) one or more clauses under this bylaw as is appropriate in the circumstances. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |



| Northern Pegasus Bay Bylaw 2016 (amended 2023) Clause | Bylaw-making powers | Comment / Reason for clause | Recommended Response |
|--|---------------------------------|-----------------------------|----------------------------|
| 17.3 Any permission given under this bylaw may be subject to such terms and conditions as the Council or authorised officer giving the permission thinks fit. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 17.4 The permission shall set out: (a) the activity or event or activities or events which is, or are permitted or exempted; and (b) the duration of the permission or exemption; and (c) the areas to which the permission or exemption relates; and (d) any conditions to which the permission or exemption is subject. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 17.5 The Council may review and alter or cancel any permission or exemption given under this bylaw, and will provide reasonable notice of any alteration or cancellation to the affected party. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 17.6 Where this bylaw refers to written permission, that permission may be in electronic form. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| Fees | | | |
| 18.1 For every application made for a permit, permission or exemption or other authority under this bylaw, the applicant shall pay to the Council such fee as the Council may prescribe in accordance with section 150 of the Local Government Act 2002. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 18.2 The Council may, from time to time, by resolution that is publicly notified, specify the fees payable in respect of the issue of any permit, permission or exemption under this bylaw. The Council will consult on, and publicly notify its intended fees prior to making a resolution to fix such fees. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| Breaches and Penalties | | | |
| 19.1 Every person commits a breach of this bylaw who: (a) commits, or causes to be committed, any act contrary to this bylaw; or (b) omits, or knowingly permits to remain undone, any act required by this bylaw; or | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |



| Northern Pegasus Bay Bylaw 2016 (amended 2023) Clause | Bylaw-making powers | Comment / Reason for clause | Recommended Response |
|---|---|-----------------------------|----------------------------|
| <p>(c) refuses or neglects to comply with any direction, permit, permission, exemption, notice or any condition in any such notice whether public or private, given pursuant to this bylaw; or</p> <p>(d) obstructs or hinders any authorised or enforcement officer of the Council in the performance of any power, or duty conferred upon him or her by this bylaw or fails to comply with the instructions of an authorised or enforcement officer given pursuant to this bylaw; or</p> <p>(e) fails to give their name and address to an enforcement officer when requested to do so if the officer considers this bylaw has been breached.</p> | | | |
| 19.2 A breach of this bylaw is an offence and every person is liable on summary conviction to the applicable penalty provided for in the Local Government Act 2002 and the Land Transport Act 1998, or such other penalty as may be prescribed in any other legislation in force at any applicable time. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 19.3 In addition to summary conviction, a person may also be liable for an infringement fee as prescribed in the Land Transport Act 1998, Resource Management Act 1991, Dog Control Act 1996 or in regulations made under the Local Government Act 2002. | LGA 2002 s145 s146(b)(vi) LTA 1998 22AB s(1)(b) | | Continue without amendment |
| 19.4 The Council may apply to the District Court to grant an injunction restraining a person from committing a breach of this bylaw, notwithstanding that proceedings for any offence constituted by the breach have not been taken. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 19.5 On being shown a current warrant of appointment by an enforcement officer, any person who is requested to do so shall provide their name and address and the name and address and whereabouts of any person connected in any way with the alleged breach, to the enforcement officer if that officer believes on reasonable grounds that a provision of the bylaw has been or is being breached. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |



| Northern Pegasus Bay Bylaw 2016 (amended 2023) Clause | Bylaw-making powers | Comment / Reason for clause | Recommended Response |
|--|---------------------------------|-----------------------------|----------------------------|
| 19.6 Every person who breaches this bylaw, shall on request by an enforcement officer immediately stop the activity, and leave the beach or adjacent land area, including any prohibited area, if instructed to do so by the enforcement officer and may be prohibited from returning for such period as the enforcement officer deems fit. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 19.7 Any person failing with all reasonable speed to comply with a request under clause 19.6 commits a further offence against this bylaw. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| 19.8 The Council reserves the right to cancel a vehicle or horse access permit or any written permission or exemption held by a person who is breaching or has breached this bylaw. | LGA 2002 s145 s146(b)(vi) | | Continue without amendment |
| Revocations and Savings | | | |
| 20.1 The Waimakariri District Council Northern Pegasus Bay Bylaw 2016 is hereby amended. | LGA 2002 s145 | | Minor amendment |
| 20.2 Any approval, permission or authorisation under the Waimakariri District Council Northern Pegasus Bay Bylaw 2016 that is in effect at the commencement of this bylaw, continues to have full force and effect for the purposes of this bylaw, as long as it is consistent with any relevant clause in this bylaw. | LGA 2002 s145 | | Minor amendment |
| 20.3 The revocation of the Waimakariri District Council Northern Pegasus Bay Bylaw 2016 under clause 20.1 does not prevent any legal proceedings, criminal or civil, being taken to enforce that bylaw and such proceedings shall continue to be dealt with and completed as if the bylaw had not been revoked. | LGA 2002 s145 | | Minor amendment |
| Review of Bylaw | | | |
| 21.1 A comprehensive review of this bylaw shall be carried out no later than 2024 as required by the Local Government Act 2002. | LGA 2002 s145 | | Minor amendment |
| 21.2 The Council reserves the right to carry out an early review of any aspect of the bylaw that has not been found to have been effective in addressing identified user conflicts, health and safety concerns, matters of public nuisance and environmental issues. | LGA 2002 s145 | | Continue without amendment |

Recommended responses: Amend / Revoke / Revoke & replace / continue without amendment



The following is a summary of the proposed changes to the current bylaw. While many of the clauses of the draft replacement bylaw are the same or very similar effect as those of the current bylaw the replacement bylaw introduces significant changes including:

| Section/Clause | Current bylaw texts Northern Pegasus Bay Bylaw 2016 (amended 2023) | Recommended changes to new bylaw Northern Pegasus Bay Bylaw 2024 | Reasons |
|---|--|--|--|
| 3. Application and Purpose 3.7 (new clause) | | 3.7 This Bylaw acknowledges the Hurunui District Council (HDC) Northern Pegasus Bay Bylaw 2015 noting similar issues and purpose. Clauses in the HDC Bylaw are not necessarily the same as this Bylaw. | Submitters requested better alignment between the Northern Pegasus Bay Bylaws of the neighbouring districts. |
| 13. Restricted and Prohibited Areas for Special Recreational Activities 13.1 | 13.1 No person shall use a drone or model aircraft or take off or land an aircraft, including a microlight or helicopter, within the Ashley River/Rakahuri and Saltwater Creek estuarine areas, as described and set out in schedule 5. Civil Aviation Authority (CAA) rules apply to the use of the air space over the estuary. | 13.1 No person shall use a drone or model aircraft or take off or land an aircraft, including a microlight or helicopter, within the Ashley River/Rakahuri and Saltwater Creek estuarine areas and adjacent beach areas, as described and set out in schedule 5. Civil Aviation Authority (CAA) rules apply to the use of the air space over the estuary. | The area has been widened to include adjacent beach areas to the estuary to protect threatened and critically endangered birds. |
| 14. Restricted Fire Control Area 14.1 New | 14.1 Fires in the open air are permitted within the Bylaw area during an open season unless lit within an area managed by another agency such as TKTT, DOC or ECAN. Fire and Emergency NZ (FENZ) require a fire permit issued by FENZ for lighting a fire during a restricted season. No fires are permitted to be lit in the open in the Bylaw area during prohibited fire seasons. Please note the fire seasons are defined and prescribed by FENZ. | 14. Fires 14.1 Fires in the open air are prohibited within the Bylaw area. Exemptions may be granted with prior written approval from the Waimakariri District Council. 14.2 (new) Cultural cooking fires, examples include hāngī, umu, and lovo, are permitted and must adhere to FENZ safety guidelines. | A request to prohibit fires within the Bylaw area was supported by the Northern Pegasus Bay Advisory Group, council Hearing Panel and a representative from Fire and Emergency New Zealand (FENZ) due to public safety concerns. |
| 15. Fireworks | New section and clauses | 15.1 Setting off any firework, flare or any other explosive material within the Bylaw area is prohibited. Exemptions may be granted with prior | Similar to the changes to the Fire-related clauses. These new clauses to prohibit |



| Section/Clause | Current bylaw texts Northern Pegasus Bay Bylaw 2016 (amended 2023) | Recommended changes to new bylaw Northern Pegasus Bay Bylaw 2024 | Reasons |
|-----------------|---|---|--|
| | | written approval from the Waimakariri District Council. 15.2 Firework means an object containing hazardous substances with explosive properties. | fireworks seek to address public safety concerns. |
| 16. Dog Control | 16.1 All dogs are prohibited from the Ashley River/Rakahuri and Saltwater Creek estuarine areas, as described and set out in schedule 5, but this requirement shall not apply to holders of Fish and Game Hunting Licenses who are permitted to use gamebird dogs during gamebird hunting season. New clause | 16.1 All dogs are prohibited from the Ashley River/Rakahuri and Saltwater Creek estuarine areas, as described and set out in schedule 5. 16.2 All dogs are prohibited from the entirety of the spit adjacent to the estuarine area to the Low tide mark north of the Waikuku northern car park and south of the Ashley River / Rakahuri, as described and set out in schedule 5. | Recognising the impact disturbance from dogs has on feeding, breeding and resting of threatened and endangered birds in the estuarine area. |
| 17. Exemptions | 17.2 This bylaw does not apply to owners of Fenton Reserves and holders of Fenton Entitlements located within the bylaw area when exercising their legal rights to access waterways associated with these reserves and entitlements for mahinga kai purposes. This access is to be managed through an agreement with Fenton Reserves/Entitlements Trustees that sits alongside the bylaw and is consistent with the principles of kaitiakitanga, the underlying rights/purpose of the reserves and entitlements and the values expressed in the bylaw. | 17.2 This bylaw does not apply to owners of Fenton Reserves and holders of Fenton Entitlements located within the bylaw area when exercising their legal rights to access waterways associated with these reserves and entitlements for mahinga kai purposes. | The requirement for an agreement with Fenton Reserves/Entitlements Trustees has been removed from this clause and will be revisited at the next review of the bylaw. |



6. Are there any New Zealand Bill of Rights Act (NZBORA) 1990 implications?

In reviewing the current bylaw and proposing a new replacement bylaw, the Council is required to consider whether or not the bylaw gives rise to any implications under the NZBORA. Section 155(3) of the Local Government Act 2002 states that not bylaw may be made which is inconsistent with the NZBORA.

The NZBORA specifically identifies four types of rights, these are:

- Life and security of the person;
- Democratic and civil rights;
- Non-discrimination and minority rights;
- Search, arrest and detention.

The proposed Northern Pegasus Bay Bylaw 2024 does not give rise to any implications under the NZBORA.

7. Conclusions/recommendations

Having carried out the review of the Northern Pegasus Bay Bylaw 2016 (amended 2023) and an assessment of the proposed Northern Pegasus Bay Bylaw 2024 in terms of section 155 of the Act:

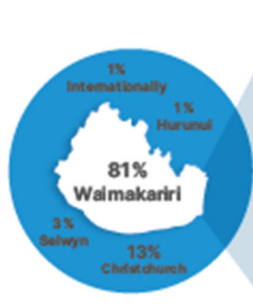
- The Northern Pegasus Bay Bylaw 2024 is the most appropriate way of addressing the perceived problems; and
- The proposed Northern Pegasus Bay Bylaw 2024 is the most appropriate form of bylaw; and
- The proposed Northern Pegasus Bay Bylaw 2024 does not give rise to implications under the NZBORA and is considered to be consistent with the NZBORA.

2023-2024 Beach User Intercept Survey

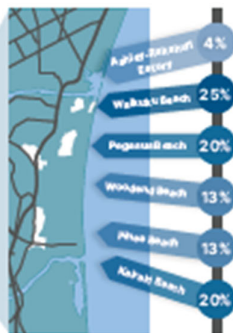
380 beach users were asked for their views on the coastal environment to help inform the review of the Northern Pegasus Bay Bylaw 2016 (amended 2023). This is what they had to say.

Who was asked?

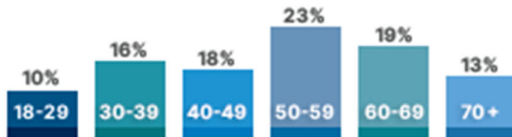
Where the Respondents Live



Where they visited



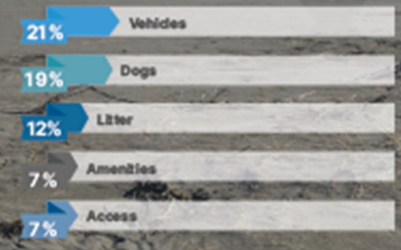
Age of respondents



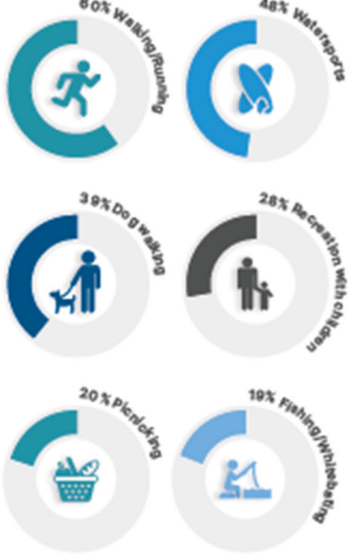
What do they like?



What don't they like?



What activities do they do?



Issues?

65% of total people reported issues.

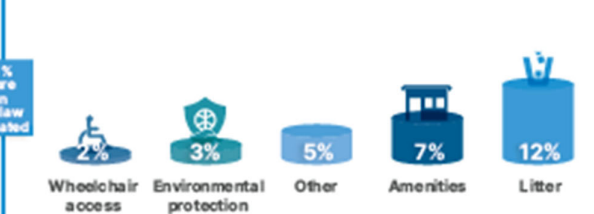
In total 247 people, raised 364 issues.

raised 364 issues.

Top 5 Bylaw related issues



Top 5 Non-Bylaw related issues



Have you seen any conflict?



Did you know about the Bylaw/ Rules on?



“

Would be good to see surf life savers there for duration of school holidays.”

“

It needs to be made more accessible for everyone.”

“

It's a beautiful beach and that's a big reason why we moved here.”



TERMS OF REFERENCE

Northern Pegasus Bay Advisory Group

1. INTRODUCTION

- The Northern Pegasus Bay Bylaw 2024 regulates recreational activities along the coastal strip from the north side of the Waimakariri River (Kairaki Beach) to the District boundary south of Ashworth's Beach and includes the environmentally significant Ashley – Rakahuri River Estuary.
- The aims of the Bylaw are to manage recreational use, minimise negative environmental impacts, promote public health and safety and minimise nuisance and offensive behaviour.
- The Northern Pegasus Bay Bylaw 2016 introduced an Implementation Plan (the Plan) to provide a framework for effective implementation of the Bylaw. The Northern Pegasus Bay Advisory Group was established to oversee delivery of the Plan.

2. MEMBERSHIP

The following groups are invited to select one representative to be a member of the Northern Pegasus Bay Advisory Group:

- Waimakariri District Council
- Kaiapoi-Tuahiwi Community Board
- Woodend-Sefton Community Board
- Department of Conservation
- Environment Canterbury
- Hurunui District Council
- Ashley-Rakahuri Rivercare Group
- Te Kōhaka o Tūhaitara Trust
- Te Ngāi Tūāhuriri Rūnanga.
- Waikuku Beach Kite Surfers User Agreement Group
- Ashley Fishermens Association Inc
- Woodend Beach Commercial Horse Trainers User Agreement Group
- Fenton Reserve Trustees
- Kairaki Beach / Waimakariri river mouth fishing

Residents living at each of the four beach settlements (Pegasus, Pines/Kairaki, Waikuku and Woodend) are invited to be represented on the Northern Pegasus Bay Advisory Group. This representative may be a committee member of the relevant community association or alternatively a resident selected by the association with the time and interest to represent the beach community's views on the Northern Pegasus Bay Advisory Group. Community membership to include:

- A representative for Waikuku Beach residents (to be determined by the Northern Pegasus Bay Advisory Group)
- A representative for Pegasus Beach residents nominated by the Pegasus Residents Group Inc
- A representative for Pines/Kairaki Beach residents nominated by the Pines Kairaki Beaches Association
- A representative for Woodend Beach residents nominated by the Woodend Community Association.

3. QUORUM



TERMS OF REFERENCE

Northern Pegasus Bay Advisory Group

A quorum will be four Advisory Group members. At least one member of the Advisory Group must be present at any sub-group meeting.

4. OBJECTIVES

- 4.1 To ensure the purposes of the Northern Pegasus Bay Bylaw 2024 are achieved.
- 4.2 To ensure the successful implementation of the Northern Pegasus Bay Bylaw 2024 Implementation Plan.
- 4.3 To monitor and ensure the effectiveness of the user agreements associated with the Bylaw.
- 4.4 To co-ordinate the efforts of organisations working to enhance coastal values (including estuarine values) where these are relevant to the Bylaw.
- 4.5 To improve coastal management by encouraging and enabling beach communities to become involved with the Implementation Plan.
- 4.6 To ensure future Northern Pegasus Bay Bylaw reviews are evidence-based.

5. TERMS OF REFERENCE

- 5.1 The Northern Pegasus Bay Advisory Group will have responsibility for:
 - Overseeing the implementation of the Plan
 - Monitoring the effectiveness of the Plan in addressing:
 - identified user conflicts
 - health and safety concerns
 - matters of public nuisance
 - environmental issues affected by beach users
 - Providing an annual report to Council on progress of the Plan
 - Review findings of the bi-annual Beach User Survey and provide feedback to Council staff on whether any changes to the Bylaw and/or the Plan are required
 - Overseeing the Northern Pegasus Bay Bylaw 2024 research and monitoring programme in conjunction with other interested organisations
 - Continuing to develop working relationships with tertiary education providers
 - Carrying out annual reviews of the:
 - Commercial Horse Trainers User Agreement – Woodend Beach Commercial Horse training Area as per clause 10.4 of the Bylaw
 - Kite Surfing User Agreement – Ashley River/Rakahuri Estuary as per clause 13.2 of the Bylaw
 - Annual review of Ranger Service contract(s) with the Council for enforcement of the Bylaw
 - Encouraging user groups, residents' associations and community boards to educate the community about the Bylaw to bring about a cultural shift in attitudes



TERMS OF REFERENCE

Northern Pegasus Bay Advisory Group

- Investigating the possibility of finding a research partner to study the effectiveness of Bylaw provisions in protecting Ashley- Rakahuri Estuary wildlife values from the impact of recreation use.

5.2 As part of the implementation of the Plan, the Northern Pegasus Bay Advisory Group will:

- Prioritise educational activities through effective communication, signage and enforcement
- Prioritise effective management and protection of the Ashley-Rakahuri Estuary through developing close working relationships with stakeholders
- Co-ordinate, carry out or organise any necessary research
- Consult with other organisations and individuals as required
- Form sub-groups to work on implementing various aspects of the Plan as considered necessary to achieve the desired outcome
- Co-opt representatives from other organisations or other community members onto sub-groups as required
- Identify ways of involving beach communities in the achievement of the Implementation Plan actions.

6. OPERATIONAL AND FINANCIAL MANAGEMENT

The Northern Pegasus Bay Advisory Group will not have responsibilities in relation to day to day operational activities nor management of finances associated with the implementation of the Plan.

7. MEETING FREQUENCY

As required, but the Northern Pegasus Bay Advisory Group will meet at least 6 monthly.

8. STAFF EXECUTIVE

The ongoing work of the Northern Pegasus Bay Advisory Group will be supported and coordinated by the Waimakariri District Council Community Green Space Unit. Strategy and Business Unit will assist with monitoring and reporting activities.

9. REVIEW

The ongoing need for the Northern Pegasus Bay Advisory Group will be reviewed alongside the review of the Northern Pegasus Bay Bylaw 2024.

MINUTES OF THE HEARING AND DELIBERATIONS OF THE NORTHERN PEGASUS BAY BYLAW REVIEW WHICH WERE HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON THURSDAY 4 APRIL 2024, COMMENCING AT 10AM

Councillor A Blackie (Chairperson)
Councillor J Goldsworthy
Councillor P Redmond
Kaiapoi-Tuahiwi Community Board Member T Bartle
Woodend-Sefton Community Board Member S Powell

S Docherty (Senior Policy Analyst), M Kwant (Greenspace Community Projects Officer), A Smith (Governance Coordinator)

1. APPOINT A HEARING PANEL CHAIRPERSON

Moved Councillor Redmond Seconded Community Board member T Bartle

CARRIED

2. APOLOGIES

3. CONFLICTS OF INTEREST

4. HEARING OF SUBMISSIONS

| TIME | SUBMITTER | COMMENTS |
|---------|--|---|
| 10.00am | Ashley Fisherman's Association - Doug Guthrie, President, Paul Heppelthwaite, Secretary | D Guthrie and P Heppelthwaite were present representing the Ashley Fisherman's Association. This Club had been involved with this Bylaw since the first meetings in 2008. Club members mainly fish at the mouth of the Ashley River on both the north and south side. D Guthrie |

| | | |
|--|--|---|
| | | <p>read the Associations submission. It was suggested that the Council should increase the signage advising the rules for the area and also make the signage bigger. Regarding dogs, they believed that most fisherman who have their dogs on the beach during the white bait season, keep their dogs under effective control and do not cause any problems. They were aware that there had been some issues with disturbance of the bird life but had not witnessed this themselves.</p> <p>The Fisherman's Association members were happy with the rules and were proud that members have adhered to these rules for quite a few years to date. Members had concerns that some people are not adhering to these rules and reinforced that signage and education was most important to make people aware of the rules. The Association believe that Waimakariri District Council should change its rules to be the same as the Hurunui District Council for the area on the north side of the Ashley River to the boundary. Access to the beach from the north was via Ashworths Beach which was the only access onto the beach on the north side of the Ashley River, other than Leithfield Beach and Amberley Beach further north. It was very important that there was vehicle access to the area for various types of fishing, surfing, swimming and just enjoying the great area. D Guthrie advised he had only seen ECan Rangers in the area twice since 2008. The Council needs to consider whether paying \$30,000 a year was worthwhile. The members would prefer that ECan had a presence at the gate and hand out information pamphlets and explain what the rules are. Unfortunately, there has been no interest from ECan in undertaking this. The fishermen also had concerns with the motorbikes using the beach and Rangers cannot catch these riders.</p> <p>Councillor Redmond asked if there were any areas that they would be happier with – D Guthrie said the major concern was enforcement of the rules of the Bylaw.</p> <p>Paul Heppelthwaite commented on the issue of dog owners exercising their dogs in the area north of the Ashley River mouth, when the dogs are a considerable way from their vehicles. This does not constitute maintaining effective control of their dogs and the biggest concern.</p> |
|--|--|---|

| | | |
|---------|---|--|
| | | <p>D Guthrie added that a lot of fishermen are retired people, who would be unable to access this area without their vehicle, and they care about the environment. The black gulls are the problem with killing the baby dotterels.</p> |
| 10.10am | <p>Ashley-Rakahuri Rivercare Group Grant Davies</p> | <p>The Ashley River Estuary was home to a significant range of breeds of birds. This is an exceptional and important place for these many different breeds of birds. It was international known as such a site. There was an exhaustive list of breeds of birds that are at this estuary site.</p> <p>As included in their submission, the additions to the bylaw that the Rivercare Group would like introduced, firstly was a ban on dogs along the entire sandspit north of the Waikuku Beach carpark. Dogs are already prohibited along the edge of the estuary, but this rule was routinely ignored. Some dog walkers head north along the beach, then free their dogs to roam across the spit. There was considerable information available on the negative impact that dogs have on birds and shorebirds in particular. The issues mentioned were mainly dog walkers, he had not seen any issues with dogs belonging to white baiters. The ECan Rangers had been seen in the area and talking with people which was good.</p> <p>G Davies referred to three media articles with reference to the issues with dogs in bird nesting areas and the damage that they cause. This was not solely relating to dogs attacking birds, but also disturbing the birds nesting areas. This is impacting on the number of birds nesting in the Ashley Estuary area, which was a concern to the Rivercare Group.</p> <p>There were birds that travel down from the North Island to nest and the Godwits that fly in from Alaska, some 12,000km away. These birds are known to be easily spooked and there cannot be dogs in areas where they are roosting. They come to feed in the mudflats.</p> <p>The second addition they would like to the Bylaw was the ban on planes landing along the beach near the estuary. This causes disturbance to all the birds in the estuary. Recreational use of vehicles on the beach was already prohibited and G Davies believed this should be extended to planes.</p> <p>Suggested management improvements: more signage, larger and more self-</p> |

| | | |
|---------|--|---|
| | | <p>explanatory, more enforcement, increased education of locals and anyone visiting the site; establishment of a volunteer group to look after the estuary, monitor the birds and report any problems to the Rangers and the Council. For example, like the Ashley Rakahuri Rivercare Group.</p> <p>Question from S Powell on the frequency of planes or microlights landing on the beach – G Davies advised he had not seen this very often, possibly three to four times.</p> <p>T Bartle asked would the group approve of the planes being able to land further along the beach and this would be supported by the Rivercare Group. G Davies confirmed that the area of concern was the estuary and a section of the beach either side. Regarding dogs being in this area, the Rivercare group suggested that all dogs be banned, whether on a lead or not.</p> <p>Regarding the Rivercare Group, they have regular meetings and encourage new members. There was also articles written about the group for local newspapers and any events they are holding, where interesting speakers are invited to.</p> |
| 10.20am | Waimakariri Biodiversity Trust Sandra Stewart (Trustee) | <p>S Stewart referred to the preamble in the bylaw document, which emphasises the need for protection of the area by reducing the conflicts between environmental and cultural values and that the drawcard that the area was clearly for recreational users. But the "Application and Purpose of the Bylaw" did not mention the protection of the natural and coastal values along these beaches, and it was considered this was an omission. The clauses (a) to (e) under this section referred to controlling activities and managing recreational uses and minimising environmental impacts from this recreational activity. This was considered a focus on people using the area and the Biodiversity Trust submit that there should be an additional (f) added to this section of the bylaw:</p> <p><i>(f) to protect the natural and cultural values of the beaches, foreshore and estuarine environment.</i></p> <p>This was extensively covered in the preamble but not in the Application and Purpose of the Bylaw.</p> <p>Suggested that rather than use the Land Transport Act, the Council should be given more authority to acknowledge the natural</p> |

| | | |
|---------|---|--|
| | | <p>and cultural environment. It was noted that enforcement is lacking on these beaches, unlike Dunedin City Council, which was referred to, where there are Rangers patrolling twice a day. There could be an opportunity for volunteer Rangers to increase the people power, to do the education and enforcement.</p> <p>This Bylaw was very important as the sole regulatory mechanism for the estuary area and was a very sound document. It needs to be effectively enforced, and there was clearly increased improvement required.</p> <p>The Trust endorses the comments in the ARRG submission. Though the suggestion of improved control of dogs could not be done and there would need to be a total ban on dogs.</p> <p>Questions:</p> <p>Councillor Blackie questioned the comment that the Bylaw wasn't effective at protecting biodiversity. S Stewart said the significance of the area was its natural value and supported increased enforcement in the area.</p> <p>Councillor Redmond – Suggested new addition to the Bylaw document to include: (f) To protect the natural and cultural value of the foreshore and estuary environment.</p> <p>Regarding dogs in the area, it was pointed out that even dogs on leashes can cause disturbance with barking, and suggested this area was an important environmental area and a total dog ban would be the only way to control this.</p> <p>Councillor Redmond noted there was conflict between biodiversity and recreational activities, and S Stewart was in support of biodiversity.</p> <p>In conclusion, S Stewart commented that vehicles and dogs are the main issues on this beach/estuary area.</p> |
| 10.30am | Woodend-Sefton Community Board Andrew Thompson | <p>The Community Board and the Bylaw Advisory Group work together and with other groups and believed there was a lot of respect for the Bylaw from these groups.</p> <p>Regarding dogs, there was plenty of spaces for dogs on the beach, and noted the estuary was a special area. A Thompson suggested that some people</p> |

| | | |
|--|--|---|
| | | <p>with dogs did not appreciate the impact that they have on the birdlife in the estuary.</p> <p>Regarding vehicles, when one is driven on the estuary, the tyre marks can last for up to a year. There needs to be consideration given by the hearing panel to supporting all these different parties.</p> <p>The Community Board strongly supported the Bylaw, and noted there was a keenness to supplement the staff numbers of Council and Environment Canterbury with volunteer rangers to provide education.</p> <p>The Board supports there be no dogs allowed north of the northern car park at Waikuku beach, and it was not acceptable to say that dogs were not allowed on the beach completely. Dog owners need to be encouraged to use the southern area of the beach.</p> <p>It was noted that compromises had been established with the horse use on the beach.</p> <p>Questions:</p> <p>Councillor Redmond asked if the Waikuku Beach community appreciated the special value of this area. A Thompson did suggest this was the case and many locals uses the area and do appreciate it. There may need to be some compromises made to ensure that the area was sustained. A Thompson believed there would be support for the establishment of a volunteer group, to be overseen by the Council.</p> <p>Regarding Planes – suggested that use of the area north of the estuary for landing planes needed to be banned and promoted plans to land south of the main beach area.</p> <p>Tim Bartle questioned dogs using the beach and A Thompson said these were a mix of both local residents and visitors.</p> <p>With increase in the district's population, there would be increase in users of the estuary area, and therefore the impacts would also increase. There would need to be consideration given on managing these further impacts.</p> <p>S Powell question on the comment on western boundary of Saltwater Creek Ashley River Estuarine area.</p> |
|--|--|---|

| | | |
|--|--|--|
| | | Councillor Blackie spoke on the implementation of a complete ban on dogs on the northern area of the beach and the subsequent reaction from the community. A Thompson said this would be a challenge. It was reinforced that people would need to be encouraged to walk their dogs on the beach south of the estuary area. |
|--|--|--|

The Hearing adjourned at 11.19am and reconvened at 11.30am

5. HEARING PANEL MEMBERS DELIBERATIONS

5.1. Northern Pegasus Bay Bylaw – Hearing Panel Report and Recommendations – Sylvia Docherty (Senior Policy Analyst) and Mike Kwant (Greenspace Community Projects Officer)

Included with this report was a copy of the 48 submissions that had been received in this consultation process.

Staff also provided copies of the results of a 2023-2024 Beach User Survey, when 380 beach users were asked for their views on the coastal environment. The analysis of this survey provided some feedback and evidence supporting the comments of the submissions.

The Northern Pegasus Bay Advisory Group had also provided some feedback on the submission requests.

Discussion and responses to submission requests for changes to the Bylaw

Dogs on Beaches

T Bartle suggested introducing a ban on dogs on the north part of the beach would put restrictions on all dog owners, some of whom were responsible with their dogs. He asked if there could be a compromise reached or possibly an intermediate step. It was pointed out that there would still be beach available to the south of the car park that fisherman or any beach user, could take their dog. Councillor Blackie said the hearing panel would have to decide if it was prepared to acknowledge that all dogs, whether on a lead or not, were enough of a threat to the bird habitat in the estuary and spit north of the Waikuku beach northern carpark to prohibit dogs completely from this area. It was noted that there were bylaw clauses in place now that were not being adhered to.

S Powell noted that the estuary was also a significant place for photographers and suggested that this aspect should be promoted, and the birds were an important part of this environment.

The Hearing Panel discussed options for introducing some further dog control clauses in the Bylaw, for the area north of the estuary. Councillor Redmond suggested there were really only two options, to prohibit dogs or to allow dogs but only if the dog was on a leash. A Ranger would be able to enforce this if they were present in the area. T Bartle supported this option, and as an intermediary step, but to also make it clear that if the dogs of leash wasn't complied with and the environment protected, the total ban would be introduced. Staff advised that the next review of the Bylaw would be in five years' time, but it was also confirmed that if there was any issue, the Council can review it at any time. The issue here was balancing

the protection of biodiversity and allowing people the recreational use of the area to walk their dogs. It was pointed out that three of the four submitters who presented their submissions at the hearing supported no dogs, or a variation of this, on this part of the beach and estuary.

It was confirmed that there were no restrictions on dogs in the Hurunui District Council Northern Pegasus Bay Bylaw 2015. The issues being experienced north of the estuary are with motorbikes and vehicles on the beach.

Staff noted that the submission from G Davies (ARRG) indicated bird numbers, and possibly there could be question on the relevance of these figures and the impact of dogs. Councillor Redmond pointed out that though there was no data available from this part of Northern Pegasus Bay, there had been data provided from Christchurch beaches which indicated the impact of dogs on bird numbers on the beaches. He suggested that there was no reason to believe this would be any different here.

S Powell pointed out that the option of being able to walk on a beach without dogs present would be appealing to a lot of people and noted that the population in the district was growing.

S Powell noted that there was some issue with dogs not on leashes or under effective control that roam around the area where the Surf Lifesaving patrols are operating, which is where the higher numbers of people are on the beach. It was agreed that there needed to be good signage on the beach advising dog owners of their responsibilities and continued education.

Members agreed to amend the wording in the Bylaw to prohibit dogs along the entire sandspit north of the northern Waikuku Beach carpark.

Planes landing on the Beach

Currently the Bylaw prohibits any planes landing or taking off in the estuary area. Staff advised that CAA rules currently allow planes to land on beaches, and they are able to use the beach to practice emergency landing. After consideration of submissions, it was agreed to amend wording in the Bylaw to prohibit planes landing in the estuarine area and adjoining beach. It was pointed out that there are substantial areas of beach both north and south of this area that could be used for planes landing.

Fires and Fire works

Submissions were received supporting the ban of fires on the beach. Reference was made to the impact of the fire on the Te Kohaka o Tūhaitara land.

Hearing Panel members unanimously agreed to prohibit fires and the use of fireworks in the coastal Bylaw area. There would be an allowance for permits to be issued by FENZ for exemptions. Staff would have discussions with FENZ on this matter, and FENZ would have the delegated authority to issue permits, for what were considered to be special occasions.

Discussion on the suggestion of the establishment of a volunteer group, staff suggested that the Council could support the existing operating ARRG to extend their work. There was discussion on voluntary rangers, and this was not supported. It was agreed that the future was with the Te Kōhaka o Tūhaitara Trust for monitoring beach activities. Support of the use of Snap Send Solve for reporting issues on the beaches was encouraged.

The Panel discussed the forming of a volunteer group, as previously mentioned, and T Bartle suggested that the collection of more accurate data would be beneficial for

future bylaw reviews. This could give more mandate to make a change. It was noted that the Ashley-Rakahuri Rivercare Group already do a great job in this area, there was a university student conducting a thesis and undertaking research in the area. It was hoped that this research may continue by the Ashley-Rakahuri Rivercare Group, and the hearing panel considered it would be more beneficial to offer some financial support for this existing group. It was also agreed that the Council would support anyone else who wished to establish another volunteer group to monitor the area, though apparently there hadn't previously been support for this from the local Waikuku community. There was discussion on ways to improve enforcement at the beach and estuary area, but it was acknowledged that it may be challenging to secure funding for this. It would be the intention to encourage the local beach community to use the Snap, Send Solve function to report any issues to the Council and these can go through to ECan. These are noted on the current signage at the beaches, but staff confirmed that this can be improved and made larger.

Staff confirmed that the Bylaw is enacted under legislation of both the Land Transport Act and the Local Government Act.

Councillor Redmond suggested and it was approved by the hearing panel, to include the additional clause in Section 3 of the Bylaw document, as suggested by submitter S Stewart, Trustee for the Waimakariri Biodiversity Trust.

Align the Bylaw Rules north of the Ashley River to align with Hurunui District Council Northern Pegasus Bay Bylaw

In response to a submission, Councillor Redmond suggested that Hurunui District Council (HDC) be asked to align their Bylaw rules with Waimakariri District Council bylaw. Staff advised that the HDC bylaw was on a wide work programme for their Policy and Strategy team to a Council meeting recently. There was nothing in the minutes to indicate that there was to be a change in the timeline, because the HDC Bylaw was due for a review in 2025. There was a member of the HDC staff on the Northern Pegasus Bay Advisory Group and so were endeavouring to align matters as much as possible in the two Bylaws.

On a recent visit to Ashworth's Beach Councillor Redmond commented on the signage which he felt was underwhelming and suggested it could be more prominent, especially when passing from the Hurunui District to Waimakariri District.

A closed gate/permit at Kairaki similar to Waikuku

This was not supported and noted that Pines/Kairaki residents would be opposed to this request. The idea of installing a gate at Kairaki Beach was raised again at the Pines/Kairaki Residents Association AGM on 26 March 2024) with no change in the community response.

A self-registration permit system could be considered without the closed gate, but this would require monitoring and enforcing. Feedback indicated those that are out-of-District or currently causing difficulties are not likely to self-register for a permit.

Restrict Vehicle access to Essential Workers and anglers/whitebaiters

This was not supported as the Bylaw currently prohibits recreational driving. This request does not address the current issues and was considered too restrictive. There could potentially be more visible markers installed where the restricted area begins.

Restrict vehicle access to include a dedicated Bylaw area for 4WD enthusiasts

This request was not supported as it did not align with the purpose of the Bylaw.

Prohibit mechanised fishing equipment (Kontiki)

There was lack of evidence of any specific issues caused by this activity and this was not supported. It was noted that there were very few instances of this equipment being used in the Northern Pegasus Bay area.

Prohibit horse training from the beaches

The horse trainer user agreements appear to have improved issues that had been previously identified and this request was not supported.

Prohibit Jet Skiing from the estuarine area

There was currently a 5-knot speed limit in the area. It was considered that this was enough control for the activity in the estuary as most jet skiers would want to travel above this speed. It was pointed out that it was difficult to monitor this activity.

Moved Councillor Blackie

Seconded Councillor Redmond

THAT the Northern Pegasus Bay Bylaw Hearing Panel:

- (a) **Receives** Report No. 240209018866
- (b) **Receives and considers** all submissions on the Northern Pegasus Bay Bylaw.
- (c) **Requests** staff to prepare a Statement of Proposal for changes to the Northern Pegasus Bay Bylaw that reflect the decisions made by the Hearing Panel, as below:
 - Amend the Bylaw to prohibit dogs along the entire sandspit north of the northern Waikuku Beach carpark.
 - Amend the Bylaw to prohibit planes landing in the estuarine area and adjoining beach
 - Amend the Bylaw to prohibit fire and the use of fireworks in the coastal Bylaw area, with an allowance for permits issued by FENZ for exemptions (to be defined)
 - Include the following additional Clause in section 3.1 of the Bylaw document:

Protect the natural and cultural value of the foreshore and estuary environment.
- (d) **Request** staff to include actions in the new Implementation Plan to support increased resources for education/promotion to help raise awareness of the Bylaw.
- (e) **Request** staff to include actions in the new Implementation Plan to review the existing monitoring and enforcement to increase capacity/effectiveness.
- (f) **Request** staff to include actions in the new Implementation Plan to review existing signage on the beaches/estuary to support the Bylaw.
- (g) **Request** staff to include actions in the new Implementation Plan to consider accessibility requirements when renewing or introducing amenities and physical structures in the Bylaw area.

CARRIED

A report would go to the May Council meeting with the recommendation from this hearing and deliberations. The Chairman thanked members of the Hearing Panel for their attendance and input.

There being no further business, the Hearing and deliberations concluded at 12.30pm.

CONFIRMED

Chairperson
Councillor Al Blackie

Date



Beach User Survey 2024

Northern Pegasus Bay Bylaw

Prepared by Strategy and Business Unit

Executive Summary

The Northern Pegasus Bay Beach User Survey 2024 is the third survey of its kind, previously carried out in 2019 and 2021. The survey helps Waimakariri District Council to understand how effective the Northern Pegasus Bay Bylaw 2016 (amended 2023) is at regulating activities on the beaches, including the foreshore and adjacent land areas of the Northern Pegasus Bay.

The main objectives of the survey were to:

1. Understand the current community use and recreational activities in the Northern Pegasus Bay
2. Identify any issues and/or conflict in the Northern Pegasus Bay
3. Understand the level of awareness of the Northern Pegasus Bay Bylaw rules.

The 2024 survey has taken a slightly different approach from the previous versions with the survey available on the council's website. Posters with a QR code for the online survey were displayed on posters at the beach entrances. The survey was available from 22 December 2023 to 1 March 2024. In addition, council staff conducted the survey face-to-face on different dates and locations. The number of respondents was capped at 300 in the 2019 and 2021 surveys. We received a total of 380 responses for the 2024 survey.

Key findings

There was an increase in the percentage of respondents that live in the Waimakariri District. In 2019 64% lived in the District, in 2021 58% and in 2024 this rose significantly to 81%. This reflected in the response that 69% liked the fact the beach(es) are 'close to home'.

What do they like?

The top five things that people liked about the Northern Pegasus Bay area were that it was close to home, peaceful, the environment, how accessible the area is and how scenic it is. These were similar to what we heard in 2019 and 2021.

What don't they like?

There is a continued trend across the three surveys that vehicles closely followed by dogs are the two things people don't like about the Northern Pegasus Bay area. There was a notable drop in the

Contents

| | |
|--|----|
| Executive Summary | 2 |
| Introduction | 4 |
| The Respondents..... | 5 |
| The Range of Activities | 9 |
| Bylaw Awareness..... | 13 |
| The Best of the Coastal Environment..... | 17 |
| The Main Issues | 21 |
| Observed Conflict..... | 27 |
| Trends | 31 |
| Appendices..... | 39 |

number of respondents identifying vehicles from 44% in 2021 to 21% in 2024, which is closer to the 24% in 2019. Litter is also in the top five things people don't like across all three surveys.

Range of Activities

There are no significant changes in the activities respondents participate in when they visit the Northern Pegasus Bay. A total of 60% of the respondents told us they are walking or running on the beaches, 48% participate in water sports, 39% are walking their dogs, 28% recreation with children, 20% are enjoying picnics and 19% are fishing or whitebaiting.

Issues Raised

A total of 65% of the respondents identified issues occurring in the Northern Pegasus Bay area. The issues were split between those directly affected by the Bylaw those that are not. Vehicles and dogs are the two main issues accounting for 40% of the overall response. This has dropped from 67% in 2021 and 57% in 2019. Access (7%), horses (7%) and motorbikes (4%) are the next most identified issues in 2024 that relate to the Bylaw. Litter is the main non-Bylaw issue, the number of respondents identifying litter as dropped from 33% in 2019 to 32% in 2021 to 12% in 2024. Other non-bylaw issues include amenities (7%), other (5%), environmental protection (3%) and wheelchair access (2%).

Conflict

First introduced to the 2021 survey, the questions related to conflict were adapted for 2024 to

restrict responses to conflict observed only in the last two years. There is a small increase in the number of respondents that did not observe any conflict, rising from 81% in 2021 to 83% in 2024. In 2021 fishing/whitebaiting was the top reason for conflict (34%) but this has reduced to 20% in 2024 and vehicles has increased from 19% to 29% to be the main reason for conflict in the Northern Pegasus Bay area.

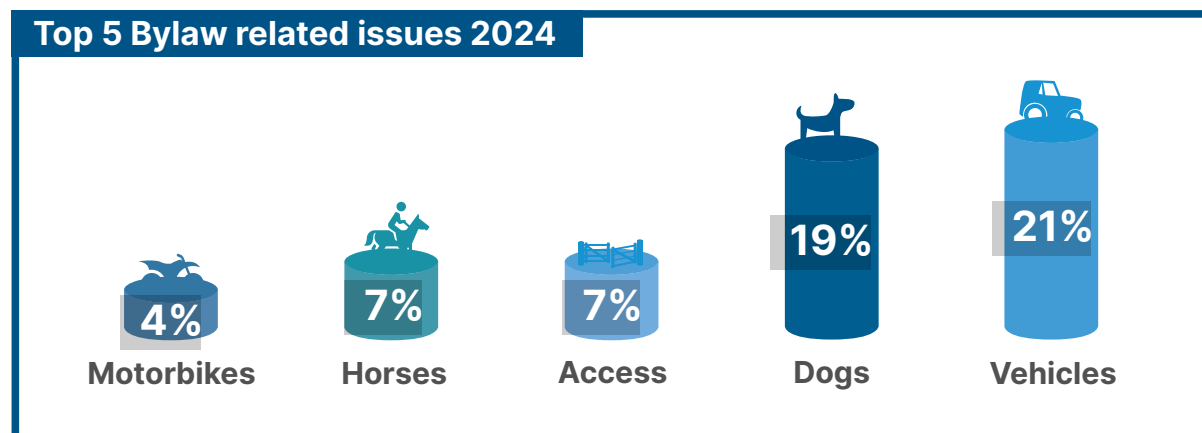
Awareness of the Bylaw

Overall, 29% of respondents had no awareness of there being any rules in the coastal environment and 71% had some awareness of one or more of the activity areas that have restrictions or are prohibited. Prohibited or restricted activities related to fires (49%), vehicles (45%) and dogs (45%) had the greatest level of awareness.

Summary

There are no significant changes across the three surveys in how people use the beaches in the Northern Pegasus Bay, this is also reflected in what people like about the area. Bylaw rules are currently in place to manage the main issues identified in the surveys. An increase in the number of issues reported from 48% in 2021 to 65% is a concern however there is a greater range of issues being raised which has dropped the top two issues of vehicles and dogs from 67% of the responses to 40%. Raising awareness of the Bylaw rules continues to be a focus with almost a third of respondents not aware of any of the Bylaw rules. The Northern Pegasus Bay Bylaw 2016 (amended 2023) continues to be the most appropriate way to manage activities in the Northern Pegasus Bay and requires support and resources for ongoing implementation.

Top 5 Bylaw related issues 2024



Introduction

Objectives

The Pegasus Bay Beach User Survey was undertaken between December 2023 and 1 March 2024. It is one component of a wider research and monitoring programme led by the Waimakariri District Council to ensure that future reviews of the Northern Pegasus Bay Bylaw are evidence-based.

The Northern Pegasus Bay Bylaw 2016 Implementation Plan was adopted by Council on 5 December 2017. A review of the Northern Pegasus Bay Bylaw 2016 has been undertaken in two stages; an administrative review was undertaken to meet Local Government Act requirements. Stage two, a full review will be completed in 2024. A review of the 2016 Implementation Plan identified a number of achievements and outstanding actions. The Implementation Plan will sit alongside the Northern Pegasus Bay Bylaw 2024 to provide a roadmap for effective implementation of the Bylaw.

The main objectives of this survey were to investigate beach user's awareness of the Bylaw, understand patterns of recreation and enjoyment, identify factors that limit enjoyment, and also identify respondents' perspectives of the main issues in the coastal environment managed by the Council.

Survey methodology

The Pegasus Bay Beach User Survey 2024 is a survey of 380 beach users. All beach users were invited to participate, including respondents

that lived outside of the Waimakariri District (e.g. Christchurch, elsewhere in New Zealand, or International visitors). The only requirement was that the respondents be at least 18 years of age.

The survey was administered online, only promoted by posters at the entrances of the beaches with a QR code and face to face by Council staff and local rangers. Respondents were anonymous and limited personal information was collected. Most surveys were collected in the afternoon (35%). Nine surveys had no time detailed, 70 respondents had selected multiple times of day.

The sample size of 380 means that the survey results are likely to be a good representation of beach users views, although the views of those under 18 years of age are excluded.

This survey is the third completed to investigate the effectiveness of the Northern Pegasus Bay Bylaw. It will therefore provide useful trend information that can be used to help the Council track the effectiveness of the Bylaw and how to best respond to the changing needs of the users and environment.

A few questions have been adjusted or added to since the first survey in 2019.

A question asking respondents to identify if they had observed conflict on the beach (within the last 2 years) was added to the survey to further expand the information we collected on issues in the coastal environment.

Question five in the 2019 survey was an open ended question resulting in 44% of respondents being unable to identify what they enjoyed or why they chose that particular beach to visit.

In the survey analysis all the respondents answers were put into themes. These themes were then used to generate a list of options in the 2021 and 2024 surveys to allow respondents to more easily identify what added to their enjoyment and selection of beach.

A question asking how long the respondent had travelled to get to the beach was added to the 2024 surveys to get a sense of the distance respondents were travelling to get to their chosen beach, another question around the length of time spent at the beach was also added.

Awareness around the Northern Pegasus Bay Bylaw were separated into the six main areas the Bylaw covers such as access restrictions, fire, motorbikes etc to enable better understanding of which areas would benefit from public education.

A copy of the Survey questions can be found in the appendices on pages 40-41.

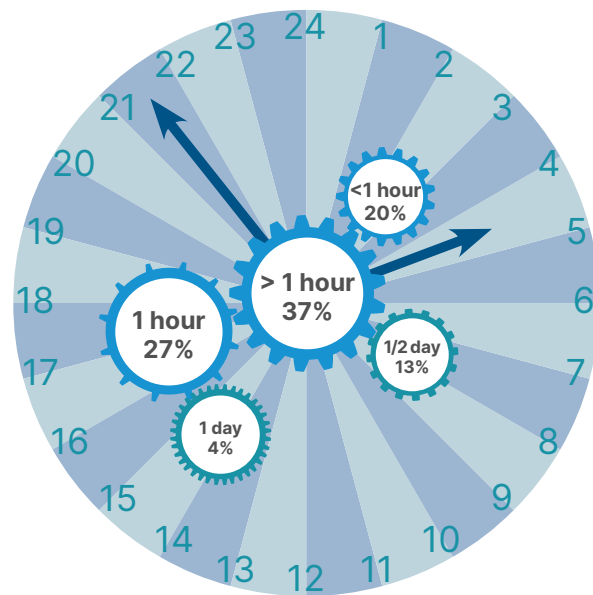


In this report n = number of people

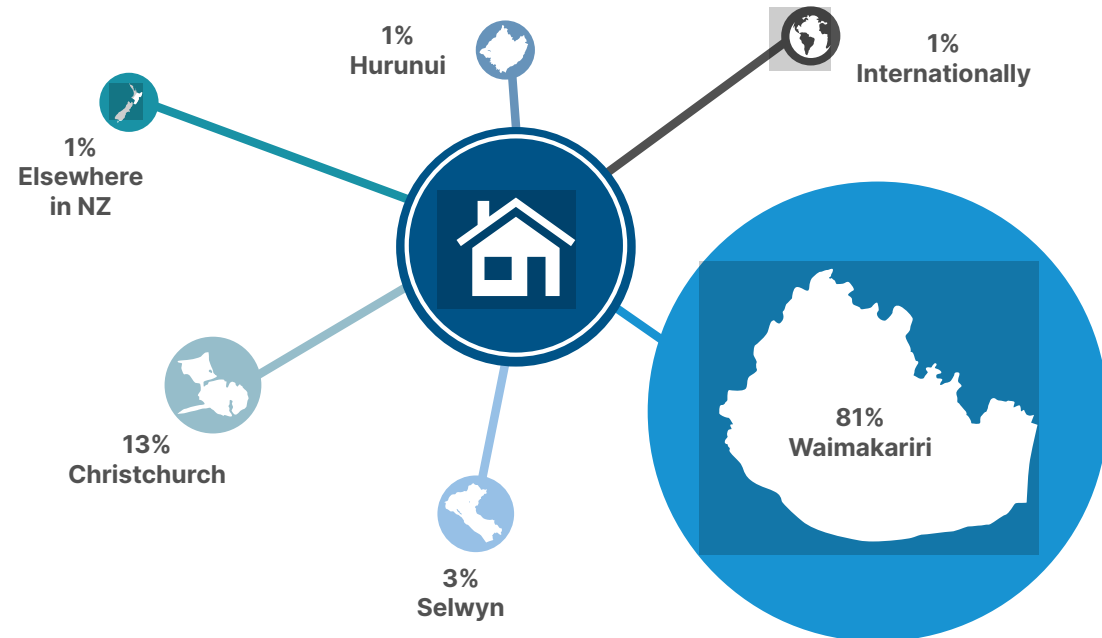
The Respondents

A Quick Summary

How long respondents spent at the beach



Where the respondents live



Age of respondents



The Respondents

Respondents were asked questions about their age group, time travelled and where they normally lived. These questions were asked to construct a general profile of beach users, and to gain an understanding of where people using the beaches in the Waimakariri District were coming from.

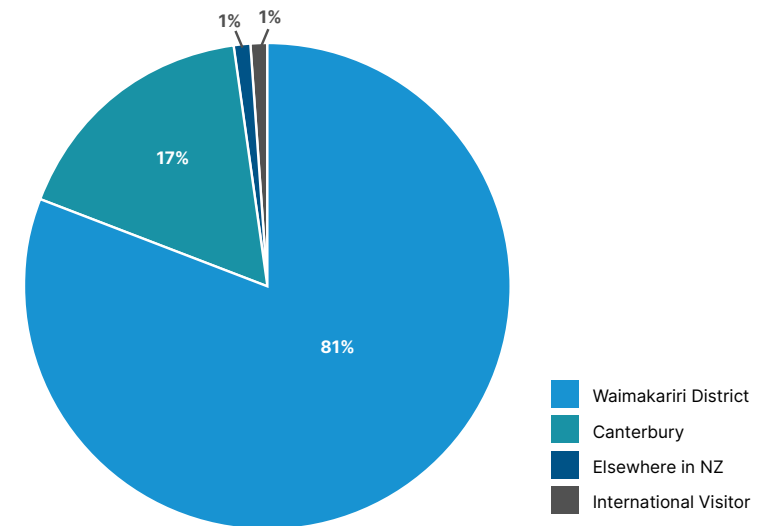
Place of residence

Figure one displays the place of residence for survey respondents. The majority of respondents lived in the Waimakariri District (81%), with the next highest proportion living in Christchurch (13%) which contributes to the 17% coming from the Canterbury region. Those from elsewhere in New Zealand accounted for 1% of respondents. International visitors accounted for only 1% of the total number of respondents.

Respondents from elsewhere in New Zealand lived in a diverse range of locations which included the Selwyn District, Bay of Plenty, Wellington and Nelson. International visitors remained at 1% of the respondents surveyed. One of these visitors was from the UK and the other did not disclose.



Figure 1: Place of residence of respondents (n=380)



Age of respondents

Figure two displays the ages of survey respondents.

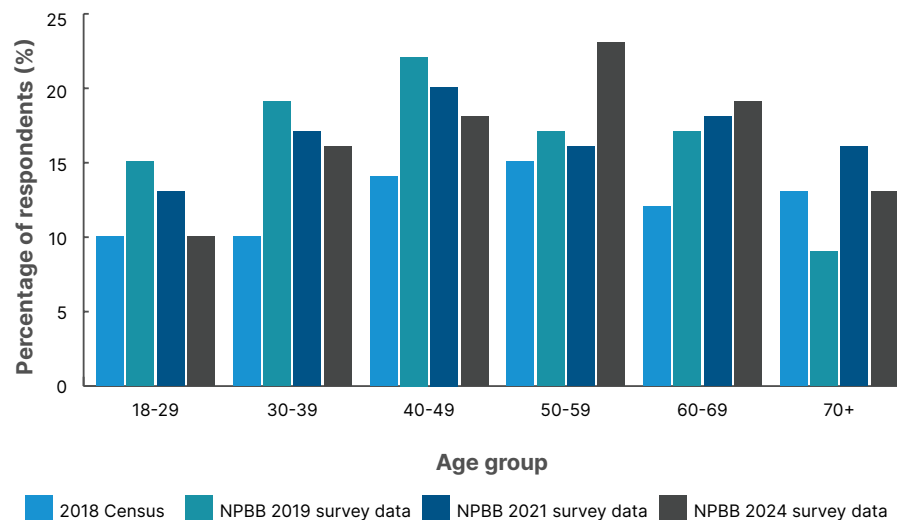
Those aged 50-59 accounted for the highest proportion of users (23%), which was followed by 60-69 (19%) and 40-49 (18%).

Those aged 18-29 accounted for the lowest proportion of respondents which remains consistent throughout the three Beach User Surveys completed to date, but is a comparable representation of this age group based on the 2018 Census data.

Respondents 70+ (13%) were the second lowest age group represented in this survey.

The 50-59 and 60-69 age groups are over represented in the 2024 survey and not an accurate reflection of the District demographics.

Figure 2: Age of respondents (n=298)



Please note Census data is for Waimakariri residents only and has been adjusted to reflect that only those over 18 were surveyed. Not all respondents were from the Waimakariri District.

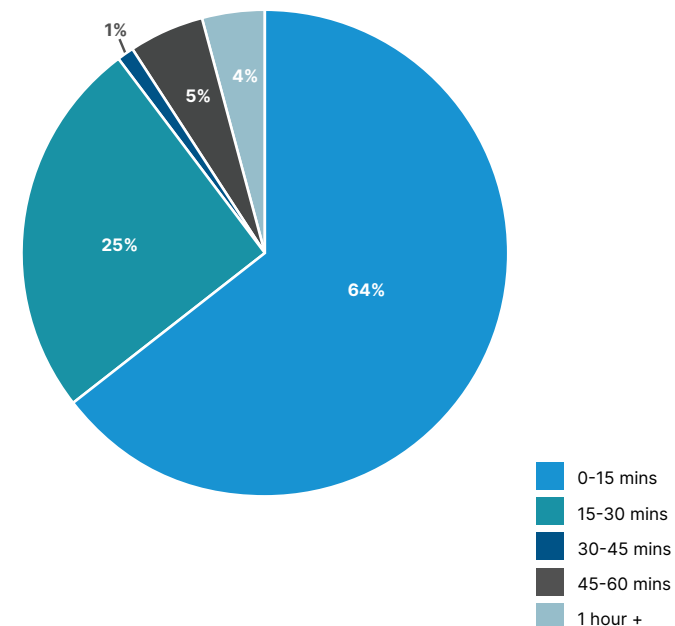
Travel time of respondents

Figure three displays the total time each respondent spent travelling to get to Northern Pegasus Bay.

In total, of the 380 respondents 64% spent 15 minutes or less travelling to their chosen beach.

6 respondents did not answer the question and 5 respondents selected multiple answers.

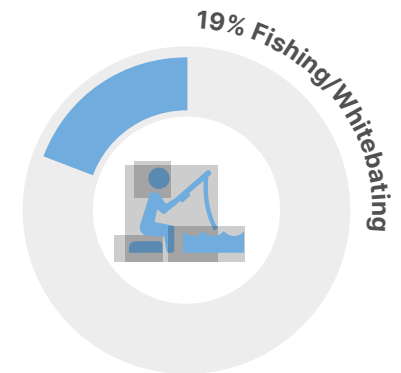
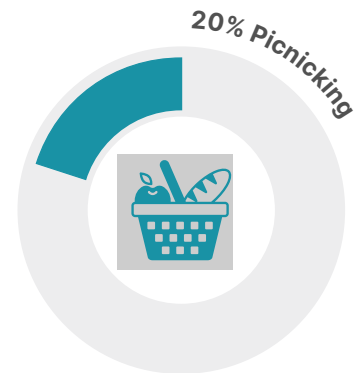
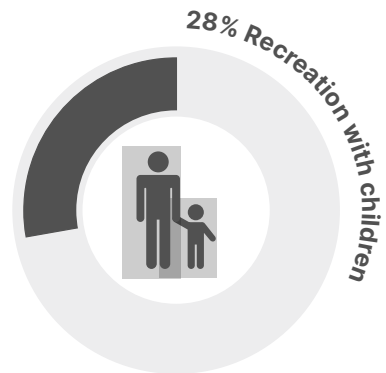
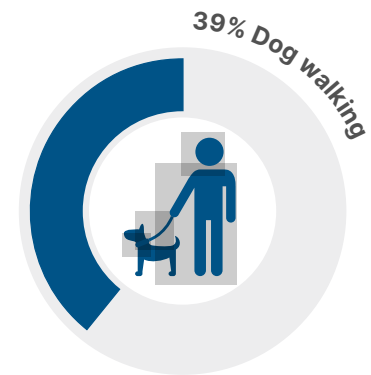
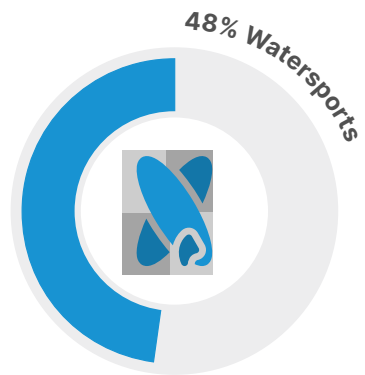
Figure 3: Travel time of respondents (n=379)



The Range of Activities

A Quick Summary

Range of activities



The Range of Activities

Activities reported by respondents

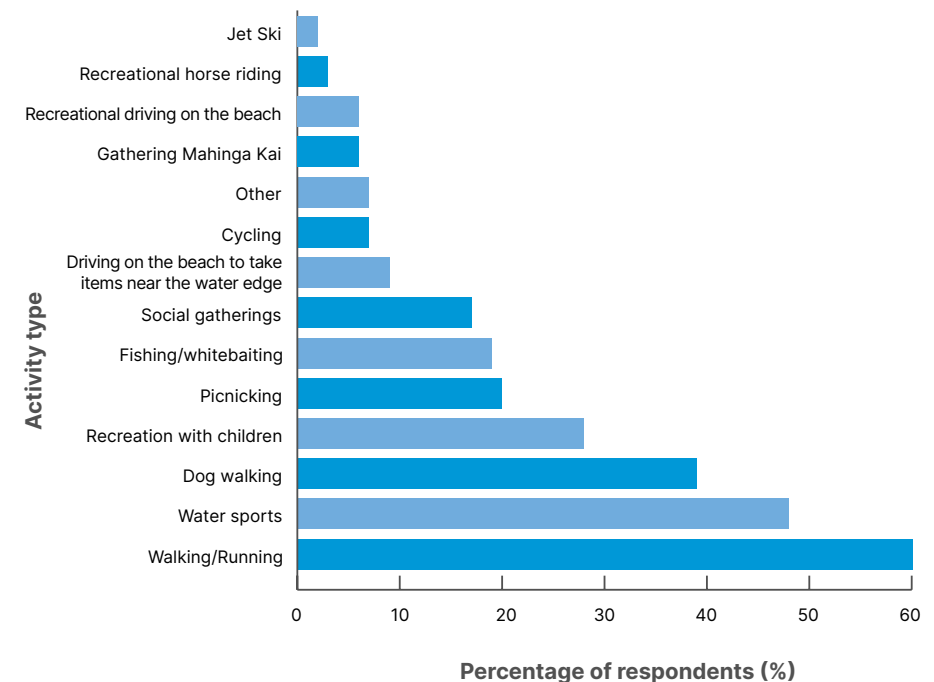
Respondents were asked about the range of activities that they would normally do in the coastal environment. In this question, respondents were able to select all of the answers that applied. In total, 380 respondents reported 1021 activities. Figure four displays the activities that respondents were most likely to participate in, which included walking and running (60%), water sports such as swimming and surfing (48%), dog walking (39%), recreation with children (28%), and picnicking (20%).

A smaller number of respondents reported activities such as fishing/whitebaiting (19%), social gatherings (17%), gathering Mahinga Kai (6%) and recreational horse riding (3%).

The activities mentioned by only one to five respondents were included in an “other” category. This contained activities such as jet skiing, birding, photography, sightseeing and relaxing.



Figure 4: Activities of respondents in the Northern Pegasus Bay area (n=380)



Please note responses add up to > 100% as most people selected more than one activity.



Bylaw Awareness

A Quick Summary

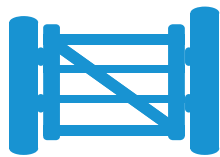
Respondents awareness of rules at the beach



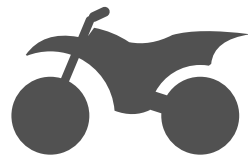
Horses
27%



No Idea
29%



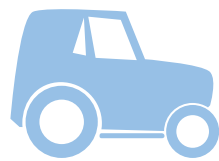
Access
restrictions
33%



Motorbikes
34%



Dogs
45%

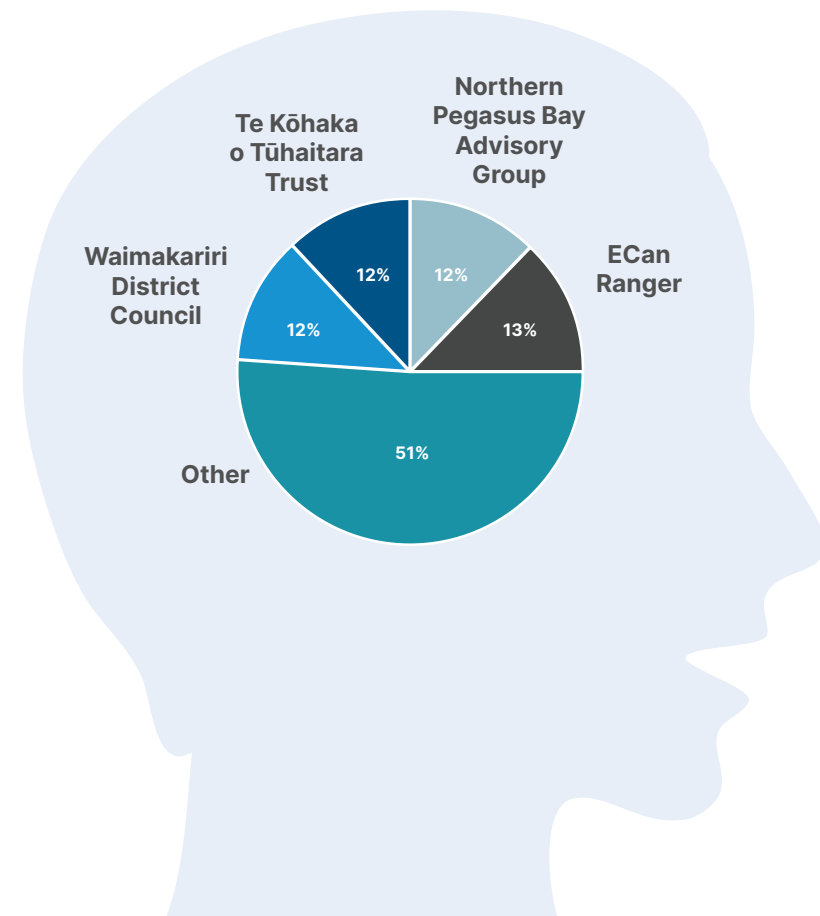


Vehicles
45%



Fires
49%

How respondents became aware



Bylaw Awareness

Awareness of rules in the coastal environment

Respondents were asked about their awareness of any rules in the coastal environment. There are six different activities the Northern Pegasus Bay Bylaw that have restrictions. This question was to gauge how well the Bylaw was known by beach users, or whether respondents were at least aware of any prohibited/restricted activities.

Overall, 29% of all respondents had no awareness of there being any rules in the coastal environment and 71% had some awareness of one or more of the activity areas that have restrictions or are prohibited.

Of the 380 respondents 268 most were able to identify multiple activity areas that have restrictions or are prohibited.

Almost half of the 268 respondents (49%) that were aware of rules in the coastal environment were able to identify there are rules around fires on the beach.

The lowest awareness of rules in the coastal environment was around horses on the beach (27%)

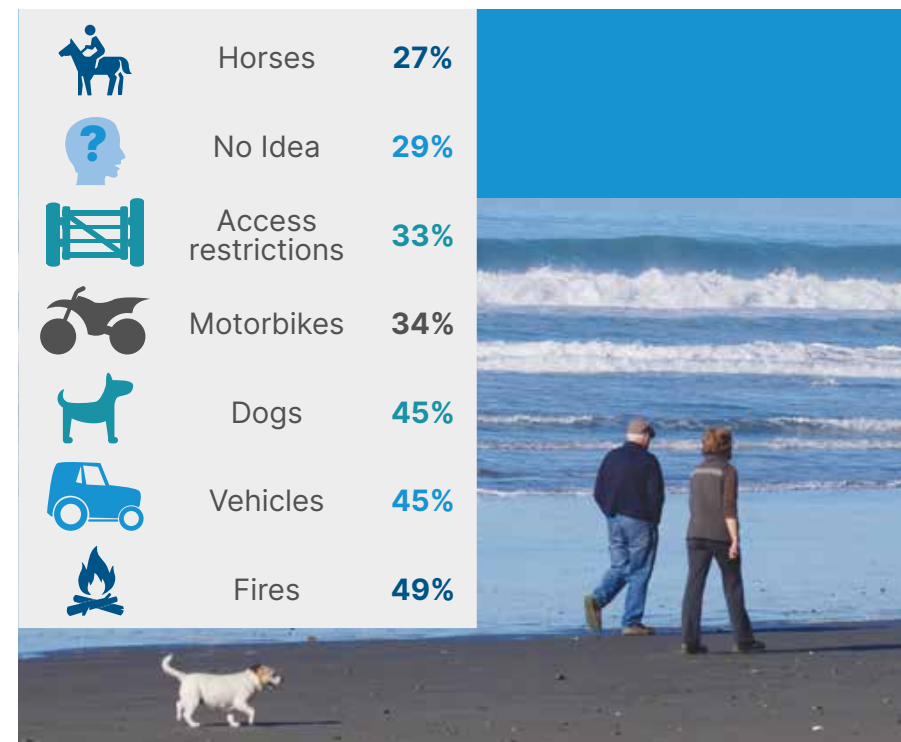
Figure five displays a breakdown of the area's respondents were able to identify as having rules around in the coast environment.

How respondents became aware of rules in the coastal environment

Respondents were asked if aware of any rules within the coastal environment how they were made aware of these rules.

Of the 268 respondents that were aware of rules in the coastal environment, 12% got the information from Waimakariri District Council, 12% from Te Kōhaka o Tūhaitara Trust, 12% from Northern Pegasus Bay Advisory Group, 13% from an ECan Ranger and 51% Other.

Figure 5: Breakdown of the six areas covered in the Northern Pegasus Bay Bylaw awareness (n=380)



Please note responses add up to > 100% as some people identified more than one.



The Best Aspects of the Coastal Environment

A Quick Summary

The best aspects



69%

Enjoy the proximity to the coastal environment.

56%

Enjoy the peaceful atmosphere.

51%

Enjoy the natural environment.

49%

Enjoy the accessibility of Pegasus Bay.

48%

Enjoy the scenery.

The Best Aspects of the Coastal Environment

Respondents were asked what they enjoyed most about the coastal environment. They were able to list multiple themes and a total of 2,091 were mentioned by 380 people. Many of these have been grouped together in the analysis, as they were very similar (e.g. access and proximity). Figure eight displays the top 15 themes that emerged from this question.

Being close to home was a key factor that 69% of respondents mentioned contributed to their enjoyment of the coastal environment. A large number (56%) of respondents also highlighted the peacefulness as one of the best aspects when visiting the North Pegasus Bay. A number of respondents (51%) made positive comments and attributed their enjoyment of the coastal area to the natural environment.

Respondents enjoyed the range of activities and recreation that could be undertaken at the coast (39%). These included body boarding, paddling and activities such as fishing.

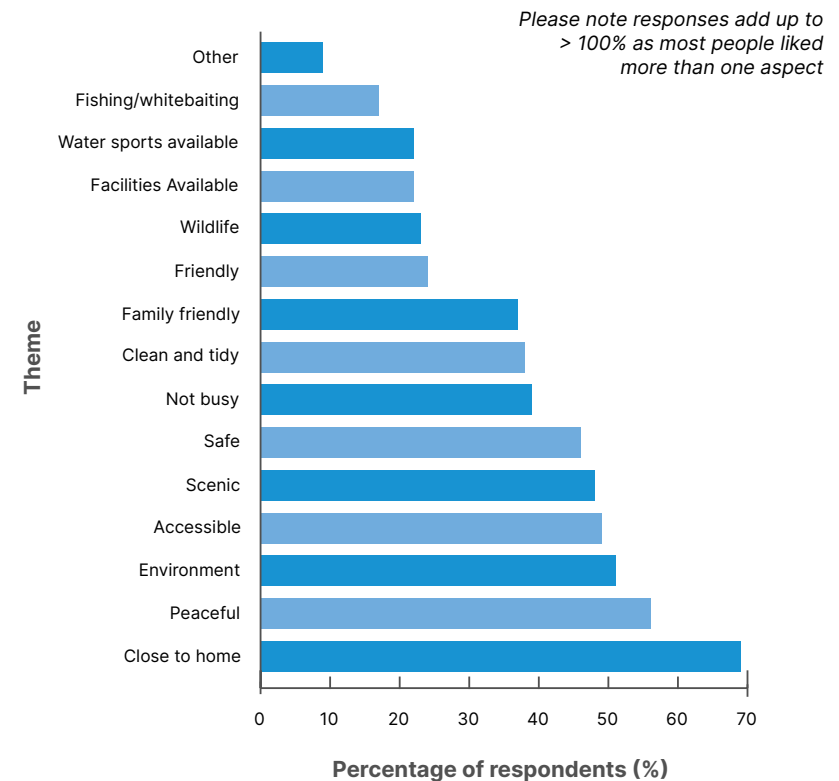
A number of respondents (23%) made positive comments on the wildlife being the best aspect of the coastal environment. The positive wildlife comments were mostly made in regard to the Ashley-Rakahuri Estuary, which is a significant site for bird life.

A larger number of respondents (38%) believed that the coastal environment was clean and tidy. This was discussed in relation to the presence of litter, and the condition of the environment itself and had increased from 16% of respondents in the 2021 Beach User Survey.

Almost half the respondents (46%) raised safety as one of the best aspects of the beach they frequent.

Other themes included family friendly (37%), friendliness of other users (24%), and facilities (22%).

Figure 8: The best aspects of the coastal environment (n=380)





The Main Issues

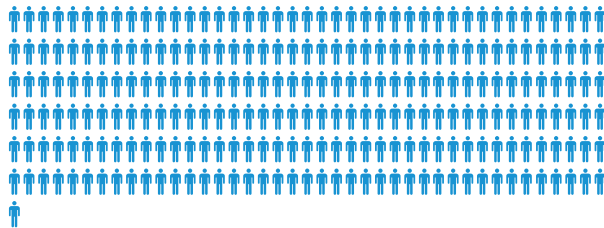
A Quick Summary

Total number of issues

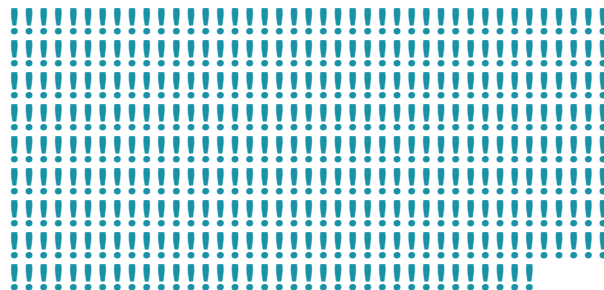


65% of people reported issues.

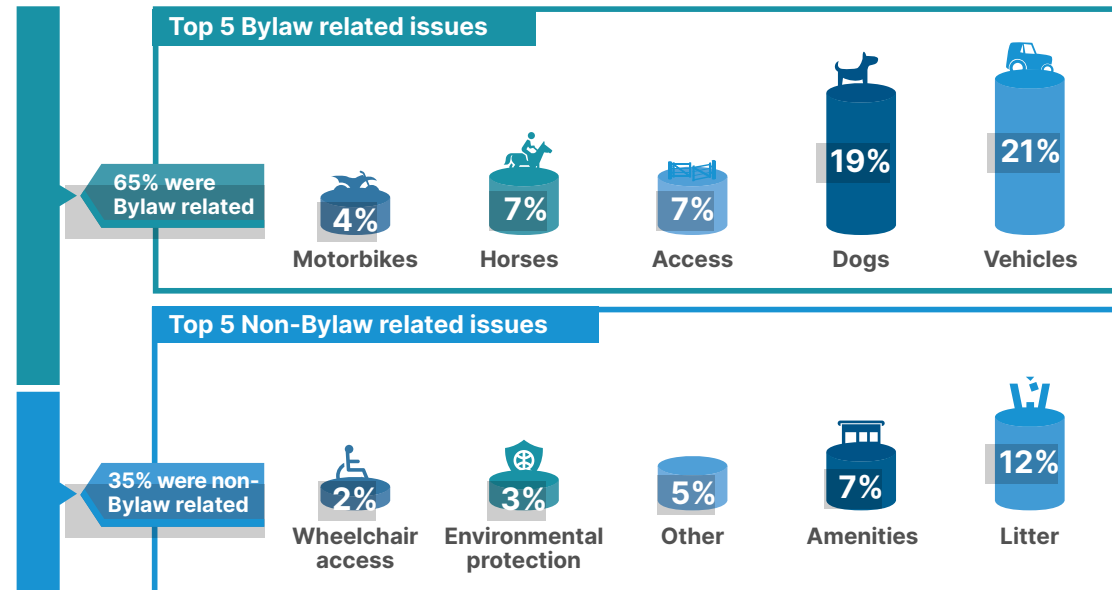
In total **247** people,



raised **364** issues.



Issue type



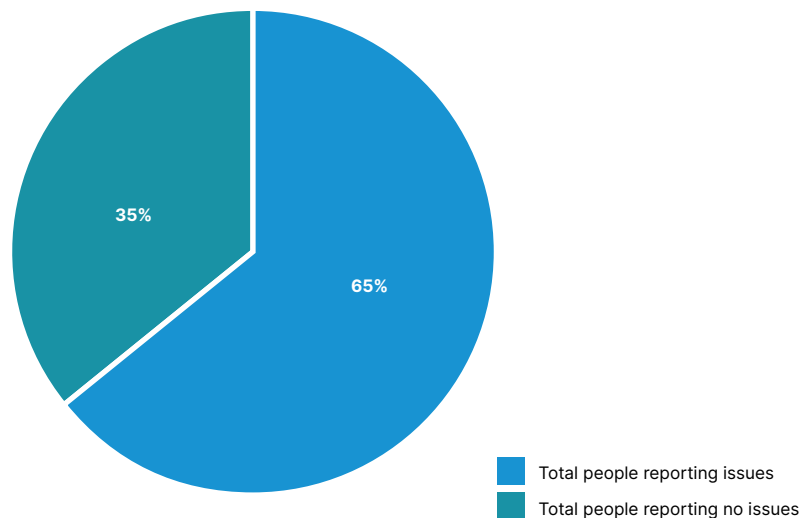
The Main Issues

Total number of issues versus no issues

This question was asked to determine what the main issues were for beach users in the coastal environment. Respondents often reported a range of issues, some of which fell outside the scope of the Bylaw.

In total, 65% of respondents reported at least one issue, whilst 35% reported none.

Figure 10: Total number of respondents reporting issues versus number of reporting no issues (n=380)

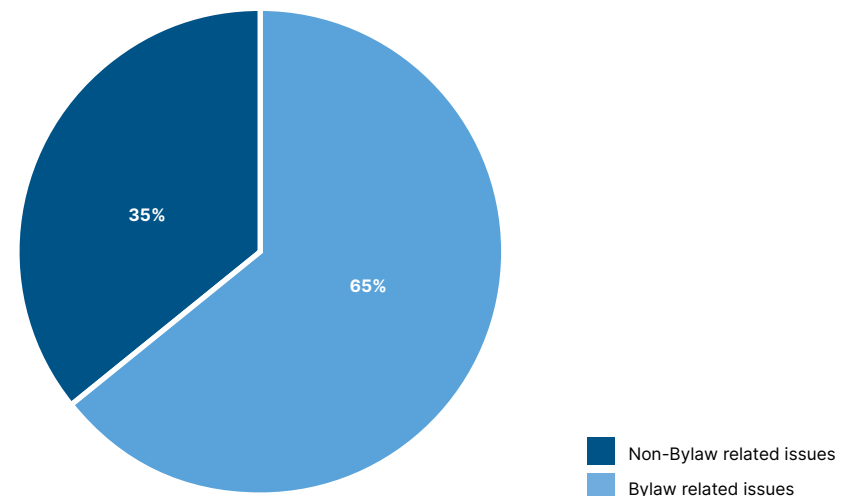


Bylaw related issues versus non-Bylaw related issues

Figure 11 displays the total number of Bylaw issues raised by respondents compared to non-Bylaw issues. Non-Bylaw issues referred to the types of issues raised by respondents that were either not covered by the Bylaw, or were not caused as a result of the Bylaw.

In total, 247 people raised 364 issues. Of these 364 issues, 65% were Bylaw related compared to 35%, which were non-Bylaw related.

Figure 11: Bylaw related issues versus non-Bylaw related issues (n=247)



List of Bylaw related issues

Of the 380 respondents to the survey 205 raised 235 Bylaw related issues.

Vehicles accounted for the highest proportion of Bylaw related issues (21%). Of the 75 comments from respondents most were related to vehicles in prohibited areas and vehicles driving at speed on the beach.

Dogs accounted for the second highest proportion of Bylaw related issues (19%). Of the 68 respondents most reported uncontrolled dogs (e.g. dogs off leads), dog faeces left behind on the beach and a small number mentioned user conflicts with other dog owners.

Horses were also an issue for 7% of respondents. A total of 24 complaints included the general presence of horses on the beach, and horse faeces.

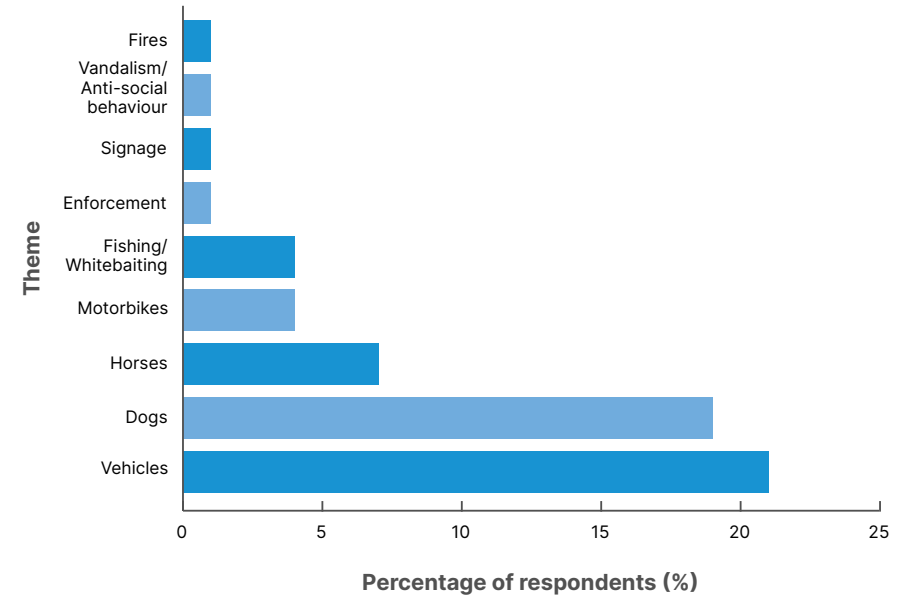
Motorbikes were an issue for a smaller number of respondents (4%). A total of 14 complaints from respondents included motorbikes in prohibited areas (e.g. sand dunes, Ashley-Rakahuri Estuary or the beach) and safety concerns with motorbikes driving at speed.

Fishing and whitebaiting was mentioned by 14 respondents (4%). These comments were generally related to the fishing litter left behind.

All other issues accounted for 5% of the total number of bylaw related issues. The remaining issues included lack of signage (1%), enforcement (1%), vandalism and antisocial behaviour (1%) and fires (1%).



Figure 12: Bylaw related issues (n=235)



List of non-Bylaw related issues

Figure 13 displays the total number of non-Bylaw related issues raised by respondents. In total 129 non-Bylaw related issues were raised.

Litter accounted for the highest proportion of non-Bylaw related issues (12%). Of the 44 complaints many comments referred to litter being life behind by other users especially by fishermen.

Concerns around access contributed 7% of the total number of non-Bylaw related issues. These comments included a range of barriers for those less mobile being able to access the beach.

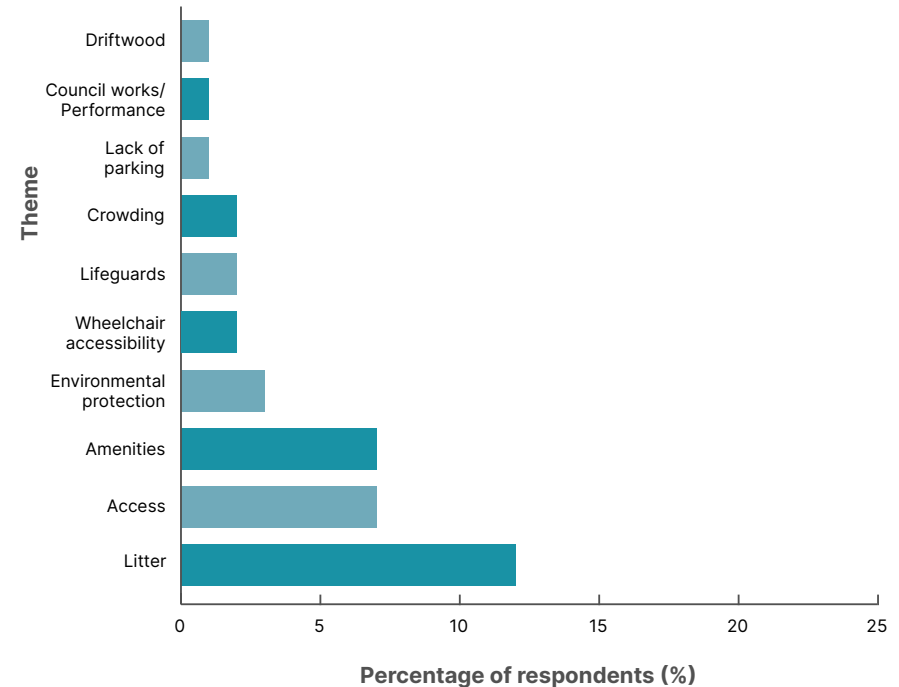
A number of respondents (7%) raised a list of amenities they felt were insufficient this included toilets, showers and bins.

Environmental protection was raised by 10 respondents (3%) The comments related to lack of protection and respect of the coastal environment.

Wheelchair access, lack of lifeguards and over crowding were raised by (2%) of respondents.

The other categories of non-Bylaw related issues accounted for 3% of all the issues raised: Lack of parking (1%), Council works/performance (1%), Driftwood (1%) and deforestation (0%) raised by 1 respondent.

Figure 13: Non-Bylaw related issues (n=129)



Please note responses add up to > 100% as some people indicated more than one issue



Observed Conflict

A Quick Summary



Not observed any conflict

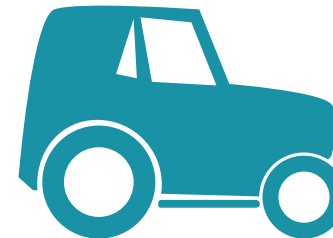
81% **83%**
2021 2024



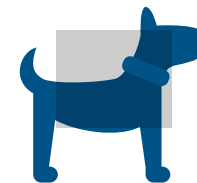
Observed conflict

19% **17%**
2021 2024

Top 3 topics of conflict observed:



Vehicles 29%



Dogs 25%



Fishing/Whitebaiting 20%

Observed Conflict

The question “Have you observed any conflict on the beach?” was added to the 2021 survey to include visitors that had witnessed other user’s negative encounters to further expand the information collected about coastal environment issues. The question was updated in the 2024 Survey to “Have you observed any conflict on the beach within the last 2 years?” to avoid any potential double up of data.

Of the 380 respondents surveyed, only 65 reported observing conflict between other beach users.

The most common cause of the conflict observed was vehicles on the beach (29%), respondents detailed excessive speed and careless driving on the beach.

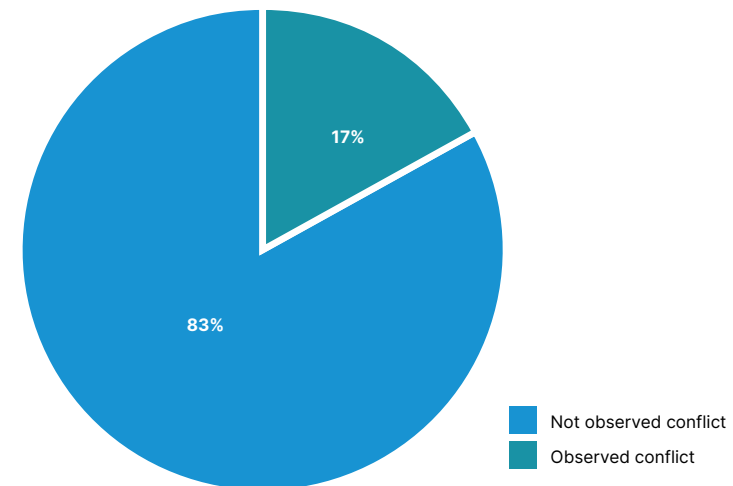
Conflict seen between dog owners and other users of the beach was 25%. The comments around the situations were varied and included dogs not under control, dogs in prohibited areas and dogs chasing the wildlife.

Conflict around Fishing/whitibaiting was witnessed by 20% of those who had observed conflict in the coastal environment by other beach users.

Horses were also raised as another cause of conflict (6%) between beach users this includes commercial and recreational riders.

Negative encounters over motorbikes was also noted by 5% of respondents. These included motorbikes in prohibited areas and excessive speed.

Figure 14: Total number of respondents reporting observing conflict vs the total number of respondents reporting not observing conflict (n=380)

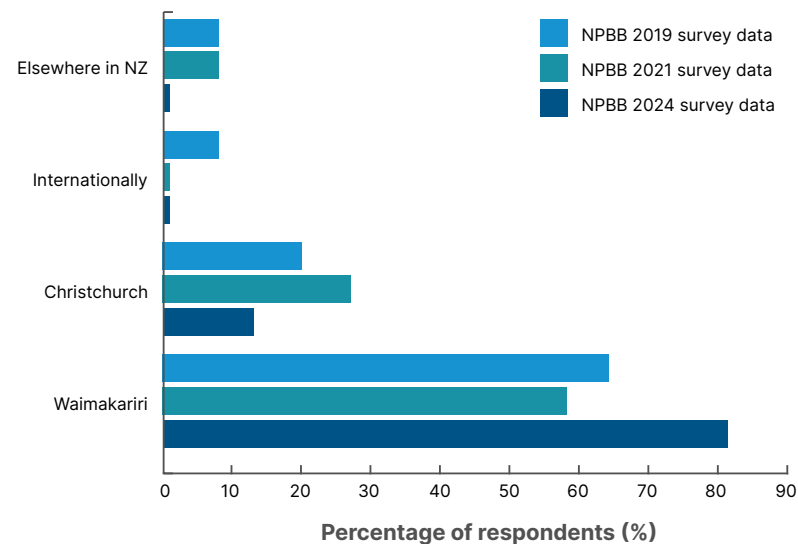




Trends

A Quick Summary

Where are our visitors from? (n=380)



The main issues



In 2019 **6 out of 10** people surveyed reported issues



In 2021 **5 out of 10** people surveyed reported issues



In 2024 **6.5 out of 10** people surveyed reported issues

Conflicts observed/not observed

Observed conflict



Not observed conflict



Trends

The proposed targets from the 2019 Intercept Survey report are based on maintaining the status quo or improving on the baselines established.

| 2019 Survey targets | 2021 Survey results | 2024 Survey results |
|---|---------------------|---------------------|
| No more than 6% dissatisfaction with horses | 12% (14) | 7% (24) |
| No more than 37% dissatisfaction with litter ✓ | 32% (26) | 12% (44) |
| Less than 33% dissatisfaction with vehicles ✓ | 44% (51) | 21% (75) |
| Less than 24% dissatisfaction with dogs ✓ | 23% (27) | 19% (68) |
| Less than 17% dissatisfaction with motorbikes ✓ | 8% (9) | 4% (14) |

In 2019 three of the five targets established were achieved. The vehicle target was not achieved with an increase of 11% and the horse target by 6%.

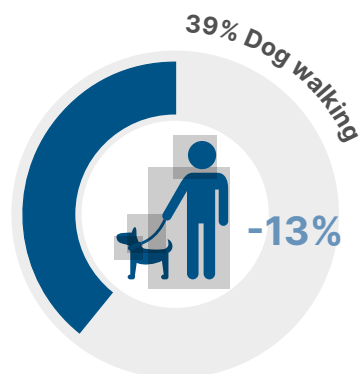
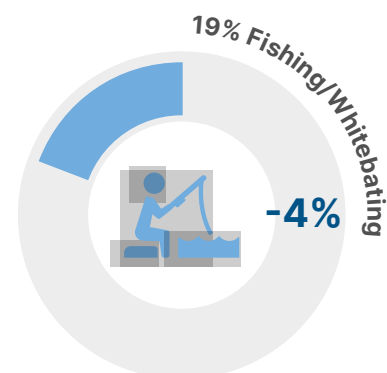
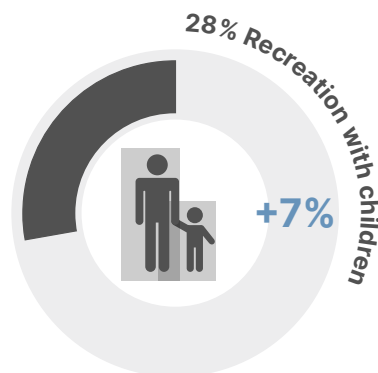
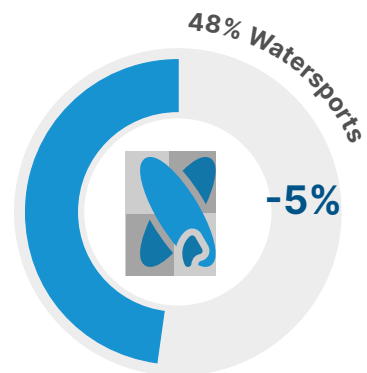
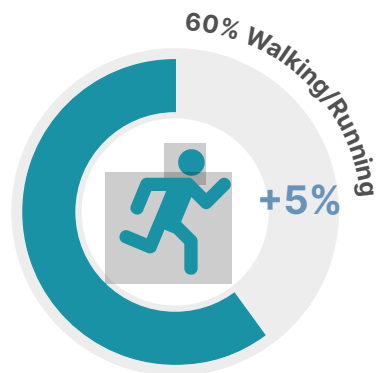
In 2024 four of the five targets were achieved. The horse target was not achieved but only over the target by 1%.

The respondents

Visitors from within the District has increased by 23% since the 2019 Beach User Survey.

Visitors from Christchurch and elsewhere in New Zealand has decreased since the 2019 survey with international visitor figures remaining the same.





The range of activities

Respondents using the beach for walking and running activities was up 5% in the 2024 survey compared with the 2021 with 228 respondents stating this was an activity they had done at the beach.

Respondents participating in water sports was down 5% in the 2024 survey with 181 respondents stating this was an activity they took part in at the beach compared to 159 in the 2021 survey.

Dog walking activities along the beach was down 3% in the 2024 survey 86 respondents identified this as an activity they came to the beach for compared to 86 of 300 in the 2021 survey.

Recreation with children had increased by 7% in the 2024 survey. A total of 108 respondents stated recreation with children was an activity they had done at the beach compared to 63 in the 2021 survey.

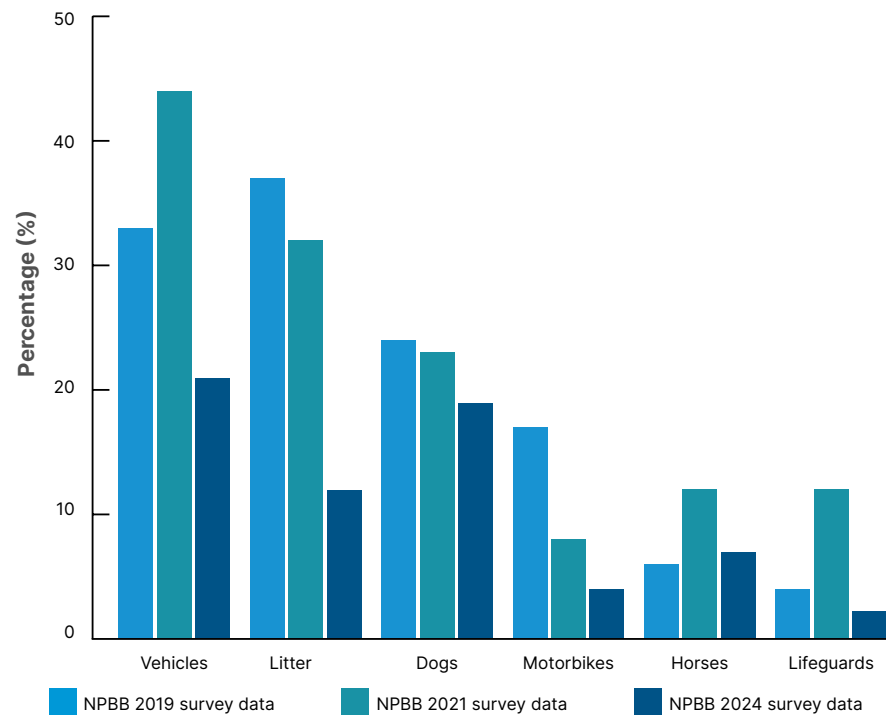
Picnicking was recorded down by 9% in the 2024 survey, 75 respondents reported this as an activity they participate in compared to 34 in the 2021 survey.

Fishing/Whitebaiting activities were down by 4% compared to the 2021 survey, with only 71 respondents identifying this as an activity they undertook at the beach.

The main issue

In 2024, 247 of the 380 respondents identified 364 separate issues for beach users in the coastal environment. Over two thirds of the issues reported were bylaw related, leaving 129 of these being unrelated to the bylaw.

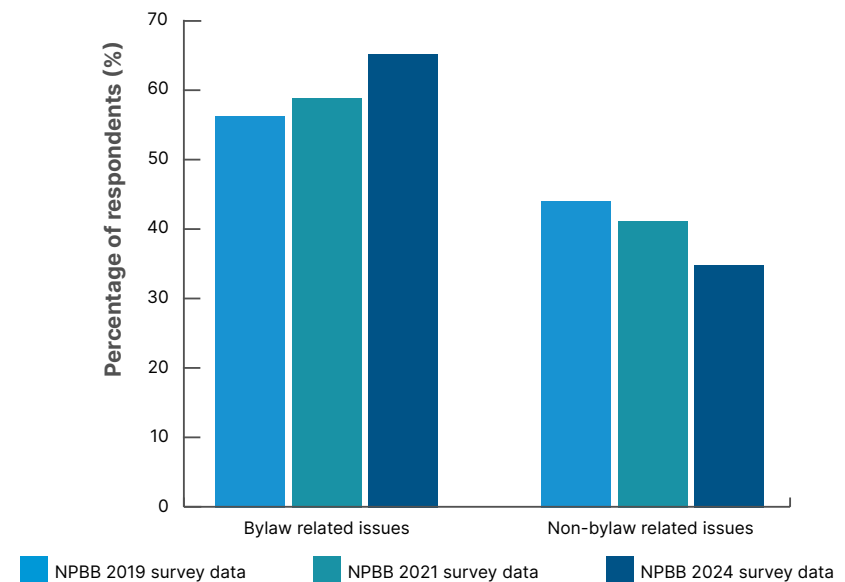
Figure 18: Comparison of the main issues arising from the 2019, 2021 and 2024 surveys



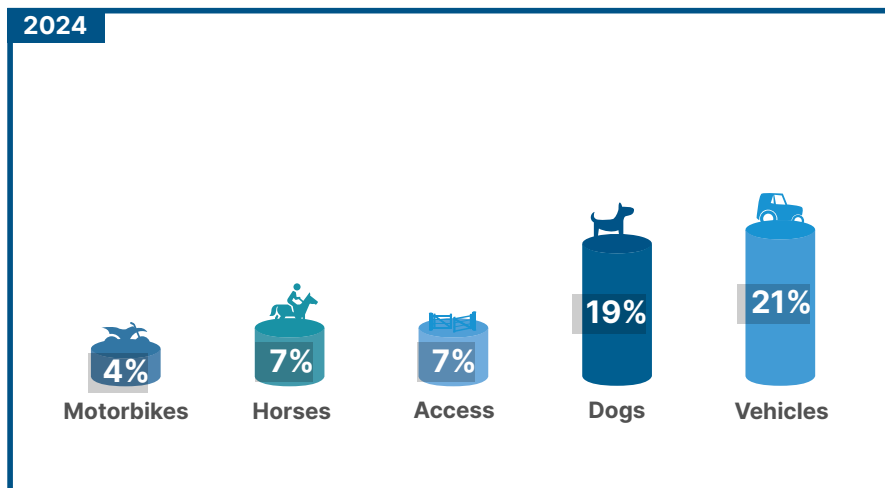
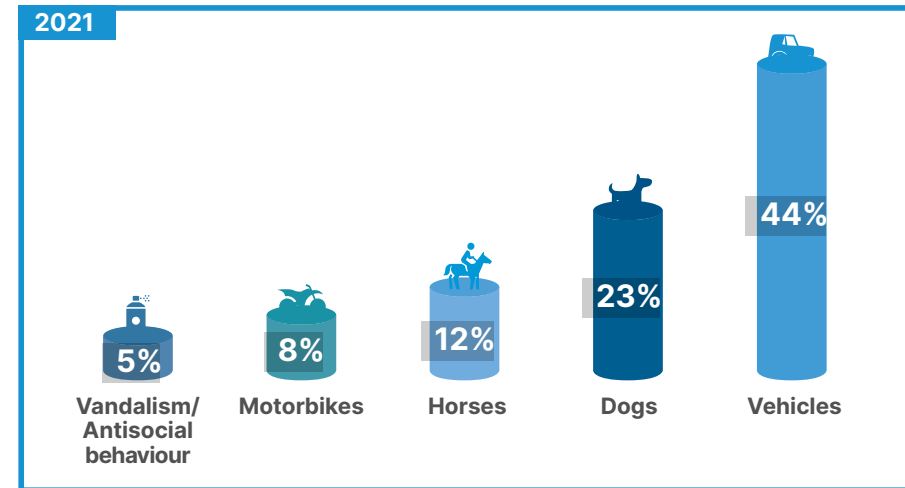
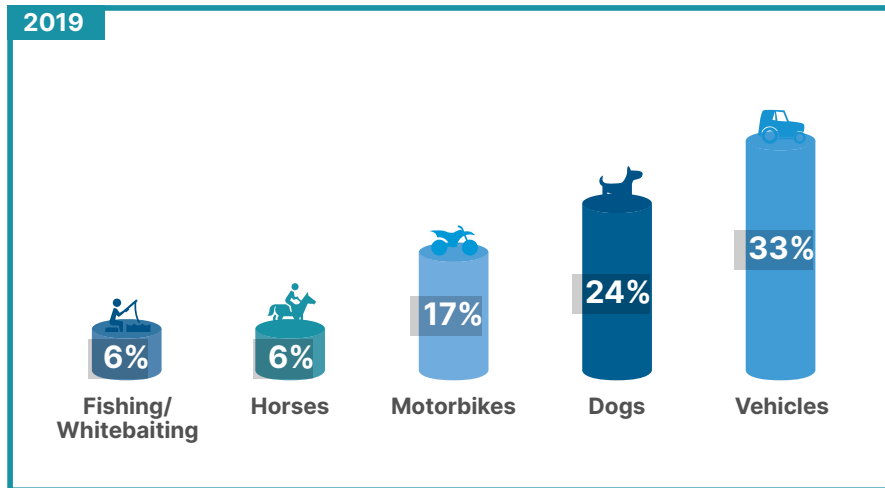
As shown in figure 18 The top three issues vehicles, litter and dogs have remained the same between all three surveys alternating between first, second and third. The 2024 survey shows vehicles accounted for the highest number of complaints 21%, followed by dogs with 19% of complaints and Litter with the smallest number of the top three at 12%.

Figure 19 below shows the percentage of respondents reporting Bylaw and Non-Bylaw related issues over the last three surveys. Number of Bylaw related issues is increasing consistently and the number of Non-Bylaw related issues is reducing steadily over the three surveys.

Figure 19: Percentage of respondents reporting issues

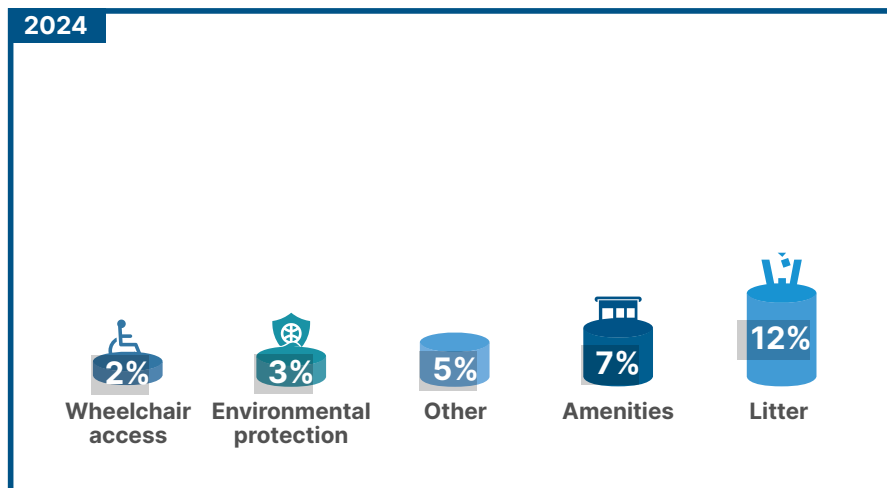
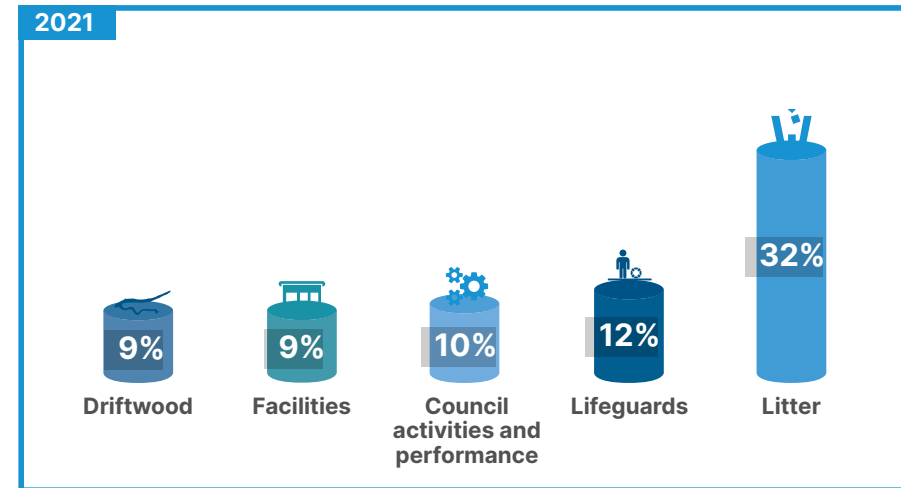
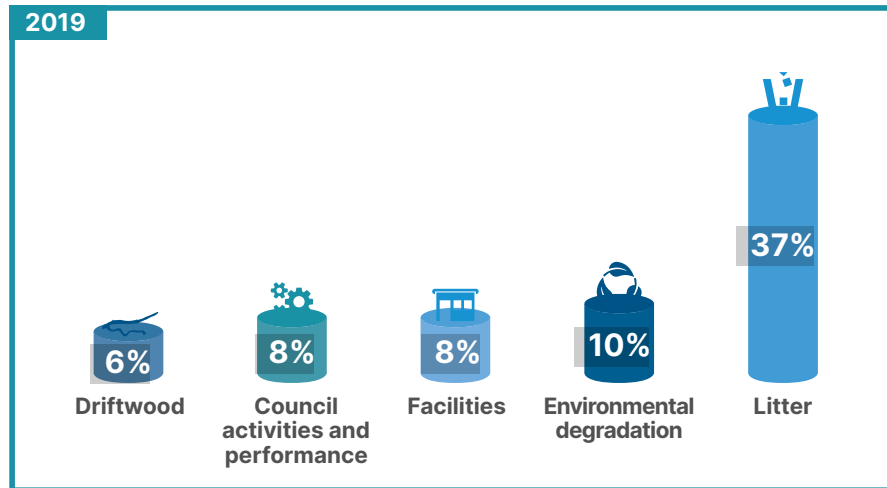


Top 5 Bylaw related issues



In total there were **235 Bylaw related issues** raised by respondents in the **2024** survey, which is **119 more Bylaw related issues** than reported in the **2021** survey, **91 more Bylaw related issues** than reported in the **2019** survey.

Top 5 non-Bylaw related issues



In total there were **129 non-Bylaw related issues** reported by respondents in the **2024** survey, which is **47 more non-Bylaw related issues** than reported in the **2021** survey, **17 more non-Bylaw related issues** than reported in the **2019** survey.



Appendices

| | |
|-------------------------------|----|
| Survey Sheet..... | 40 |
| Map of Survey Locations | 42 |
| Facebook Post | 43 |
| Poster | 44 |

DECEMBER 2023–FEBRUARY 2024

Pegasus Bay Survey

Time: _____ **Survey location:** _____ **Weather:** _____

☐ Male ☐ Female ☐ Other gender ☐ Not disclosed

1. What is your age group? *(Do not approach people under 18 years)*

☐ 18–29 ☐ 30–39 ☐ 40–49 ☐ 50–59 ☐ 60–69 ☐ 70+

2. How long did you travel for to get to this beach?

☐ 0–15mins ☐ 15–30mins ☐ 30–45mins ☐ 45–60mins ☐ 1hour+

3. How long do you intend to spend at the beach?

☐ Less than 1hour ☐ An hour ☐ More than a hour ☐ Half a day ☐ Full day

4. Where do you normally live?

☐ Waimakariri District ☐ Christchurch City ☐ Hurunui District

☐ Selwyn District ☐ Other *(Please specify)* _____

5. What type(s) of activities would you normally do at the beach?

☐ Walking and/or Running ☐ Water Sports (Swimming, Surfing etc)
☐ Dog Walking ☐ Fishing/Whitebaiting
☐ Picnicking ☐ Recreational driving on the beach (Quad bike or Motor vehicle)
☐ Cycling ☐ Recreational horse riding
☐ Social gatherings ☐ Recreation with children
☐ Gathering Mahinga Kai ☐ Other *(Please specify)* _____
☐ Driving to take recreation equipment to the water's edge

6. What do you enjoy about this coastal environment?

☐ Safe ☐ Scenic ☐ Wildlife ☐ Friendly
☐ Peaceful ☐ Not busy ☐ Accessible ☐ Clean and tidy
☐ Environment ☐ Close to home ☐ Family friendly ☐ Facilities available
☐ Fishing/whitebaiting ☐ Water sports available ☐ Other *(Please specify)* _____

7. In your opinion, what are the main issues, and whereabouts do they occur in this coastal environment?

8. Have you observed any conflict on the beach in the last 2 years? Where? What did you see?

9. Are you aware of any rules around the following on the beach?

- ☐ Access restrictions
- ☐ Fires
- ☐ Motorbikes
- ☐ None of the above
- ☐ Dogs
- ☐ Horses
- ☐ Vehicles

10. If aware, how did you become aware of the Bylaw rules?

- ☐ Word of mouth
- ☐ Council website
- ☐ Social media
- ☐ Signage
- ☐ Brochures
- ☐ Newspaper
- ☐ Waimakariri District Council staff member
- ☐ Northern Pegasus Bay Advisory Group member
- ☐ Te Kōhaka o Tūhaitara Trust
- ☐ Environment Canterbury ranger presence
- ☐ Other (Please specify) _____

11. Are there any other comments you would like to make about this coastal environment?





Waimakariri District Council

25 December 2023

...

While you are busy enjoying the beaches around our District this Summer keep an eye out for these posters with QR codes to complete our surveys!

We're currently reviewing the Northern Pegasus Bay Bylaw and running a beach users survey.

The Northern Pegasus Bay Bylaw explains what activities are permitted on our beaches and what activities are prohibited. There are also rules and guidelines around some of these activities and how they need to be carried out.

If we all play our part, we can ensure our beaches and wildlife stay safe and protected now and for the future.

Over the summer Council would like to hear how these rules are currently affecting how our communities use the beaches, including what works and if there is something that isn't working or you would like to see included.

Go to:

letstalk.waimakariri.govt.nz/northern-pegasus-bay-bylaw
waimakariri.govt.nz/beachsurvey



BEACH SURVEY

GOT A MINUTE?

HOW DO YOU USE THE BEACHES?

We want to know what activities you like to do on the beach, and how, where and when you like to do them. This survey will help us form strategies and policies to ensure everyone's experiences of our beaches are they best they can be.

Please take a couple of minutes to complete the survey.

waimakariri.govt.nz/beachsurvey



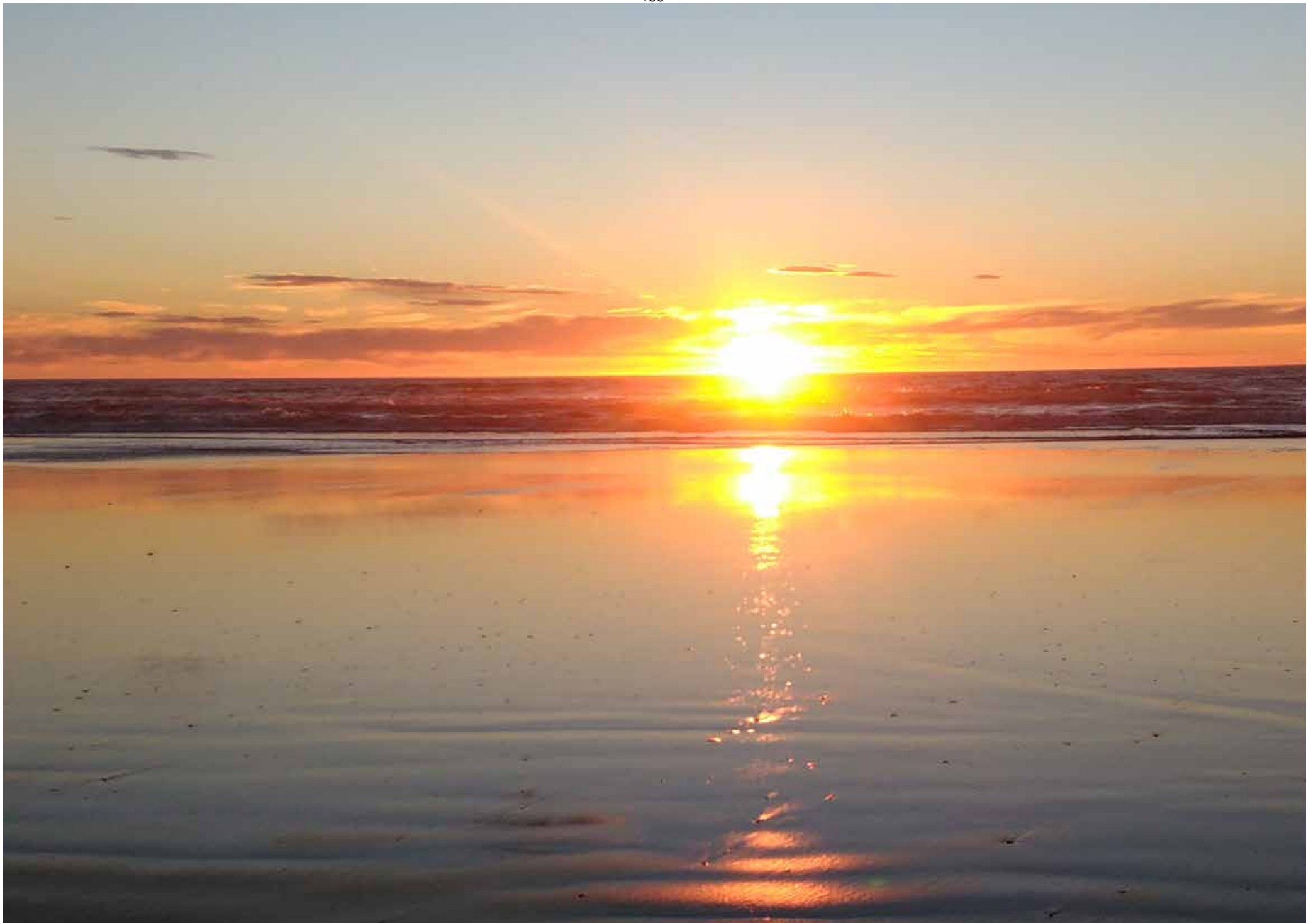
SCAN ME.





WAIMAKARIRI DISTRICT COUNCIL

Northern Pegasus Bay Bylaw.





215 High Street
Private Bag 1005
Rangiora 7440, New Zealand
Phone 0800 965 468
waimakariri.govt.nz



WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO: 240424065611


REPORT TO: Council

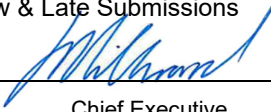
DATE OF MEETING: 7th May, 2024

AUTHOR(S): Helene Street, Corporate Planner

SUBJECT: Draft Long Term Plan Submissions Overview & Late Submissions

ENDORSED BY:
(for Reports to Council,
Committees or Boards)


General Manager


Chief Executive

1. SUMMARY

- 1.1. This report provides Council with a summary of the number of Draft Long-Term Plan (LTP) submissions received in advance of the scheduled LTP Hearings in May.
- 1.2. This report will be followed by the normal and more substantial Deliberations Special Consultative Procedure (SCP) Report and associated information, which will be completed by the 9 May and circulated to Councillors in advance of the Draft LTP Deliberations Meetings.
- 1.3. This report also seeks Council approval for the inclusion of two late Draft LTP submissions, received after the 15 April close of submissions deadline. One of these was received within two days of submissions closing, and the other around eight days post the submission closing date.

Attachments:

Nil

2. RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 240424065611.
- (b) **Approves** two late submissions from Recreation Aotearoa, and Trevor Smith, received after the LTP submissions deadline of 15th April, be received, included as part of the Draft Long-Term Plan consultation and engagement process.
- (c) **Notes** that a further and more comprehensive Deliberations SCP Report will be completed by the 9 May and provided to Councillors ahead of the upcoming Deliberations scheduled for May.

3. BACKGROUND

- 3.1. The Council released the 2024 – 2034 Draft Long Term Plan for public consultation on the 15 March 2024. The month-long public consultation process then subsequently closed on the 15 April 2024.
- 3.2. The Draft LTP public consultation and engagement process has included a social media campaign, strong website presence, six public 'drop in' sessions across the District, a presentation to the district's business community through an ENC networking evening, and

hard copy Draft LTP documents located and available at the Councils service centres and libraries.

- 3.3. Prior to each Annual and Long-Term Plan Deliberations Meeting, a full report providing Council with all submissions and associated information is developed and circulated. The report for the 2024 – 34 Draft Long-Term Plan will be completed by staff by 9 May, and subsequently circulated to Council prior to the scheduled Draft LTP Deliberations at the end of May.
- 3.4. In the week following closure of submissions for the 2024 – 34 Draft LTP, two late submissions were received by staff. Whether these submissions are accepted and included in Hearings and Deliberations processes in May is a decision for Council.

4. **ISSUES AND OPTIONS**

Key Dates – Draft 2024 - 34 Long Term Plan

- 4.1. The following timeline highlights the key milestones and dates from public consultation through to Draft LTP Adoption:
 - Monday 15 April: Consultation concluded.
 - Week ending 3 May: Hearings information circulated to Council.
 - Wednesday 8 May: Submissions Hearing Meeting in Kaiapoi and Oxford.
 - Thursday 9 & 10 May: Submissions Hearing Meeting in Rangiora.
 - Thursday 9 to Thursday 20 May: Staff prepare and circulate required information for Council Deliberation.
 - Tuesday 21 to Thursday 23 May: Council Deliberations Meetings.
 - Friday 24 May to 7 June: Final changes are made to Draft LTP and Auditors Review.
 - Tuesday 25 June: Council considers adoption of Draft 2024 – 34 Long Term Plan.
- 4.2. Through the public consultation process of the Draft LTP that occurred in March and April 2024, 336 submissions were received. Collectively these submissions have resulted in 1,661 individual points of submission on both the five key consultation topics, and a number of other matters related to the activities and services of Council.
- 4.3. The five consultation topics themselves received 826 points of submission directly related to the options provided for each of those topics. 313 further points were submitted on the five topics that were different to the options provided in the Consultation Document. The balance of submission points relates to other topics or matters submitters wished to have considered by Council.
- 4.4. Two submissions were received after the consultation period closed, one from Recreation Aoteroa, and another from Trevor Smith. The Recreation Aoteroa submission was received within two days of the submissions period closing, and the Trevor Smith submission around eight days following the consultation period. The Trevor Smith submission follows a series of questions and communications between Trevor Smith and Council staff during the consultation period, that was aimed at enabling Mr. Smiths submission. Notwithstanding that the submission was late, this highlights that Trevor Smith was working on this submission during the consultation period.
- 4.5. The Council has a number of options in relation to the two late submissions.
- 4.6. ***Option 1 – Council accepts and includes the two late submissions from Recreation Aoteroa and Trevor Smith.*** Council could accept the two late submissions and request staff to include these into the appropriate Hearings and Deliberations information for Council's consideration. This would allow the submitters views to be considered by Council and included into future decisions on the Draft LTP. Given there are only two late submissions, the process of including them into such information is not difficult. **(This is the option recommended by Staff)**

- 4.7. **Option 2 – Council declines to accept and include the two late submissions from Recreation Aoteroa and Trevor Smith.** On the basis that these two submissions were received after the closing date for submissions (15 April), the Council could decide to decline both submissions. This would mean that the views expressed by these submitters would be withdrawn from the submissions database and recorded in Council's filing system as being received outside of the consultation period.

As a result, the views of these submitters would not be included in the Councils Hearings or Deliberations information, and therefore would not be considered as part of the decision-making process. Given the additional work required to accept and include the submissions is relatively low, and the Council's desire to receive feedback from the community on its Draft Long-Term Plan, this is not the recommended option.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. The Long-Term Plan sets out the Community Outcomes the Council seeks to achieve over the 2024 – 34 period, the activities and services it intends to provide to achieve these outcomes, and how this is to be delivered and funded.

- 4.8. 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 groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. There are a number of groups and organisations that have an interest in the activities and services of Council, and that have submitted to the Draft Long Term Plan process with their views.

5.3. Wider Community

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. The wide variety of activities and services provided by Council are utilised by the community every day. The wider community is likely to have an interest in matters related to the Draft Long Term Plan, which sets out how these activities and services are to be provided and funded.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are no specific financial implications of the decisions sought by this report. Council will consider the budget implications of the Draft Long-Term Plan through the upcoming Hearings and Deliberations meetings.

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. Given the low number of late submissions and the relatively low level of work required to include these into the upcoming Hearings and Deliberations processes, there is a risk that Council could be considered as being unreasonable for not accepting the late submissions.

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

7.3. Consistency with Community Outcomes

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

- Our community has access to the knowledge and skills needed to participate fully in society and to exercise choice about how to live their lives.

7.4. Authorising Delegations

The Council is delegated authority to either accept or decline late submissions to the Long-Term Plan consultation process.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: FIN - 01 / 240407053570

REPORT TO: COUNCIL

DATE OF MEETING: 7 May 2024

FROM: Greg Bell, Acting General Manager Finance & Business Support

SUBJECT: Proposed changes to Treasury Policy

SIGNED BY:
(for Reports to Council,
Committees or Boards)



Department Manager



Chief Executive

1. SUMMARY

- 1.1 The purpose of this report is to provide an overview and seek approval from the Council to approve changes to the Council's Treasury Policy as a result of the three yearly review. The amendments to the policy reflect the changes to the processes, templates, legislation or organisation structure since the last full review of the Policy was carried out in March 2021.
- 1.2 The proposed changes in policy will result in a slightly lower limit on net debt as a percentage of operating revenue ratio of 250%, compared with 290% for the 2023/24 year as previously outlined in the policy (see section 3.3 of the Treasury Policy). This brings the policy into line with the policy limits in the financial strategy. This limit is a self-imposed limit that is lower than the limit allowed by the Local Government Funding Agency. The Council can amend its self-imposed limit by amending the policy.
- 1.3 The proposed changes in policy will also allow an increase the value of counterparty exposure limits from \$10 million to \$20 million (see section 7 of the Treasury Policy). This is the limit on the value of term deposit or financial instruments such as an interest rate swap contract that can be held with a single counterparty. The policy limit has been in place for some time and is restrictive in that it limits the amount that can be held in a term deposit with the Council's bank to \$10 million.
- 1.4 The treasury management framework in place ensures regular review and good governance over the Council's treasury processes and balances. This minimises any risk around treasury compliance.

Attachments:

- i. Treasury Policy – Trim 240419062330

2. RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 240407053570.

- (b) **Approves** the amendments made to the Treasury Policy.
- (c) **Notes** the amendments do not have a financial impact for the Council and the treasury framework in place minimises any risk to treasury compliance.
- (d) **Notes** that the changes proposed do not have an impact on the financial strategy included in the Long-Term Plan for 2024-34.

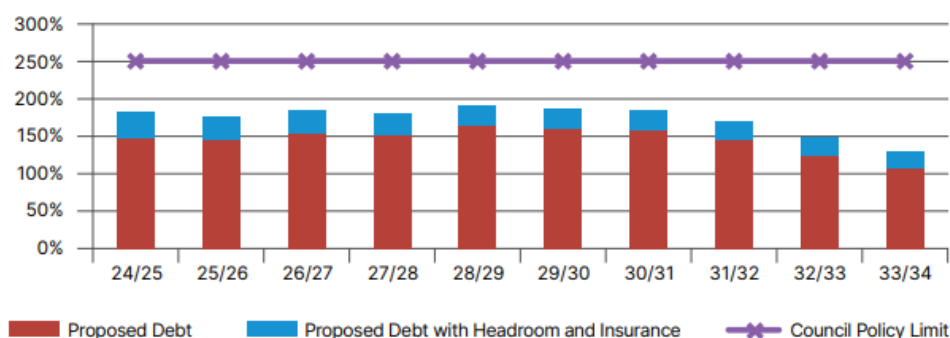
3. **BACKGROUND**

- 3.1 The purpose of the treasury policy is to provide the framework for all of Council's treasury activities and defines key responsibilities and operating parameters within which borrowing and investment activity is to be carried out. It also meets the Council's obligation under the Local Government Act 2002 to have in place a liability management policy and an investment policy.
- 3.2 Council's treasury function is a risk management function focused on protecting Council's budgeted interest costs and interest income and stabilising Council's cashflows. Council does not undertake any treasury activity that is unrelated to its underlying cashflows or is purely speculative in nature.
- 3.3 The policy is reviewed every three years in accordance with the Council's quality system framework. The last review was conducted in March 2021.
- 3.4 The Council is responsible for the overall approval of the policy parameters. The Chief Executive has overall responsibility for the operations of Council and the General Manager Finance and Business Support has financial management responsibility over Council's borrowing and investments. The policy is implemented and activities managed through the finance function.

4. **ISSUES AND OPTIONS**

- 4.1. This update does not propose significant changes to the Treasury Policy last adopted in March 2021. The amendments reflect changes to the business operating activities over the last 3 years, changes to the required net debt to operating revenue ratio to bring it into line with the financial strategy plus an increase in the counterparty limit.

The reduction of the net debt to operating revenue ratio from 290% to 250% is reflected in the financial strategy as shown in the DRAFT Long-Term plan. The chart shows the forecast levels of net debt to implement the DRAFT Long-Term Plan for 2024-34, and demonstrates that the forecast net debt is within the self-imposed limits.



- 4.2. The proposed increase in the counterparty limit from \$10 million to \$20 million is to accommodate the increase in the scale of the Council's operations over recent years and

the impact of inflation. The higher limit reflects the level of cash holdings that the Council may require to ensure sufficient liquidity to meet its cash requirements in the coming years.

- 4.3. The other amendment of note is the inclusion of the Waimakariri Public Arts Trust under section 4.4 Equity Investments. This outlines the operating and reporting requirements of the Trust which was established on 17 September 2020.
- 4.4. The Council may choose to adopt this updated policy, or ask for changes to be made before adopting it. The Council may also choose not to adopt this updated policy.

Implications for Community Wellbeing

There are not implications on community wellbeing by the issues and options that are the subject matter of this report.

- 4.5. The Management Team have 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 no groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. Section 4.4 of the Treasury Policy refers to the various entities in which the Council has a financial interest.

5.3. Wider Community

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report. If any of the limits or procedures set out in this policy are breached, then the wider community may be interested as it could bring about additional cost to the rate payer.

6. IMPLICATIONS AND RISKS

6.1. Financial Implications

There are no financial implications of the decisions sought by this report. If breach of the Council's borrowing, investment and cash management activities occurred there may be financial implications to the Council, this would depend upon the size and the nature of the breach.

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.

This policy outlines the process that the Council will follow to mitigate against the risk associated with any treasury related activities in the Council.

6.4. Health and Safety

There are not 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 – Section 100 Balance budget, Section 102 Financial policies.

7.3. Consistency with Community Outcomes

The Council's community outcomes are not relevant to the actions arising from recommendations in this report.

7.4. Authorising Delegations

The Council has the authority to approve any amendments to the Treasury Policy.



Treasury Policy

QD FIN Policy 001

May 2024



Contents

| | | | |
|--|-----------|---|-----------|
| 1. Introduction..... | 2 | 8. Performance Measurement..... | 22 |
| 1.1. Borrowing | 2 | 8.1. Borrowing: | 22 |
| 1.2. Investments | 2 | 8.2. Equity investments:..... | 22 |
| 1.3. Policy setting and management | 2 | 8.3. Property investments: | 22 |
| 1.4. Philosophy | 3 | 8.4. Forestry investments | 22 |
| 1.5. Questions | 3 | 8.5. Financial investments: | 22 |
| 1.6. Review Date | 3 | 9. Reporting and Meetings | 23 |
| 1.7. Approval | 3 | 9.1. Reports..... | 23 |
| 2. Structure..... | 4 | 9.2. Meetings..... | 23 |
| 2.1. Treasury organisational structure..... | 4 | 9.3. Treasury Management Committee..... | 23 |
| 2.2. Treasury responsibilities | 5 | 10. Delegated Authorities and Key Internal Controls..... | 24 |
| 3. Liability Management Policy | 7 | 10.1. Delegated authorities | 24 |
| 3.1. General policy..... | 7 | 10.2. Key internal controls | 24 |
| 3.2. New Zealand Local Government Funding Agency Limited (LGFA)..... | 7 | 10.3. General..... | 25 |
| 3.3. Borrowing limits | 8 | 10.4. Borrowing | 25 |
| 3.4. Liquidity and funding risk management...8 | | 10.5. Investments | 26 |
| 3.5. Interest rate risk management | 9 | 10.6. Incidental arrangements | 26 |
| 3.6. Security..... | 10 | APPENDICES | 27 |
| 3.7. Repayment | 10 | Appendix 1 - Policy Cross-reference to Local Government 2002 | 28 |
| 3.8. Contingent liabilities | 10 | Appendix 2 – Approved Financial Investment Instruments | 29 |
| 4. Investment Policy | 11 | Appendix 3 – Approved Borrowing Instruments | 30 |
| 4.1. Investment mix..... | 11 | Appendix 4 – Approved Interest Rate Risk Management Instruments | 31 |
| 4.2. General policy..... | 11 | Appendix 5 – Standard settlement instruction letter | 34 |
| 4.3. Loan advances | 11 | Appendix 6 Authorised investment criteria for financial market investment activities | 36 |
| 4.4. Equity investments..... | 12 | | |
| 4.5. Property investments | 15 | | |
| 4.6. Forestry | 16 | | |
| 4.7. Financial investments | 17 | | |
| 4.8. Interest rate risk management | 18 | | |
| 4.9. New Zealand Local Government Funding Agency Limited (LGFA)..... | 18 | | |
| 5. Foreign Exchange Policy | 19 | | |
| 6. Cash Management | 20 | | |
| 7. Counterparty Exposure Limits..... | 21 | | |

1. Introduction

Waimakariri District Council (Council) undertakes borrowing and investment activity (in total referred to in this document as treasury activity).

Council's treasury activities are carried out within the requirements of the Local Government Act 2002, its related amendments and other relevant local authority legislation. This treasury policy document provides the policy framework for all of Council's treasury activities and defines key responsibilities and operating parameters within which borrowing, and investment activity is to be carried out. The scope of this policy covers treasury activity at the Council level, and not at the total Group level. This treasury policy document can be amended at any time by Council resolution and will be reviewed at least every three years.

1.1. Borrowing

Council's borrowing activity is largely driven by its capital works programme, mainly related to its infrastructure assets. Council's borrowing policy is discussed in Section 3 of this document.

1.2. Investments

Council manages a portfolio of investments comprising, loan advances, equity investments, forestry, property and financial investments. Council's investment policy is discussed in Section 4 of this document.

1.3. Policy setting and management

Council approves policy parameters in relation to its borrowing and investment activities.

Council's Chief Executive has overall responsibility for the operations of Council. The General Manager Finance and Business Support has financial management responsibility over Council's borrowing and investments.

Council's borrowing, investment and cash management activities are managed centrally through its finance function.

The finance function is broadly charged with the following responsibilities:

- Provide appropriate finance, in terms of both maturity and interest rates and manages Council's borrowing programme to ensure funds are readily available at margins and costs favourable to Council
- Develop and maintain professional relationships with the financial markets in general plus the Local Government Funding Agency (LGFA) and Council's main relationship bank in particular
- Manage Council's investments within its strategic objectives and ensure that surplus cash is invested in liquid and creditworthy instruments
- Manage the impact of market risks such as interest rate risk and liquidity on Council's borrowing and investments
- Minimise adverse interest rate related increases on ratepayer charges and maintain overall interest costs and revenues within budgeted parameters
- Manage the overall cash and liquidity position of Council's operations
- Provide timely and accurate reporting of treasury activity and performance.

1.4. Philosophy

Council acknowledges that there are various financial risks such as interest rate risk, liquidity risk and credit risk arising from its borrowing and investment activities. Council is a risk adverse entity and does not wish to incur additional risk from its treasury activities.

Council's treasury function is a risk management function focused on protecting Council's budgeted interest costs and interest income and stabilising Council's cashflows. Council does not undertake any treasury activity that is unrelated to its underlying cashflows or is purely speculative in nature.

1.5. Questions

Any questions regarding this policy should be directed to the General Manager, Finance and Business Support in the first instance.

1.6. Review Date

7 May 2024.

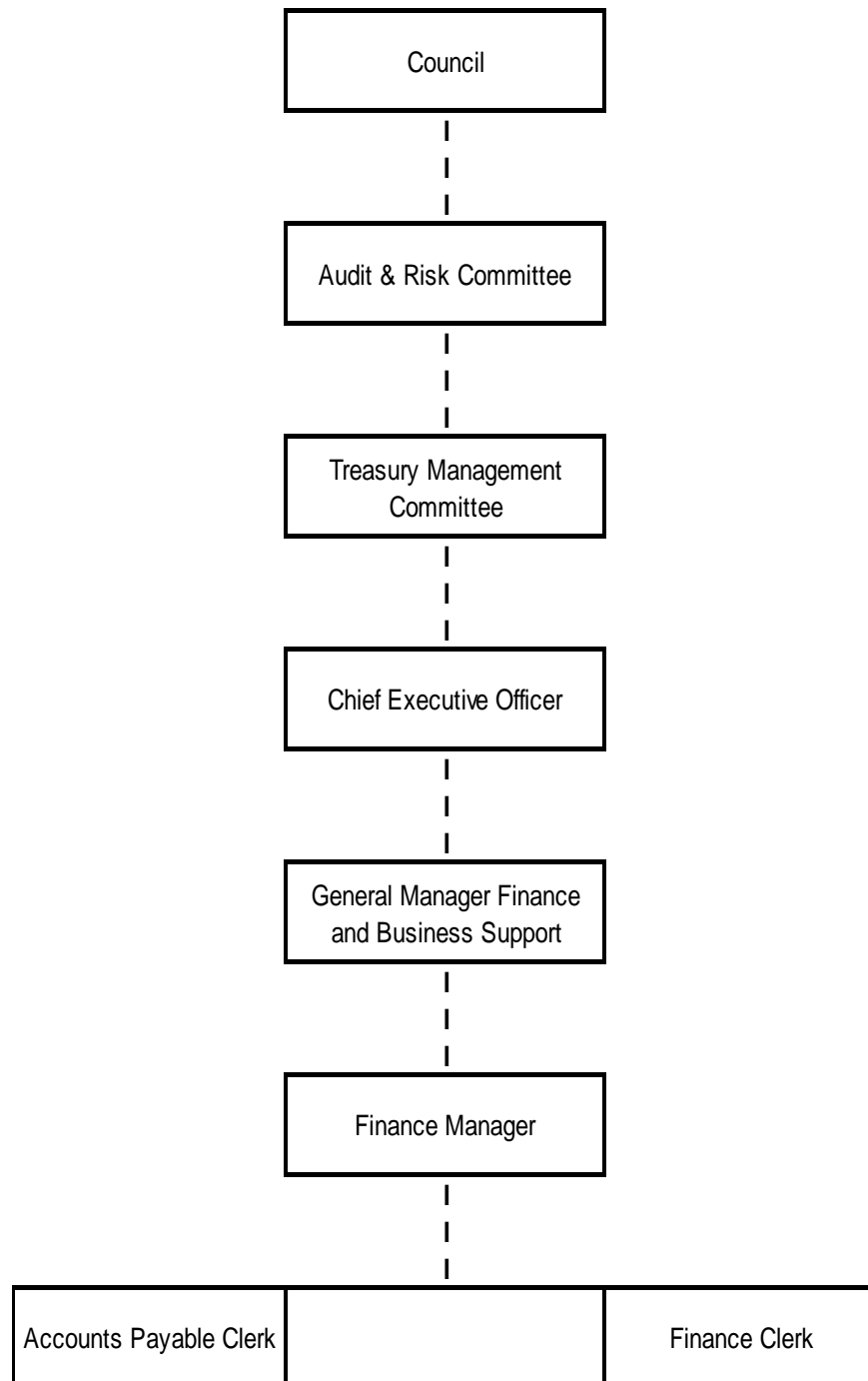
1.7. Approval

Adopted by Waimakariri District Council on 7 May 2024.

2. Structure

2.1. Treasury organisational structure

The organisation chart for treasury activity is as follows:



2.2. Treasury responsibilities

The key responsibilities of the above positions are as follows:

Council

- Council approves the Treasury Policy and all programmes to be funded by borrowing
- Approve overall borrowing limits on an annual basis through the annual plan process.

Audit & Risk Committee

- Recommends to Council Treasury Policy (incorporating borrowing and investment management policy) document
- Approves amendments to Council, various control limits, bank facilities, approved instruments and treasury policy
- Approves use of risk management instruments
- Reviews the borrowing, investment, cash and treasury risk management process through quarterly reporting
- Formally reviews the Treasury Policy document at least every three years.

Treasury Management Committee

- Responsibility for monitoring and reviewing the ongoing treasury risk management performance of the Council, ensuring compliance with treasury policy parameters and approving all risk strategies for execution by the delegated authority
- Recommending to the Audit & Risk Committee of any strategies outside the parameters outlined in the Treasury Policy
- The Treasury Management Committee comprises of:
 - Chief Executive
 - General Manager Finance and Business Support
 - Finance Manager
 - An Independent Treasury Advisor
- A quorum of two members is required for the Treasury Management Committee, with one of them being either the Chief Executive or the General Manager of Finance and Business Support.

Chief Executive

- Overall responsibility for all activities relating to implementation of approved treasury policy
- Approve risk management hedging strategies beyond General Manager Finance and Business Support's discretionary authority.

General Manager Finance and Business Support

- Review of Treasury Policy, borrowing, investment, cash and treasury risk management activities, through monthly reporting
- Recommend amendments to the Treasury Management Committee Treasury policy and procedures for Audit & Risk Committee approval
- Responsible for keeping Chief Executive informed of significant treasury activity and market trends
- Report treasury activities to Audit & Risk Committee
- Review and approve recommended risk management hedging strategies
- Determine most appropriate source of borrowing
- Manage Council's relationship with its bankers, the capital markets and the LGFA
- Liaise with brokers/bankers for issue of debt; co-ordinate tenders if handled in-house

- Negotiate borrowing facilities with bankers, appoint brokers/bankers
- Approve bids and pricing for stock issue, bank borrowing
- Review and approve monthly deal summary
- Back up dealer for treasury activity in Finance Manager's absence
- Responsibility to approve any deal ticket discrepancies
- Approve general ledger journals.

Finance Manager

- Recommend to General Manager Finance and Business Support and the Treasury Management Committee appropriate borrowing, investment and treasury risk management strategies
- Jointly manage Council's relationship with its bankers and brokers
- Execute daily investment, borrowing, cash management and treasury risk management activities
- Complete documentation for borrowing with LGFA
- Produce reports and work papers on investment, borrowing, cash and treasury risk management activity
- Review and approve monthly bank reconciliations.

Accounts Payable Clerk

- Arrange payment and receipt of approved treasury transactions.

Finance Clerk

- Complete bank reconciliation
- Check and reconcile direct debits/credits
- Complete general journal entries.

3. Liability Management Policy

3.1. General policy

Council exercises its flexible and diversified borrowing powers within the Local Government Act 2002. Council approves the borrowing programme by resolution during the Annual Plan and Long-Term Plan process. A resolution of Council is not required for hire purchase, credit or deferred purchase of goods if:

- the period of indebtedness is less than 91 days; or
- the goods or services are obtained in the ordinary course of operations on normal terms for amounts not exceeding in aggregate, an amount determined by resolution of Council.

Council raises borrowing for the following primary purposes:

- General debt to fund Council's balance sheet and from time-to-time liquidity requirements
- To fund assets with intergenerational qualities.

Council borrows through a variety of market mechanisms which primarily comprise the issue of stock (bonds) and direct bank borrowing.

Before raising external borrowing, the General Manager Finance and Support Services firstly reviews Council's ability to make loans internally from existing general funds and separate reserves.

In evaluating any new or renewal external borrowings (in relation to source, term, size and pricing) the General Manager Finance and Support Services takes into account the following:

- The size and the economic life of the project
- The impact of the new debt on the borrowing limits
- Relevant margins and total cost under each borrowing source
- Council's overall debt maturity profile, to ensure concentration of debt is avoided at reissue/rollover time
- Prevailing interest rates relative to term for both stock issuance and bank borrowing and management's view of future interest rate movements
- Available term from bank and stock issuance
- Legal documentation and financial covenants.

3.2. New Zealand Local Government Funding Agency Limited (LGFA)

Despite anything earlier in this Liability Management Policy, the Council may borrow from the LGFA and, in connection with that borrowing, may enter into the following related transactions to the extent it considers necessary or desirable:

- Contribute a portion of its borrowing back to the LGFA as an equity contribution to the LGFA
- Provide guarantees of the indebtedness of other local authorities to the LGFA and of the indebtedness of the LGFA itself
- Commit to contributing additional equity (or subordinated debt) to the LGFA if required
- Subscribe for shares and uncalled capital in the LGFA; and
- Secure its borrowing from the LGFA and the performance of other obligations to the LGFA or its creditors with a charge over the Council's rates and rates revenue.

3.3. Borrowing limits

In managing borrowing, Council adheres to the following limits:

- Gross interest shall not exceed 25% of rates revenue
- Net debt as a percentage of operating revenue shall not exceed 250%
- Gross interest paid on term debt will not exceed 15% of gross operating revenue.¹
- Net cash inflow from operating activities exceeds gross annual interest expense by two times²
- Net debt as a percentage of total assets will not exceed 15%
- Liquidity ratio of greater than 110%.³

¹ Operating revenue includes rates, interest, subsidies, fees and charges, petroleum tax, dividends.

² Net cash inflow from operating activities before total interest expense and taxation divided by total interest expense.

³ Liquidity Ratio: defined as current assets excluding prepayments divided by current liabilities excluding external borrowings and development/financial contributions received in advance.

3.4. Liquidity and funding risk management

Council's ability to readily attract cost effective borrowing is largely driven by its ability to maintain a strong balance sheet as well as its ability to rate, manage its image in the market, its relationship with its banker and membership of the LGFA.

To ensure funds are available on repayment of debt, specific reserve funds for the repayment of debt are maintained in liquid assets and available bank facilities.

To minimise the risk of large concentrations of debt maturing or being reissued in periods where credit margins are high for reasons within or beyond Council's control, Council ensures debt is spread over a band of maturities and ensures that:

- Where practicable, no more than 33% of total borrowing is subject to refinancing in any financial year. Total borrowing includes any forecast borrowing.
- In accordance with LGFA provisions WDC shall maintain access to liquidity sources of at least 110% of anticipated peak borrowing requirements over the ensuing 12 month period.

The Council is able to borrow through a variety of market sources and mechanisms including:

- Commercial Paper
- Local Authority Bonds
- Medium Term Notes
- Floating Rate Notes
- From the Local Government Funding Agency (LGFA)
- From New Zealand Registered Banks
- Funding from internal sources.

Internal borrowing

The finance function is responsible for administering Council's internal loan portfolio. Loans are set up within the portfolio based on planned loan funded capital or asset expenditure as approved by Council resolution as part of the Annual Plan and Long-Term Plan process.

The primary objective in funding debt internally is to use specific reserves effectively by establishing an internal loan portfolio that provides funding to internal activity centres. This creates operational efficiencies as savings are created by eliminating the 'bankers margin' that would be owing through Council simultaneously investing and borrowing with the bank. The -Term Fund and other general funds are used for internal borrowing purposes.

The Long-Term Fund consists of proceeds from the sale of the Lyttleton Port investment, proceeds from the Pines Kairaki Freeholding, proceeds from the sale of Ashburton Farms and Southbrook properties and the balance of the proceeds from the sale of Kaiapoi Electricity.

The following operational parameters apply to the management of Council's internal loan portfolio:

- A notional internal loan is set up for all new capital or asset expenditure (excl. renewals) and allocated in the internal loan portfolio to the activity centre incurring the expenditure
- The term of the loan is limited to a maximum of 25 years and re-priced annually but the term of the loan is no greater than the original purpose of the reserve
- Instalment amounts are agreed on establishment of the loan and determined on a table mortgage basis
- Principal amounts are repaid in instalments monthly
- Interest is charged monthly by finance to each activity centre at an agreed interest rate that is fixed for a 12 month period and reviewed annually
- The interest rate charged is on loan balances is equivalent to the average external cost of raising debt
- Interest charged on credit balances is equivalent to the average interest rate received on external investments interest received
- Interest received from proceeds of the Long-Term Fund are allocated into the general account and offset against the general rate requirement
- Interest received on other internal funds, is allocated back to that source fund generating the internal funding.

Finance uses the internal loan portfolio as an input into determining Council's external debt requirements. Where possible, the Council's cash reserves are used to reduce external debt effectively reducing Council's net interest cost.

All internal borrowing activities are consistent with the principals and parameters outlined throughout Section 3.

3.5. Interest rate risk management

Treasury Management Committee approves the interest rate risk management strategy. The Committee will seek appropriate advice, monitors interest rate markets on a quarterly basis regular and evaluates the outlook for short term rates in comparison to the rates payable on Council's fixed rate borrowing.

Council's borrowing gives rise to a direct exposure to interest rate movements. Generally, given the long-term nature of Council's assets, intergenerational factors and Council's preference to avoid an adverse impact on rates, there is a general tendency to have a high percentage of long-term fixed rate or hedged borrowing.

For the purposes of interest rate hedging, core debt projections should be supported by budgetary analysis contained in the Annual Plan and the Long-Term Plan. Core debt is defined as the level of current and projected future debt as determined by the General Manager Finance and Business Support in conjunction with the Chief Executive.

To provide flexibility in the Council's hedging arrangements interest rates should be fixed as follows:

- Minimum 50% to a Maximum 100% for years 0 – up to 3 years
- Minimum 30% to a Maximum 80% for years 3 – up to 6 years
- Minimum 0% to a Maximum 50% for years 6 – up to 10 years.

Fixed rate hedging in excess of 10 years is permissible provided that it is carried out in conjunction with, or aligns with, an underlying debt instrument.

Management implements interest rate risk management strategy through the use of the following financial market instruments:

- Forward rate agreements
- Interest rate swaps
- Swaptions
- Fixed Rate Bonds
- Interest rate collar type option strategies in a ratio not exceeding 1:1
- Selling interest rate options for the primary purpose of generating premium income is not permitted because of its speculative nature.
- Fixed rate Term Loans.

The use of interest rate risk management instruments requires Audit & Risk Committee approval. A current list of approved interest rate risk management instruments with appropriate definitions is included in Appendix 1. Additions to and deletions from this list are recommended by the Treasury Management Committee and approved by the Audit & Risk Committee.

3.6. Security

Council generally does not offer assets other than a charge over rates or rate revenue as security for general borrowing programmes.

3.7. Repayment

Council repays borrowings from existing specific sinking fund, specific reserves, available bank facilities or from general funds.

3.8. Contingent liabilities

Council from time to time provides financial guarantees to organisations for recreational and community purposes generally located on Council land. All guarantees are approved by the Council and have a charge secured over the buildings or the constitution of the organisation will vest the improvements in Council on winding up.

Financial statements are received annually. Should the guarantee be called upon, Council will take immediate steps to recover the money.

4. Investment Policy

4.1. Investment mix

Council maintains investments in the following financial assets:

- Loan advances (covered in Section 4.3)
- Equity investments (covered in Section 4.4)
- Property investments (covered in Section 4.5)
- Forestry investments (covered in Section 4.6)
- Financial investments (covered in Section 4.7).

4.2. General policy

Council's philosophy in the management of investments is to optimise returns in the long term while balancing risk and return considerations. Council recognises that as a responsible public authority any investments that it does hold should be low risk, giving preference to conservative investment policies and avoiding speculative investments. It also recognises that lower risk generally means lower returns. Any new investments are approved by the appropriate delegated authority.

Council does not hold financial investments other than those involving general and specific reserves and cash management balances. In its financial investment activity, Council's primary objective when investing is the protection of the investment capital value and to minimise the risk of loss. Accordingly, only creditworthy counterparties are acceptable. Council's policy on managing credit risk is contained in Section 4.7.

Within the credit constraints contained in Section 4.7, Council also seeks to:

- Optimise investment returns
- Ensure investments are liquid and sufficiently flexible
- Diversify the mix of financial investments
- Manage potential capital losses due to interest rate movements if investments need to be liquidated before maturity.

4.3. Loan advances

Nature of investment/rationale for holding

External loan advances include loans to recreational and community organisations which further the Council's community objectives. Where possible all external loan advances are secured by a charge over an organisation's land and/or buildings.

Internal loan advances are made from general funds for separate rating accounts or other capital expenditure projects and subject to applying the following criteria tests:

- Loans are to recreational and community organisation endeavouring to further Council's community objectives
- The activity provides benefits to the District
- The security provided by the organisation will be sustained over the loan term
- The organisation must be able to demonstrate that it can service the loan repayment terms
- The organisation is financially stable and its future prospects, including structure and controls are sound.

All loan advances are approved by Council resolution.

Disposition of revenue

All loan advances are charged at market interest rates and interest received is credited to general funds or where the original source of funds. The market rate is determined by the General Manager Finance and Business Support with reference to the average market rates for borrowing and investing at the time of the borrowing. Any alternative rates are approved by the Audit & Risk Committee.

Risk management

The total of all external loan advances as outlined in this section are not to exceed 10% of total cash balances and investments as at 30 June in any year.

Management reporting and procedures

The Audit & Risk Committee monitors performance of these investments on a regular basis to ensure that interest and principal repayments are being made in accordance with the loan agreement.

Specific policy

Council's policy is that it does not intend to dispose of these investments before maturity unless the entity is able to repay earlier or the organisation circumstances change that increases Council's risk profile from when the loan was advanced.

4.4. Equity investments

Council has equity investments in Civic Assurance Limited (previously known as NZ Local Government Insurance Corporation), Transwaste Canterbury Limited and LGFA.

It also has two trusts which it appoints 50% of the trustees and therefore constitute Council Controlled Organisations. These are Te Kōhaka O Tūhaitara Trust, Enterprise North Canterbury. Other Council Organisations include Waimakariri District Libraries Trust, Waimakariri Public Arts Trust and the Waimakariri Arts Collection Trust.

Civic Assurance Limited

(previously known as NZ Local Government Insurance Corporation Limited)

Nature of investment/rationale for holding

The shares in Civic Assurance and were acquired by virtue of Council being a local authority. The Council holds 38,086 shares. The purpose of the company in which most local authorities are shareholders is to ensure that adequate insurance arrangements are available to local authorities at the lowest possible cost. The shares are not readily transferable.

Disposition of revenue

Revenue earned from the shares is minimal. Any sale requires Council approval. Any disposition will be realised in a managed form and proceeds are taken to general funds.

Risk management

The investment will be managed by reviewing annually the performance, and the consideration of an approval of the Statement of Corporate Intent.

Management reporting and procedures

Annual Reports are received and reviewed by Council. Election of Directors takes place at the AGM held at the Local Government New Zealand annual conference. The Council votes by proxy.

Specific policy

Council will continue to hold its shares in Civic Assurance whilst it continues to do business with this company.

Transwaste (Canterbury) Limited

Nature of investment/rationale for holding

TCL is a company owned jointly by six local authorities and Canterbury Waste Services Limited, to develop and operate a regional landfill site. The Council hold 78 shares or 3.9% of the shares to be issued by TCL. The shares are not readily transferable.

Disposition of revenue

Revenue earned from the shares is currently not quantified. Any sale requires Council approval. Any disposition will be realised in a managed form and proceeds are taken to general funds.

Risk management

The investment will be managed by reviewing annually the performance, and the consideration of an approval of the Statement of Intent.

Management reporting and procedures

Annual Reports are received and reviewed by Council. Election of Directors takes place at the AGM.

Specific policy

Council will continue to hold its shares in TCL whilst the Council/District requires a regional landfill site.

NZ Local Government Funding Agency Limited

Nature of investment/rationale for holding

LGFA was established to raise debt on behalf of local authorities on terms that are more favourable to them than if they raised the debt directly.

Disposition of revenue

Revenue earned from the shares is currently not quantified. Any sale requires Council approval. Any disposition will be realised in a managed form and proceeds are taken to general funds.

Risk management

The investment will be managed by reviewing performance annually and the consideration of an approval of the Statement of Intent, assisted by the shareholders' council.

Management reporting and procedures

Annual Reports are received and election of Directors takes place at the AGM.

Specific policy

Council will continue to hold its shares in LGFA whilst the Council continues to require to borrow funds.

Te Kōhaka O Tūhaitara Trust

Nature of investment/rationale for holding

The Council appoints 50% of the trustees of the Trust, with the balance appointed by Te Runanga O Ngai Tahu. The Council vested land in the Trust for it to administer. The Trust's objective is to hold and administer reserves in the coastal area of the District, in accordance with a Management Plan.

Disposition of revenue

There are no anticipated revenue streams to the Council from the Trust.

Risk management

The Trust is required to submit a Statement of Intent to the Council annually for its consideration.

Management reporting and procedures

Annual Reports are received and reviewed by Council. Appointment of Trustees takes place in accordance with the Trust Deed. The Council appoints three Trustees to the Trust.

Specific policy

The Council will continue to appoint trustees to the Trust and support to the Trust in meeting its objectives.

Enterprise North Canterbury

Nature of investment/rationale for holding

The Council appoints 50% of the trustees of the Trust, with the balance appointed by the Hurunui District Council. The Trust's objectives include cultivating economic initiatives and foster growth in North Canterbury, and fostering and assisting in the management of best practices and effective use of resources in North Canterbury.

Disposition of revenue

There are no anticipated revenue streams to the Council from the Trust.

Risk management

The Trust is required to submit a Statement of Intent to the Council annually for its consideration.

Management reporting and procedures

Annual Reports are received and reviewed by Council. Appointment of Trustees takes place in accordance with the Trust Deed.

Specific policy

The Council will continue to appoint trustees to the Trust and support to the Trust in meeting its objectives.

Waimakariri Libraries Trust

Nature of investment/rationale for holding

The Council appointed 50% of the initial trustees of the Trust. Subsequent trustees are made by the trustees. The Trust's objectives are to assist the District Librarian in the purchase of additional books and materials for library users.

Disposition of revenue

Any revenue streams from the Trust are applied to purchasing books and material for the libraries.

Risk management

The Trust is required to submit a Statement of Intent to the Council annually for its consideration.

Management reporting and procedures

Annual Reports are received and reviewed by Council. Appointment of Trustees takes place in accordance with the Trust Deed.

Specific policy

The Council will continue to appoint trustees to the Trust and support to the Trust in meeting its objectives.

Waimakariri Arts Collection Trust

Nature of investment/rationale for holding

The Waimakariri Arts Collection Trust was formed to establish and maintain a collection of artwork of merit that has an association with North Canterbury. The Council's ownership is 33%. The Council appoints one third of the Trustees of the Trust. Subsequent trustees are made by the trustees.

Disposition of revenue

Any revenue streams from the Trust are applied to art collections and materials for the Trust.

Risk management

The investment will be managed by reviewing annually the performance.

Management reporting and procedures

Annual Reports are received and reviewed by Council. Appointment of Trustees takes place in accordance with the Trust Deed.

Specific policy

The Council will continue to appoint trustees to the Trust and support to the Trust in meeting its objectives.

Waimakariri Public Arts Trust

Nature of investment/rationale for holding

The Waimakariri Public Arts Trust was formed to develop public art projects in the Waimakariri District that are of enduring quality, are accessible to the public and stimulate public interest. The Council owns 100% and appoints all Trustees to the Trust.

Disposition of revenue

Any revenue streams from the Trust are applied to art collections and materials for the Trust.

Risk management

The investment will be managed by reviewing annually the performance.

Management reporting and procedures

Annual Reports are received and reviewed by Council. Appointment of Trustees takes place in accordance with the Trust Deed.

Specific policy

The Council will continue to appoint trustees to the Trust and support to the Trust in meeting its objectives.

4.5. Property investments

Nature of investment/rationale for holding

Council's primary objective is to only own property (including land and buildings) that is necessary to achieve its strategic objectives as stated within the Long-Term Plan. This definition excludes infrastructural service e.g. reserves and drainage. Council will generally acquire new property if it achieves Council's strategy objectives. Council's

Property assets include a number of properties termed as “Commercial”, including the Oxford Medical Centre, rental accommodation often attached to reserve land, and commercial land in Kaiapoi. The Council also retains Housing for the Elderly accommodation and leases camping grounds at Pines/Kairaki, Oxford (Ashley/Rakahuri), Woodend and Waikuku.

Disposition of revenue

Council seeks to achieve an acceptable commercial rate of return. All income, including rentals and ground rent from property investments is included in general funds or in relation to Reserves to be applied to Reserves under the Reserves Act 1977.

Sale of this property requires Council approval. Proceeds from the disposition of property investments are used firstly in the retirement of related debt and then for capital development purposes.

Risk management

The Council’s investment in properties other than reserves and those required for own occupation and infrastructural services will not exceed 50% of total fixed assets.

Management reporting and procedures

The Audit & Risk Committee reviews the performance of its property investments and ensures that the benefits of continued ownership are consistent with its stated objectives.

Specific policy

Council’s policy is to dispose of any property that does not achieve a commercial return having regard to any restrictions on title or other requirements or needs to achieve Council objectives.

4.6. Forestry

Nature of investment/rationale for holding

The Council holds 524 hectares of commercial grade Forestry, mostly sited on reserve and domain lands. Approximately 210 hectares of production forest is located on land transferred to the Te Kohaka O Tuhaitara. The Forest and the improvements remained in Council ownership. The balance (300 hectares) is “plains” forest; a combination of single reserves, plantation reserves and recreational reserves (e.g. Oxford racecourse). Forestry assets are held as long-term investments on the basis of current establishment and tending costs, factored by age, at a compounding interest rate. Council’s accounting policy is to revalue its production forests annually. Protection forests will be valued at a nominal value recognising that they have no commercial value.

Disposition of revenue

Any disposition requires Council approval. Upon harvest, disposition proceeds will firstly repay related borrowings then fund any establishment costs, with the remainder allocated at Councils discretion.

Risk management

Forestry is operated incidental to the Council’s core functions. Insurance cover is provided for fire and up to 50% for wind damage, and third party liability.

Management reporting and procedures

Council manages the forests and financial performance is monitored annually by the Audit & Risk Committee.

Specific policy

Council's policy is to harvest the production forestry plantation at maturity.

4.7. Financial investments

Council has the following financial investments, namely:

- The Long Term Fund
- Other financial investments
- Financial Institutions.

Long Term Fund

Proceeds held in the Long Term Fund, are invested in long-term investments, managed funds or internally lent to activity centres. Council seeks to maintain the principal value of these funds. Interest from the fund is allocated to the general account. Council allocates funds to those investments that emphasise capital security, maximise revenue and provide regular cash payouts.

Council has set aside a fund for disaster recovery and maintains the fund in investments with a maturity of less than one year. These funds are not permitted to be used for internal borrowing.

Other financial investments

Council maintains financial investments for the following primary reasons:

- Invest proceeds from the sale of assets
- Invest amounts allocated to general and specific reserves e.g. disaster reserve
- Invest funds allocated for approved future expenditure
- Invest surplus cash and working capital funds.

Interest income earned on financial investments relating to separate accounts is allocated to those accounts. Interest income on other balances is taken to general funds and allocated to all accounts other than interest on sinking funds which is taken to the sinking fund account. The Audit & Risk Committee reviews financial investment performance through standard monthly reporting.

Investment objectives

Council's primary objective when investing is the protection of its investment. Accordingly, only creditworthy counterparties are acceptable. Creditworthy counterparties are selected on the basis of their current Standard and Poors (S&P) rating which must be strong or better as outlined in Section 7.

The General Manager Finance and Business Support approves an investment strategy, as recommended by the Finance Manager, who after seeking appropriate advice, incorporates plans for approved expenditure and strategic initiatives and evaluates the outlook for interest rates and the shape of the yield curve.

- The following principles capture the above objectives and form the key assumptions of the operating parameters: Credit risk is minimised by placing maximum limits for each broad class of non- Government issuer, and by limiting investments to local authorities, registered banks, strongly rated SOE's, and corporates within prescribed issuer and portfolio limits
- Liquidity risk is minimised by ensuring that all investments must be capable of being liquidated in a readily available secondary market.

- Council invests in approved instruments which include:
 - Government investments ¹
 - Registered bank investments ²
 - Local authority investments ³
 - SOE and corporate investments ⁴.

Definitions for approved financial investment instruments are included in Appendix 2.

¹ *Authorised instruments include: treasury bills and government stock.*

² *Authorised instruments include: money market call deposits, money market term deposits, negotiable certificates of deposit, registered certificates of deposit, bank bills.*

³ *Authorised instruments include: local authority stock, bonds and promissory notes, local authority debentures.*

⁴ *Authorised instruments include: commercial paper, promissory notes and corporate bonds.*

4.8. Interest rate risk management

Council's investments give rise to a direct exposure to a change in interest rates, impacting the return and capital value of its investments.

The General Manager Finance and Support Services approves interest rate risk management strategy as recommended by the Finance Manager, who seeks appropriate advice and monitors the interest rate markets on a semi-annual basis, evaluating the interest rate outlook and determining the interest rate profile to adopt for investments.

The Finance Manager implements the interest rate risk management strategy by using risk management instruments to protect investment returns and to change interest rate and maturity profiles. The use of interest rate risk management instruments requires Audit & Risk Committee approval. A current list of approved interest rate risk management instruments with appropriate definitions is included in Appendix 4. Additions to and deletions from this list are recommended by the Manager Finance and Support Services and approved by the Audit & Risk Committee.

4.9. New Zealand Local Government Funding Agency Limited (LGFA)

Despite anything earlier in this Investment Policy, the Council may invest in shares and other financial instruments of the New Zealand Local Government Funding Agency Limited and may borrow to fund that investment. The Council's objective in making any such investment will be to:

- Obtain a return on the investment; and
- Ensure that the LGFA has sufficient capital to become and remain viable, meaning that it continues as a source of debt funding for the Council.

Because of this dual objective, the Council may invest in LGFA shares in circumstances in which the return on that investment is potentially lower than the return it could achieve with alternative investments.

If required in connection with the investment, the Council may also subscribe for uncalled capital in the LGFA.

5. Foreign Exchange Policy

Council has foreign exchange exposure through the occasional purchase of foreign exchange denominated goods and services, and offshore investments.

Generally, all significant goods and service commitments for foreign exchange are hedged using foreign exchange contracts, once expenditure is approved. Smaller payments are converted at the spot exchange rate on the date of payment. Both spot and forward foreign exchange contracts are used by Council.

Council does not borrow or enter into incidental arrangements within or outside New Zealand in currency other than NZ currency.

6. Cash Management

From time to time, Council has daily cashflow surpluses and borrowing requirements due to the mismatch of daily receipts and payments. Council receives rates revenue 3 monthly in the months of August, November, February and May. All cash inflows and expenses pass through the main bank account controlled by the finance function.

Daily transaction logs and bank statement reconciliation is compiled from the ANZ Direct system by the Finance Clerk. Generally any cash to be invested for longer than 3 months is covered by Section 4 of this policy.

Cash management activities must be undertaken within the following parameters:

- Cash management instruments are limited to:
 - Call deposits with registered banks
 - Registered certificates of deposit and promissory notes with a maturity of up to 3 months
 - Term deposits with registered banks (of up to 3 months). Not recommended if early break penalties are enforced.
- Cash may only be invested with approved counterparties as detailed in Section 7
- If practical, a targeted minimum of \$500,000 is invested at call.

Interest rate risk management on cash management balances is not permitted.

7. Counterparty Exposure Limits

Council ensures that all investment, interest rate risk management as well as any foreign exchange activity is undertaken with institutions that are of a high quality credit to ensure amounts owing to Council are paid fully and on the due date. This section of the policy does not include the LGFA.

More specifically, Council minimises its credit exposure by:

- Transacting with entities that have a strong credit rating
- Limiting total exposure to prescribed amounts and portfolio limits
- Timely and rigorous compliance monitoring.

The following table summarises credit requirements and limits:

| Institution | Minimum S&P Short Term Credit Rating ¹ | Minimum S&P Long Term Credit Rating ² | Total exposure limit for each counterparty | Portfolio limit (% of total portfolio) |
|---|---|--|--|--|
| Government | N/A | N/A | Unlimited | 100% |
| Registered Bank | | | | |
| - On balance sheet exposures | A-1 | A | \$20m | 100% |
| - Off balance sheet exposures | A-1 | A | \$20m | |
| Strongly Rated Corporates, Local Authorities and SOEs (on balance sheet exposures only) | A-1 | A | \$2m | 40% |

¹ Short term refers to securities with a remaining maturity of 12 months or less.

² Long term refers to securities with a remaining maturity of more than 12 months.

If any counterparty's credit rating falls below the minimum specified in the above table, then immediate steps are taken to reduce the credit exposure to that counterparty to zero.

Exposures to each counterparty are computed as follows:

- On-balance sheet.

Total amounts invested with that counterparty.

- Off- balance sheet.

Credit exposure on interest rate contracts computed by multiplying the face value of outstanding transactions by an interest rate movement factor of 5%.

Credit exposure on foreign exchange contracts computed by multiplying the face value of outstanding transactions by an exchange rate movement factor of 10% for contracts up to one year maturity, and 20% for contracts greater than a year.

8. Performance Measurement

Measuring the effectiveness of Council's treasury activities is achieved through a mixture of subjective and objective measures. The predominant subjective measure is the overall quality of treasury management information. The Audit & Risk Committee has prime responsibility for determining this overall quality. Objective measures are as follows:

8.1. Borrowing:

- Adherence to policy and in particular the borrowing limits outlined in Section 3.2
- Unplanned overdraft costs
- Comparison of actual quarterly and year to date interest costs versus budget borrowing costs.

8.2. Equity investments:

- Adherence to policy
- Comparison of financial ratios to budgeted ratios as per the Long-Term Plan.

8.3. Property investments:

- Adherence to policy.

For commercial property investments:

- Comparison of actual gross and net income to budgeted gross and net income
- Comparison of actual rental yield to budgeted rental yield.

8.4. Forestry investments

- Adherence to policy
- Comparison of actual year to date returns to budgeted returns.

8.5. Financial investments:

- Adherence to policy
- Comparison of actual quarterly and year to date interest income vs budget interest income
- Comparison of actual quarterly and year to date accrued returns versus investing the entire treasury portfolio at the weekly average three month bank bill rate for short term investments. For investments of longer maturity compare year to date accrued returns to the weekly average three year Government stock rate or to a recognised fixed interest benchmark index. At budget round, the appropriate weighting of the benchmark portfolio is approved by the Audit & Risk Committee. For the purposes of this section, longer maturity refers to the Long Term Fund referred to in Section 4.7.1.

9. Reporting and Meetings

9.1. Reports

The following reports are produced:

| Report name | Frequency | Prepared by | Recipient |
|---|--|--|--|
| Bank Reconciliation | Daily | Finance Clerk | Finance Manager |
| Limits Report (included within Treasury Report) | Quarterly, reported daily on an exceptions basis | Finance Manager | General Manager Finance and Business Support |
| Summary Report | Quarterly | Finance Manager | General Manager Finance and Business Support Audit & Risk Committee |
| Bank Reconciliation | Monthly | Finance Clerk | Finance Manager General Manager Finance and Business Support |
| Council Summary Operating Statement | Quarterly | Finance Manager | General Manager Finance and Business Support Audit Committee |
| Strategy Papers Borrowing Investment Interest Rate | Quarterly | Treasury Management Committee Finance Manager | CEO Audit & Risk Committee |
| Quarterly Cashflow Report | Quarterly | Finance Manager | General Manager Finance and Business Support Audit & Risk Committee |
| Council Summary Statement of Public Debt | Annually | Finance Manager | Council |

9.2. Meetings

The Audit & Risk Committee meets on a quarterly basis to review and approve the Treasury Report and discuss the previous quarter's treasury activity. The Committee comprises of elected Council members.

9.3. Treasury Management Committee

The Treasury Management Committee meets on a quarterly basis prior to the Audit & Risk Committee meeting and is a group consisting of the Chief Executive, General Manager Finance and Business Support, Finance Manager and an Independent Treasury Advisor.

10. Delegated Authorities and Key Internal Controls

10.1. Delegated authorities

| Activity | Responsibility |
|---|--|
| Alter policy document | Audit & Risk Committee recommends to Council |
| Authorise bank facilities | Audit & Risk Committee |
| Open/close bank accounts | Cheque signatories |
| Cheque and ANZ Direct signatories | As approved by Audit & Risk Committee |
| Approve annual borrowing programme | Council |
| Approve borrowing strategy | TMC (as approved by Audit & Risk Committee) |
| Approve investment strategy | TMC (as approved by Audit & Risk Committee) |
| Approve risk management strategy | TMC (as approved by Audit & Risk Committee) |
| Approve use of risk management instruments | Audit & Risk Committee |
| Approve new investments | Council |
| Arrange new loans | General Manager Finance and Business Support |
| Manage financial investments | General Manager Finance and Business Support |
| Transfers of stock/register new debt issues | Seal register signatories |

10.2. Key internal controls

Council's system of internal controls over treasury activity include:

- Adequate segregation of duties among the core treasury functions of deal execution, confirmation, settling and accounting/reporting. There are a small number of people involved in treasury activity and accordingly strict segregation of duties is not always achievable. The risk from this is minimised by the following processes:
- A documented approval process for treasury activity
- Regular management reporting
- Organisational, systems, procedural and reconciliation controls to ensure:
 - All treasury activity is bona fide and properly authorised
 - Checks are in place to ensure Council's accounts and records are updated promptly, accurately and completely.

More specifically, key internal controls are as follows:

10.3. General

Organisational controls

The General Manager Finance and Business Support has responsibility for establishing appropriate structures, procedures and controls to support treasury activity. Detailed procedures supporting the key controls contained in this document are contained in Council's Treasury Procedures Manual

All borrowing, investment, cash management and treasury risk management activity is undertaken in accordance with approved delegations authorised by Council.

Electronic banking signatories

Signatories approved by Audit & Risk Committee

Dual signatories are required for electronic banking and access to the electronic banking system is limited and password protected. The banking system requires multi factor authentication.

Authorised personnel

All counterparties are provided with a list of personnel approved to undertake transactions, standard settlement instructions and details of personnel able to receive confirmations.

Recording of deals

Documents are saved into the Council's document system for borrowing, investments, interest rate risk management and cash management transactions promptly following completion of the transaction.

Confirmations

Any discrepancies arising during deal confirmation checks which require amendment to the Council records are signed off by the General Manager Finance and Business Support.

Reconciliations

Any discrepancies arising during bank statement reconciliation are dealt with by the Finance Clerk and signed off by the Finance Manager

Any discrepancies arising during deal confirmation checks are dealt with by the Finance Clerk and signed off by the General Manager Finance and Business Support.

The Finance Manager reviews monthly reconciliation of the treasury spreadsheet to the general ledger, carried out by the Finance Clerk

Interest income as per the treasury spreadsheet is reconciled by the Finance Clerk to the bank statements to ensure income is received.

10.4. Borrowing

In addition to the controls listed under Section 10.2, the following controls apply to borrowing:

Borrowing activity is undertaken within borrowing limits specified in Section 3 of this policy

All borrowing is undertaken with either the principal banker, by private placement or by using competitive bidding processes. Detailed procedures for issuing securities and bank borrowing are included in the Treasury Procedures Manual.

10.5. Investments

In addition to the controls listed in Section 10.2, the following controls apply to investments:

- Investment activity is undertaken within counterparty limits specified in Section 7 of this policy
- Normally financial investments are held to maturity date. Where investments are liquidated prior to maturity, approval is obtained from the General Manager Finance and Business Support
- All financial investments mature into Council's main current account
- NZ government stock, treasury bills, local authority stock and debentures are registered with the RBNZ. The Council receives notice of the stocks transferred into its name from the RBNZ. This notice is checked to Council's treasury spreadsheet by the Finance Clerk.

10.6. Incidental arrangements

In addition to the controls listed under Section 12.2, the following controls apply to incidental arrangements:

- The use of incidental arrangements is confined to managing the interest rate risk on Council's borrowing and are used within the confines of the parameters and instruments specified in Section 3 of this policy
- The use of incidental arrangements requires formal prior approval of Council
- Standard master agreements for incidental arrangements are completed by Council with its dealing banks.

APPENDICES

Appendix 1 - Policy cross-reference to Local Government Act 2002

Appendix 2 - Approved financial investment instruments

Appendix 3 - Approved borrowing instruments

Appendix 4 - Approved interest rate risk management instruments

Appendix 5 - Standard Settlement Instruction Letter

Appendix 6 - Authorised investment criteria for financial market investment activities

Appendix 1 - Policy Cross-reference to Local Government 2002

| Act section reference | Brief description of requirement | Borrowing and investment policy section reference |
|-----------------------|---|---|
| S101 (1) | Principles of financial management - prudent debt levels | Sections 1, 3 |
| 101 (3) | Local authorities not required to use specific funding mechanisms | Section 4.9 |
| 75 (h) | Short term borrowing, reserves | Sections 3.1, 3.3, 6 |
| 105 (b) | Mix of investments | Section 4.1 |
| 105 (c) | Acquisition of new investments | Sections 4.2, 10 |
| 103 (2) (d) | Revenue from its investments | Sections 4.3-4.7 |
| 103 (2) (f) | Proceeds of sale of assets | Sections 4.3-4.7 |
| 105 (d) | Outline of procedures for management and reporting of investments | Sections 4.3-4.7, 9 |
| 105 (e) | Management of risks associated with investments | Sections 4.2-4.8, 6, 7, 10 |
| 104 | Content of borrowing management policy | Section 3 |
| 104 (a) | Interest rate exposure policy | Sections 3.5, 4.8 |
| 104 (b) | Liquidity policy | Section 3.3 |
| 104 (c) | Credit exposure policy | Sections 3.3, 7 |
| 104 (d) | Debt repayment policy | Section 3.7 |
| 112 | General power to borrow | Section 3.1 |
| 114 | Power to enter into incidental arrangements | Sections 3.5, 4.8, 10.6 |
| 113 | Prohibition on borrowing in foreign currency | Section 5 |
| 75 (h) | Procedure for borrowing money | Section 3.1 |
| 115 | Security for loans | Section 3.6 |
| 299 | Provisions relating to sinking funds | Section 4.7 |
| 42 (2) (e) | Financial systems | Sections 9, 10 |

Appendix 2 – Approved Financial Investment Instruments

Investment instruments available in the market (excluding equities and property) can generally be discussed under four broad categories relating to the issuer of these instruments.

New Zealand Government

Treasury bills are registered securities issued by the Reserve Bank of New Zealand (RBNZ) on behalf of the Government. They are usually available for terms up to a year but generally preferred by investors for 90 day or 180 day terms. They are discounted instruments, and are readily negotiable in the secondary market.

Government stocks are registered securities issued by the RBNZ on behalf of the Government. They are available for terms ranging from one year to 12 year maturities. Government stock have fixed coupon payments payable by the RBNZ every six months. They are quoted on a semi-annual yield basis and are priced on a discounted cashflow basis. They are readily negotiable in the secondary market.

Local Authorities

Local Authority stocks are registered securities issued by a wide range of local government bodies. They are usually available for maturities ranging from one year to 10 years. A fixed coupon payment is made semi-annually to the holder of the security. They are negotiable and can usually be bought and sold in the secondary market.

Registered banks

Call and term deposits are funds accepted by the bank on an overnight basis (on call) or for a fixed term. Interest is usually calculated on a simple interest formula. Term deposits are for a fixed term and are expected to be held to maturity. Term deposits are not negotiable instruments. Termination prior to maturity date can often involve penalty costs

Registered certificates of deposit (RCD) are securities issued by banks for their funding needs or to meet investor demand. They are registered at the RBNZ or held on behalf of by the dealing bank. Details include the name of the investor, face value and maturity date. Ownership can be transferred by electronic transfer only. RCDs are priced on a yield basis and issued at a discount to face value or a grossed up basis. They are generally preferred over term deposits because investors can sell them prior to maturity without suffering penalty interest costs common to term deposits.

Corporates

Corporate bonds are generally issued by companies with good credit ratings. These bonds can be registered securities or bearer instruments. There are two types of bond, the medium term note (MTN) and the floating rate note (FRN). The MTN has a fixed coupon payment that is paid semi-annually to the holder of the security. They are priced on a semi-annual yield basis and are issued at a discount/premium to face value. The interest on the FRN is set on a floating rate basis usually off the 90 day bank bill bid rate. Corporate bonds are negotiable and can be bought and sold in the secondary market.

Commercial Paper (“CP”) is issued by borrowers who usually have a credit rating and standing in the market that is sufficient to enable the notes to be issued without endorsement or acceptance by a bank. CP are usually issued with maturities ranging from 30 days to 180 days. The common maturities are for 30, 60 and 90 days. The face value of the note is repaid in full to the bearer on maturity.

Appendix 3 – Approved Borrowing Instruments

Bank sourced borrowing

Committed bank facilities

Committed Cash Advance Facilities provided by New Zealand Registered Banks can be arranged for varying terms, typically for a local authority up to three years but sometimes for longer tenors. Drawings are normally for terms between one and three months and are based off Bank Bill Bid Rate.

Short term money market lines

Short-term money market loans or cash loans can be committed or uncommitted. A borrower pays for a guarantee of the availability of the funds in a committed loan in the form of a line fee. In an uncommitted loan, funds are provided on a best endeavours basis and no line/commitment fee is payable. In addition to a line fee, a margin may be charged on any line usage.

The minimum amount for a cash loan is \$1,000,000. Smaller loans can be arranged, although the interest rate quoted will be a reflection of the size of the loan.

The main use of cash loans is to cover day-to-day shortfalls in funds. The interest rate is governed by the term of the borrowing and the implied or implicit credit rating of the borrower. Cash loans are short term only and are normally drawn for a term of one (overnight) to seven days. Interest collection can be daily.

Capital Markets programmes

Commercial Paper (CP) programmes normally provide for issuance with tenors of between 30 and 180 days. The majority of CP issued in the New Zealand market are for terms of 30, 60, or 90 days.

Corporate bonds commonly in existence in the New Zealand market have essentially the same characteristics as government stock. These are a source of longer-term fixed or variable rate finance that can be sold either in bearer or registered form (normally registered). Bonds are normally issued with coupon interest paid in arrears on a six monthly basis for fixed rate instruments, and three monthly for floating rate instruments. Local authority bonds are issued by a variety of local governments by tender or private placement. The bonds are registered securities. They are repayable on a fixed date, and are generally issued for terms ranging from one to fifteen years.

Local authority bonds are priced on a semi-annual basis and issued at a discount to face value. A fixed coupon payment is made semi-annually to the holder of the security. The pricing formula is the same as government bonds.

The term bond is usually reserved for securities with terms longer than one year, to clearly distinguish between short term (CP) and long term (Bonds, MTNs and FRNs) debt instruments.

CP and Bonds usually constitute unconditional, unsecured and unsubordinated obligations of the issuer, except indebtedness given by preference by operation law.

Structured and project finance

Project and structured financing matches up debt to suit the quantifiable income stream from the project. This type of financing is appropriate for the funding of standalone assets which are able to be ring-fenced and over which security can be taken. The sort of assets to which this usually applies are assets which are transferable, and for which an international equity market exists e.g. infrastructural assets. The owner of the asset usually retains an equity interest in the asset.

Appendix 4 – Approved Interest Rate Risk Management Instruments

Borrowing and interest rate risk management instruments
Investment and interest rate risk management instruments
Definitions.

Borrowing and interest rate risk management instruments

The following borrowing and interest rate risk management instruments are available following approval by the Audit & Risk Committee.

Fixing through physical borrowing instruments e.g. fixed rate bonds including those sourced from the LGFA and bank term loan

Floating through physical borrowing instruments e.g. short-term Floating Rate Notes and bank borrowing

Forward rate agreements and bond forward rate agreements

Interest rate swaps

Swaptions

Purchase of interest rate options products including caps and bond options

Interest rate collar type option strategies.

The interest rate risk management instruments detailed below are not permitted for use:

Selling interest rate options for the primary purpose of generating premium income is not permitted because of its speculative nature

Structured or leveraged interest rate option strategies where there is any possibility of the Council's total interest expense increasing in a declining interest rate market or where the Council's total interest cost is increasing faster than the general market rate

Interest rate futures contracts, mainly for administrative ease.

Investment and interest rate risk management instruments

The following interest rate investment and interest rate risk management instruments are available following approval by the Audit & Risk Committee.

Fixing through physical investment instruments e.g. term deposits

Floating through physical investment instruments e.g. call deposits

Forward rate agreements

Commercial Paper

Fixed rate bonds

Medium term notes

Interest rate swaps

Purchase of interest rate options products including floors

Interest rate collar type option strategies

A matrix containing the authorised investment parameters is contained in Appendix 6.

The interest rate risk management instruments detailed below are not permitted for use:

Selling interest rate options for the primary purpose of generating premium income are not permitted because of its speculative nature

Structured or leveraged interest rate option strategies where there is any possibility of Council's total interest income decreasing in an increasing interest rate market or where Council's total interest income is decreasing faster than the general market rate

Interest rate futures contracts, mainly for administrative ease.

Definitions

BKBM

The bank bill mid-market settlement rate as determined at 10.45am each business day on Reuters page BKBM. This is the standard rate for the settlement of interest rate swaps, forward rate agreements and interest rate floors, caps and collars.

Bond options

Council when purchasing a bond option has the right but not the obligation to buy or sell a specified government stock maturity on an agreed date and time and at an agreed rate.

This product is used where either there is some uncertainty in the underlying debt exposure or the outlook for interest rates is favourable but the policy requires some form of protection.

Forward rate agreement

An agreement between Council and a counterparty (usually a bank) protecting Council against a future adverse interest rate movement for a specified period of time. Council and the counterparty agree to a notional future principal amount, the future interest rate, the benchmark dates and the benchmark rate (usually BKBM). This definition includes the bond forward rate agreement where the benchmark rate is the underlying government bond yield.

This product is particularly useful where the underlying debt exposure is certain and Council's dominant view is that yields will rise above current levels.

Interest rate collar strategy

The combined purchase (sale) of a floor or cap with the sale (purchase) of another floor or cap. This can be a zero premium cost strategy. See the interest rate option for further details.

This product can be used by both an investor and a borrower. From a borrower's perspective, this product is transacted to provide a limited amount of participation in a downward movement in interest rates to an agreed strike rate. If the interest rate continues to move downwards, Council cannot participate in any movement beyond the strike rate. If interest rates move in an unfavourable direction (upwards), then the predetermined strike rate provides certainty through a known worst case rate.

For an investor, the zero cost collar allows some participation in an increase in rates and provides a worst case rate if interest rates decline.

This product outperforms the forward rate agreement if rates fall but underperforms if rates rise. This product would be used by a borrower, for known exposures, where the interest rate is expected to decline moderately from current levels.

Interest rate options

The purchase of an interest rate option gives the holder (in return for the payment of a premium) the right but not the obligation to invest (described as a floor) or borrow (described as a cap) at a future date for a specified period. Council and the counterparty agree to a notional future principal amount, the future interest rate, the benchmark dates and the benchmark rate (usually BKBM). Interest rate option products include caps, floors, swaptions and bond options.

From a borrower's perspective, these products offer Council maximum flexibility, protecting Council from a rise in rates but allowing full participation in a fall in rates. When used by an investor, this product protects Council from a decline in rates and allows full participation in rising rates.

This product is used where either there is some uncertainty in the underlying debt exposure or the outlook for interest rates is favourable but the policy requires some form of protection.

Interest rate swap

An interest rate swap is an agreement between Council and a counterparty (usually a bank) whereby Council pays (or receives) a fixed interest rate and receives (or pays) a floating interest rate. The parties to the contract agree notional principal, start date of the contract, term of the contract, interest rate and the benchmark rate (usually BKBM).

This product is particularly useful where the underlying debt exposure is certain and Council's dominant view is that interest rates will rise above current levels. As an investor, the swap is used when the dominant view is that rates will fall from current levels.

Swaption

The purchase of a swaption gives Council the right but not the obligation to enter into an interest rate swap, at a future date, at a specific interest rate.

Appendix 5 – Standard settlement instruction letter

Standard settlement instruction letter

{date}

The Manager

Bank

PO Box XX

XXXXX

Dear Sir/Madam,

Management has recently undertaken a review of its treasury operations resulting in the adoption of a new treasury policy. Pursuant to the new policy I wish to advise the following details as standard for dealing with Council:

Council details

Phone: 0800 965 468

Street Address: 215 High Street, Rangiora

Postal Address: Private Bag 1005, Rangiora 7440

Authorised dealers

Paul Christensen - Finance Manager (primary contact)

Nicole Robinson - General Manager Finance and Business Support (secondary contact)

Confirmations

Confirmations for all transactions are to be addressed to:

Liz Innes - Accounts Officer

Authorised confirmation signatories

Jeff Millward - Chief Executive

Nicole Robinson – General Manager Finance and Business Support

Bank account

All New Zealand Dollars are to be credited to the following account:

Account name:

Bank:

Branch:

Address:

Account no:

This advice will be updated on an annual basis or as any changes necessitate.

Please acknowledge receipt of this advice by signing and returning the enclosed duplicate.

Yours sincerely

Jeff Millward
Chief Executive

Appendix 6 Authorised investment criteria for financial market investment activities

| Authorised asset classes | Overall portfolio limit as a percentage of the total portfolio | Approved financial market investment instruments (must be denominated in NZ dollars) | Credit rating criteria – Standard and Poor's (or Moody's or Fitch equivalents) | Limit for each issuer subject to overall portfolio limit for issuer class |
|--|--|--|--|---|
| New Zealand Government | 100% | Government Stock Treasury Bills | Not Applicable | Unlimited |
| Rated Local Authorities | 70% | Commercial Paper | Short term S&P rating of A1 or better | \$3.0m |
| | | Bonds /MTNs /FRNs | Long term S&P rating of BBB or better | \$1.0m |
| | | | Long term S&P rating of A- or better | \$2.0m |
| | | | Long term S&P rating of A+ or better | \$3.0m |
| Local Authorities where rates are used as security | 60% | Commercial Paper | Not applicable | \$2.0m |
| | | Bonds /MTNs /FRNs | | \$2.0m |
| New Zealand Registered Banks | 100% | Call /Deposits /Bank Bills/ Commercial Paper | Short term S&P rating of A1 or better | \$20.0m |
| | | Bonds/MTNs/FRNs | Long term S&P rating of BBB or better | \$1.0m |
| | | | Long term S&P rating of A- or better | \$2.0m |
| | | | Long term S&P rating of A+ or better | \$3.0m |
| | | | Long term S&P rating of AA – or better | \$4.0m |

| Authorised asset classes | Overall portfolio limit as a percentage of the total portfolio | Approved financial market investment instruments (must be denominated in NZ dollars) | Credit rating criteria – Standard and Poor's (or Moody's or Fitch equivalents) | Limit for each issuer subject to overall portfolio limit for issuer class |
|--------------------------|--|--|--|---|
| State Owned Enterprises | 70% | Commercial Paper | Short term S&P rating of A1 or better | \$3.0m |
| | | Bonds /MTNs /FRNs | Long term S&P rating of BBB or better | \$1.0m |
| | | | Long term S&P rating of A- or better | \$2.0m |
| | | | Long term S&P rating of A+ or better | \$3.0m |
| | | | Long term S&P rating of AA- or better | \$4.0m |
| Corporates | 60% | Commercial Paper | Short term S&P rating of A1 or better | \$3.0m |
| | | Bonds /MTNs /FRNs | Long term S&P rating of BBB or better | \$1.0m |
| | | | Long term S&P rating of A- or better | \$2.0m |
| | | | Long term S&P rating of A+ or better | \$3.0m |
| | | | Long term S&P rating of AA -or better | \$4.0m |
| Financials | 30% | Commercial Paper | Short term S&P rating of A1 or better | \$3.0m |
| | | Bonds /MTNs /FRNs | Long term S&P rating of BBB or better | \$1.0m |
| | | | Long term S&P rating of A- or better | \$2.0m |
| | | | Long term S&P rating of A+ or better | \$3.0m |
| | | | Long term S&P rating of AA- or better | \$4.0m |

The combined holdings of corporates and financials shall not exceed 70% of the portfolio.

The combined holdings of entities rated BBB and/or BBB+ shall not exceed 25% of the portfolio.

This appendix does not include the LGFA.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** Gov-01-11/240420062990**REPORT TO:** COUNCIL**DATE OF MEETING:** 7 May 2024**AUTHOR(S):** Sarah Nichols, Governance Manager**SUBJECT:** Local Government New Zealand (LGNZ) Annual Conference Attendance 2024**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
Department Manager
Chief Executive**1. SUMMARY**

- 1.1. This report is to seek Councillor(s) to accompany the Mayor to the Local Government New Zealand Conference (LGNZ) and LGNZ Excellence Awards being held in Wellington from 21 to 23 August 2024.

Attachments:

- i. LGNZ Conference and Awards Programme (Trim Ref 240420062995)
- ii. Elected Member Conference and Training Course Attendance Policy (Trim 230126009764).

2. RECOMMENDATION**THAT** the Council:

- (a) **Receives** report No. 240420062990.
- (b) **Approves** Councillor attending the Local Government New Zealand Conference from 21 to 23 August 2024 in Wellington, accompanying the Mayor and Chief Executive.
- (c) **Notes** a report from attendees will be provided to a future workshop to discuss information and opportunities learnt from the attendance.

3. BACKGROUND

- 3.1. Each year the LGNZ hosts a national conference, alternating between North and South Islands; this year it is being held in Wellington at the Takina Convention Centre.
- 3.2. The Council Policy (*attached*) is for one Councillor to attend with the Mayor and Chief Executive. The Deputy Mayor, if available, should be able to participate in at least one LGNZ Conference during the triennium cycle. Any nominated Councillor can only attend once in any given triennium cycle (unless the conference is held in Canterbury), to enable other members to attend.
- 3.3. In 2023 the Conference was held in Christchurch, therefore six Councillors attended as no accommodation or travel was required. The attendees for 2023 were Deputy Mayor Atkinson, Councillors Cairns, Fulton, Mealings, Redmond and Ward. The 2022 LGNZ Conference was held in Palmerston North in 2022 whereby the Deputy Mayor Atkinson attended with the Mayor. In July 2021 the conference was held in Blenheim with Councillors Williams and Redmond accompanying the Mayor and Chief Executive. Although the Council Policy states that only one Councillor is to accompany the Mayor and Chief Executive to the annual conference, the Council agreed that two Councillors could attend in 2021 as there were no accommodation costs which would contribute to an off-set of the conference registration fees.

- 3.4. The National Community Board conference is running adjacent to the primary LGNZ conference with the events/speakers of the first afternoon merging, before the two conference programmes separate for day two and three. The Community Boards will be individually considering a report for member attendance at their May meetings.

4. **ISSUES AND OPTIONS**

- 4.1. This year's conference's theme continues with SuperLocal which shines a light on localism, and how Councils can harness local power, skills and knowledge to tackle the unique challenges and opportunities in cities, districts and regions. Localism moves decisions and delivery closer to communities via Councils.
- 4.2. The conference usually attracts approximately 500 participants. Attendance enables knowledge sharing and networking opportunities as the programme is designed to be a platform to discuss a range of topical matters. The programme is *attached*. On return, the attending Mayor and Councillor(s) will submit a report/discussion notes to colleagues to share information gained during the Conference.
- 4.3. The conference commences at 3pm with an opening Government address on Wednesday 21 August 2024. However there is an option of five local tours occurring on the Wednesday morning ranging from Transmission Gully, Library/Civic Square, Weta Workshops, Zealandia and the Wellington Emergency Operations Centre. The primary conference commences on Thursday 22 August with the Minister for Local Government address and panel discussion. The conference concludes on Friday 23 August with the LGNZ SuperLocal Awards evening.
- 4.4. Additional functions involving the Mayor include attendance at the LGNZ Annual General Meeting on the morning of 21 August and the Mayors Taskforce for Jobs Annual General Meeting on the morning of 22 August.
- 4.5. There are no implications on community wellbeing by the issues and options that are the subject matter of this report. However attendance by elected members enhances information and future decision making for the community benefit.
- 4.6. The Management Team has reviewed this report.

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 no groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.
- 5.3. **Wider Community**
The wider community is not likely to be affected by, or to have an interest in the subject matter of this report. However, the conference provides benefit, particularly to members, to gain a greater understanding about Local Government and provides both learning and networking opportunities.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

- 6.1 **Financial Implications**
- 6.1.1 Full conference early-bird registration cost is \$1,395 if booked/paid before 12 July 2024. This full conference cost increases to \$1,495 after the early bird cut off for standard registration.
- 6.1.2 The full conference registration includes attendance at conference business sessions, workshops, exhibitions daytime catering and the Fulton Hogan conference dinner and Awards function.

6.1.3 There is additional cost for the Simpson Grierson welcome reception (Wednesday) of \$120 per person. In addition, Council hosted tours incur an additional charge of \$35. Should the Mayor and/or Councillor attend the Community Boards dinner and Awards function an additional charge of \$240 per person applies.

6.1.4 Costs are met by the training and travel operational Governance budget. The conference registration is funded from the training budget, which has a current balance of \$14,035. Accommodation and travel expenses are approximately \$1,000. The funding would be from the 2023/24 financial year as registration would be paid prior to July 2024. The indicative cost of attendance per delegate is \$2,990. Therefore for the Mayor and one councillor to attend, as per the policy, the cost would be approximately \$5,980 from the \$14,035 available training budget. A summary of indicative costs is outlined below:

| | Per delegate |
|--------------------------|----------------|
| Standard Registration | \$1,495 |
| Welcome Reception | \$120 |
| Community Board Awards | \$240 |
| Council hosted tours | \$35 |
| Incidental claims | \$100 |
| Airfares | \$250 |
| Accommodation (3 nights) | \$750 |
| Excluding GST | \$2,990 |

A separate management operational budget meets the costs associated with the Chief Executive attending the conference.

6.2 Sustainability and Climate Change Impacts

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

6.3 Risk Management

Cancellation of the Conference attendance is potentially possible due to changes to members plans. Should a delegate be unable to attend the conference due to unforeseen circumstances, a substitute may attend in their place, subject to general Council agreement. Any cancellation of a delegate's attendance will result in a reduced refund of fees paid.

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

Not applicable.

7.3 Consistency with Community Outcomes

Governance: There are wide ranging opportunities for people to contribute to the decision making that effects our District.

7.4 Authorising Delegations

The Council has the delegation to decide attendees of the LGNZ Conference as per elected member conference and training course attendance policy S-CP 0905 dated March 2023.

LGNZ NATIONAL CONFERENCE PROGRAMME**DAY ONE WEDNESDAY 21 AUGUST 2024**

| | |
|---|---------------|
| Registrations open | 2.00PM |
| Welcome and conference opening | |
| Government address | 3.00PM |
| Simpson Grierson Welcome Reception | 5.00PM |

DAY TWO THURSDAY 22 AUGUST

| | |
|---|-------------|
| <u>Session one: Bringing localism to life</u> | |
| Minister for Local Government address | |
| Panel discussion | 9am |
| Connect and refuel break | 11am |
| <u>Session two: Unlocking local and regional economic growth</u> | |
| Sponsored by Arup and Waka Kotahi NZ Transport Agency | |
| Panel discussion | Noon |
| Connect and refuel break | 2pm |
| <u>Session three: Forging authentic partnerships</u> | 3pm |
| Refreshments and networking | 5pm |

DAY THREE FRIDAY 23 AUGUST

| | |
|---|-------------|
| <u>Session four: Reimagining representation from the ground up</u> | |
| Sponsored by MartinJenkins | |
| Representation framework & Panel discussion | 9am |
| Leader of the Opposition address | 10am |

| | |
|--|-------------------|
| Connect and refuel break | 11am |
| <u>Session five: Fostering sustainable adaptation: Local solutions for global challenges</u> Sponsored by Boffa Miskell | |
| Minister for Climate Change | noon |
| Connect and refuel break | 2pm |
| <u>Session six: Conference wrap up</u> | <u>3pm</u> |
| Event concludes | 4pm |
| Fulton Hogan Premier Gala Dinner and LGNZ SuperLocal Awards Night | 5.30pm |

OTHER EVENTS

| | |
|---|----------------|
| <u>Women in Local Government lunch: Leading and thriving</u> | |
| Wednesday 21 August | 11am – 12.45pm |
| LGNZ AGM | |
| Wednesday 21 August | 12.30pm – 2pm |
| <u>Mayors Taskforce for Jobs AGM breakfast meeting</u> | |
| Thursday 22 August | .30am – 8.50am |

Council Elected Member Conference and Training Policy

1. Purpose

The Council is required to give effect to the purpose of Local Government which is described in the *Local Government Act 2002* (the Act). The purpose enables democratic and effective local decision-making and action, by and on behalf of, communities to meet the present and future needs by playing a broad role in promoting the social, economic, environmental and cultural well-being of their communities, taking a sustainable development approach.

2. Policy context

Elected members are responsible for making decisions on matters such as the services council will provide, the standard they are provided to, how they will be paid for and what bylaws need to be made. Elected members have a governance role in council as well as being an elected representative of the community.

3. Policy objective

3.1. Local Government Conference (LGNZ annual conference)

A report will be considered by the Council each March/April to determine attendance.

The Mayor, one Councillor, together with the Chief Executive, may represent the Council at the Local Government Conference annually.

The Deputy Mayor, if available, be able to attend at least one LGNZ Conference during the triennium cycle.

Any nominated Councillor can only attend one LGNZ Conference in any given triennium cycle (unless being held in Canterbury), to enable other members to attend.

When the LGNZ Conference is held in Canterbury, the Council will consider sending up to ten Councillors.

3.2. Local Government Rural and Provincial meetings

The Mayor and one Councillor plus the Chief Executive may represent the Council at the LGNZ Rural and Provincial meetings. If the Mayor and/or Chief Executive are unable to attend, then a representative may attend in their place. This could be a Councillor, Community Board member or staff member (i.e. up to a maximum of three, including the Mayor). These meetings are usually held in Wellington three times per year.

3.3. Local Government Zone 5/6 meetings

The Mayor and one Councillor plus the Chief Executive may represent the Council at the LGNZ Zone 5/6 meetings. If the Mayor and/or Chief Executive are unable to attend, then a representative may attend in their place. This could be a Councillor, Community Board member or staff member (i.e. up to a maximum of three, including the Mayor). These meetings are usually held three times a year.

When the meeting is held in Canterbury, the Mayor may approve up to five members attending.

3.4. Approval for Councillor training attendance

The Mayor, or in his/her absence, the Deputy Mayor, will approve all training courses, conferences and seminars attended by members of the Council and notify the Governance Manager via a submitted form (Trim 210308038654). This will be reported as part of the Mayor's monthly diary report to Council.

Training courses (and conferences) can also be approved via a report to the Council.

Attendance at overseas conferences for any elected member shall be approved by the Council via a formal report.

The member will provide a verbal report back on conference/training to the appropriate Committee or Council portfolio update section of the meeting.

3.5. Community Board Members

Approval for Community Board Members to attend conferences or training within New Zealand (excluding in-house) will be via formal Community Board report, consideration and resolution.

Any Community Board member attending a conference is required to provide a written report on the learnings/highlights to be published in the next available Board agenda for public accountability, and circulated to all elected members. Any training session will be verbally reported back at the next meeting.

3.6. LGNZ National Community Board Conference (held every two years)

At least one Community Board member from each Community Board may attend the Conference and represent their community.

It is permissible for a Councillor appointed to a Community Board to attend the LGNZ Community Board Conference. However the related registration and expenses will come from the Community Board training budget and not the Council training budget.

4. Questions

Any questions regarding this policy should be directed to the Governance Manager in the first instance.

5. Relevant documents and legislation

- *Local Government Act 2002*

6. Effective date

7 February 2023

7. Review date

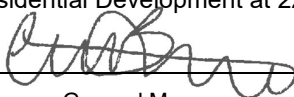
March 2026.

8. Policy owned by

Manager, Governance

9. Approval

Approved and adopted by the Waimakariri District Council on 7 February 2023.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-11-06 / 240326047829**REPORT TO:** RANGIORA ASHLEY COMMUNITY BOARD**DATE OF MEETING:** 10 April 2024**AUTHOR(S):** Jon Read (Greenspace Planner)**SUBJECT:** Proposed Land Exchange between Council's Drama Club Reserve (124 Church Street) and a pending Faye Construction Ltd Neighbouring Residential Development at 229A King Street**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)

 General Manager


 Chief Executive
1. SUMMARY

- 1.1. The purpose of this report is for the Board to consider a proposed land exchange affecting Council's Drama Club Reserve and a pending residential housing development at its southern boundary. If supported by the Board - and subsequently approved by Council - this proposal will marginally reduce the size of Drama Club Reserve along its southern land boundary with the development. This will be compensated for by the developer vesting in Council a significantly longer strip of same width land at the southern boundary of its proposed development site. This land will form a Council owned access linkage reserve that will connect the landlocked Church Street cul-de-sac to King Street.
- 1.2. The proposed 3.66m wide boundary adjustment along the southern boundary of Drama Club Reserve would result in the exchange of approximately 317m² of land from Drama Club Reserve for 496m² of land currently owned by Faye Construction at 229a King St. There are no financial costs relating to decisions sought by this report and staff believe that there would be negligible increase to operational costs. The land transaction and associated administrative costs accrued as part of the land exchange will be borne by the applicant. Likewise, all formation and improvement works associated with the proposed vesting of an access linkage reserve in Council ownership will be financed by the consent applicant (Faye Construction Ltd). These requirements will be conditioned in Council's decision on the consent application.
- 1.3. The existing unimproved corridor that will form the access linkage sits on a portion of unfenced Faye Construction land that is already being informally used by members of the public. Formal development and activation of the linkage (if approved) will create a safer environment, benefit locals and add value to Rangiora's wider pedestrian connectivity network. As such, it is supported by Council's Roading and Greenspace teams. Walking is one of the top three recreational pursuits in New Zealand and as such, pedestrian walkability and linkages within communities are outcomes that we now require in new subdivisions within the district but are difficult to retrofit into existing communities. This is a unique opportunity to formalise a pedestrian link within an established community that would otherwise not exist.
- 1.4. The proposed option to create a recreation linkage was initially raised by Council staff. The applicant (Faye Construction Ltd) is currently supportive, however is awaiting the outcomes of this decision from the Community Board and Council before the statutory consenting process can proceed. There is a strong risk that should this decision be extended in duration; the developer may be forced to follow a different course of development which doesn't include the pedestrian linkage proposed by Council staff and this opportunity would be lost to Council and the wider community. Any delays caused by this process will have a direct impact on the developer and potentially an increase the in the risk of missing this opportunity.

Attachments:

- i. Applicant Letter
- ii. Subject Sites
- iii. Land Exchange Strips
- iv. Residential Zoning Map
- v. Drama Club Reserve Enhancement Concepts

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 240326047829.
- (b) **Supports** the exchange of land between the Council and Faye Construction as identified within attachment iii. Land Exchange Strips in relation to properties 229a King Street and 124 Church Street.

AND

THAT the Rangiora Ashley Community Board recommends:

THAT the Council:

- (c) **Approves** the implementation of the exchange of land between Council and Faye Construction as identified within attachment iii. Land Exchange Strips in relation to properties 229a King Street and 124 Church Street.
- (d) **Notes** the request is to swap of 317m² of Council owned land on Drama Club Reserve (124 Church Street) for 496m² of Faye Construction owned land at 229a King Street.
- (e) **Notes** that the swap will enable a pedestrian linkage from the end of Church Street through to King Street, improving the pedestrian walkability of this area.
- (f) **Notes** that the area of Drama Club land proposed to be swapped is currently overflow car park from the previous tennis courts and of poor recreational value.
- (g) **Notes** that the land swap will not come at a cost to the Council and the development of this space will be funded through the developer. It is anticipated that the land swap will create negligible additional ongoing operational costs.

3. BACKGROUND

- 3.1. Faye Construction Ltd has a pending resource consent application for a proposed 13 lot residential development on Residential 1 zoned land at 229A King Street, Rangiora. This land's primary access is now physically located on Church Street, immediately adjacent to Council's Drama Club Reserve.
- 3.2. Drama Club Reserve is named after its former use as a site for the Rangiora Drama Club. The club subsequently moved to Northbrook Studios in the early 2000s. There are no longer any buildings located on this reserve. Faye Construction Ltd is now the owner of the adjoining land at its southern boundary (229A King St). Locals may remember this site as the former location of the Rangiora Tennis Club.
- 3.3. The Drama Club Reserve is not vested recreation reserve. It is fee simple land with no reserve classification. The term 'reserve' is applied by Council in recognition of its current use and value as a Council owned community green space.
- 3.4. Due to its location and land status, Drama Club Reserve is categorised as a recreation linkage under Council's Park Categories and Levels of Service. This category indicates a relatively simple level of service characterised by open green space and some amenity landscaping. The nearby Elephant Park is a higher-level neighbourhood park that serves this catchment area. It is located on nearby Blackett Street.

- 3.5. As part of their proposed consent application, Faye Construction Ltd has agreed to a proposal to create and develop an access linkage connecting Church Street to King Street. If the required land exchange is approved, this linkage will be constructed to Council level of service and code of practice standards. As the new owner, Council will then take responsibility for its ongoing maintenance.
- 3.6. In association with their residential development, Faye Construction has also made a commitment to provide landscape amenity improvements at Drama Club Reserve. This commitment is conditional on their subdivision consent being approved. The applicant has provided indicative concept drawings for consideration in the interim. Any agreed reserve improvements will be covered by a consent notice. This will capture agreed works that sit outside of the applicant's land and cannot be required through a consent condition. These works will align with Council's level of service standards, add value to the reserve, and benefit the local community.

4. **ISSUES AND OPTIONS**

- 4.1. The proposed 3.66m wide boundary adjustment along the southern boundary of Drama Club Reserve will result in the exchange of approximately 317m² of land from Drama Club Reserve for 496m² of land currently owned by Faye Construction at 229a King St. The primary function of this portion of the reserve being swapped has been as an entrance and parking corridor for access to the old Drama Club building, and subsequently a shingled car park area for users of the adjacent (now removed) Rangiora Tennis Club. These functions are no longer required within the reserve. In mitigation of the land reduction, amenity enhancements will be made to the wider reserve (see 3.6).
- 4.2. The longer 3.66m wide strip of access linkage land being offered to Council - in exchange for the Drama Club reserve margin - is narrower than generally specified for new residential areas. It reflects the legal width of the current accessway into the Faye development site off King Street. This width is below that specified under Council's current level of service standards but is not uncommon in older residential areas. In this case, the link has good end-to-end visibility with no bends or hidden areas which can otherwise make a site feel unsafe and deter public use (cpted).
- 4.3. It is important for Council to maintain and protect access to important underground services. All existing easements on land affected by the proposed boundary changes and associated development will be protected as a condition of the applicant's resource consent. In the event of a land exchange, Council will gain ownership and control of the access linkage strip of land that currently sits within the applicant's southern boundary. This strip is also valuable to Council as a corridor for existing and potential future underground services. In addition - and as a minor change to the Faye Construction land exchange proposal - the Council wishes to retain ownership and/or access protection for a small area of land at the south-eastern corner of Drama Club Reserve. Retaining this area will enable access to - and protection of - an existing section of wastewater pipe (approximately 4m in length) where it passes through Council land. This will be protected by easement; and/or diverted as required to avoid any risk of 'build-over' from the adjacent residential development.
- 4.4. Low and/or semi-permeable fencing associated with the new residential development will help provide passive residential oversight. The applicant will be required to upgrade the linkage to the Council's required standard. This will include landscape planting, bollard lighting and a wide fully accessible formed path. The existing unimproved corridor sits on a portion of unfenced Faye Construction land and is already being informally used by members of the public. Formal development and activation of the linkage (if approved) will create a safer environment, benefit locals and add value to Rangiora's wider pedestrian connectivity network. As such, it is supported by Council's Roading and Greenspace teams.
- 4.5. Walking is one of the top three recreational pursuits in New Zealand and as such, pedestrian walkability and linkages within communities are outcomes that we now require in new subdivisions within the district but are difficult to retrofit into existing communities. This is a unique opportunity to formalise a pedestrian link within an established community that would otherwise not exist should this development progress without the land exchange.

- 4.6. Based on the positive outcomes listed above, staff recommend that the Community Board support this proposal and recommend to Council that they approve this exchange. If this was approved, staff would continue to work with the developer to carry out this land exchange/boundary adjustment and associated ongoing development of 229a King st and new pedestrian linkage. As part of this, staff would work with the developer regarding the detailed design of any improvements made to Drama Club Reserve landscaping as part of their design. If the Board or Council oppose the proposed Faye Construction Ltd land exchange proposal any application for consent will then be considered in direct relation to the applicant land and associated matters and effects. It is therefore likely that there will be no opportunity for a linkage through to King St and/or subsequent improvements to the landscaping within Drama Club Reserve as part of the development.

Implications for Community Wellbeing

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

As noted above, pedestrian linkages provide improved walkability within a community which increases opportunities for recreational pursuits such as walking and cycling. This not only adds recreational value and desirability for our communities, but also supports the positive physical and mental health benefits provided by such activities. The proposed linkage will have good end-to-end visibility and will include landscape planting, bollard lighting and a wide fully accessible formed path improving safety and the level of service offered.

- 4.7. The Management Team has reviewed this report and supports 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 no specific groups or organisations likely to be affected by, or have an interest in, the subject matter of this report. If the proposal goes ahead, input from the Waimakariri Access Group will be sought at development stage of the access linkage reserve.

5.3. Wider Community

The wider community is likely to be affected by and have an interest in the subject matter of this report. As noted above, the current use of the area proposed to be swapped is now obsolete following the removal of the tennis courts from 229a King st. Swapping this underutilised strip of land with a pedestrian linkage would provide positive impacts for the community and formalise a path which is already informally being utilised with little impact on existing users. Conversely, the subsequent loss of this linkage should this proposal not be approved would lead to poorer outcomes for the community with little benefit offered by the space kept.

While the community will be interested in the result, as the overall impacts on the community from the proposed recommendations are seen as positive and this would be formalising an existing use (linkage through privately owned 229a King St), staff recommend that consultation with the wider community is not required. As this is not a designated reserve, the adjustment of a land boundary at Drama Club Reserve, and the formal addition of an access linkage between Church and King St does not require formal consultation to be approved. However, it is advisable that some level of notification is undertaken to inform the surrounding residents once a final decision on the land boundary changes has been made.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are no financial implications relating to decisions sought by this report, other than standard ongoing operational costs for any additional Council reserve assets and enhancements. As this proposed exchange is replacing an area of grass and existing shingle car park with a standardized pedestrian pathway, staff believe that there would be negligible increase to operational costs associated with this change. There is therefore no budget included in the Annual Plan/Long Term Plan in relation to this proposal.

Land transaction and associated administrative costs accrued as part of the land exchange process will be borne by the Applicant. Staff estimate that the area being swapped would be approximately 317m² of land from Drama Club Reserve for 496m² of land currently owned by Faye Construction at 229a King St. A valuation for the two sites involved in the land swap transaction is not being sought. A small nominal sum might need to be applied to meet transactional requirements for the land acquisition and disposal process. This fee can be met through existing budgets.

All formation and improvement works associated with the proposed access linkage reserve to be vested in Council will be financed by the consent applicant (Faye Construction Ltd). A bond for these works will be held by the Council as security in the event of the applicant failing to meet their consent conditions. The appropriate timing of the works will be prescribed via the consent. Completion will be required prior to the practical completion and sign-off of the residential lots and associated works. The applicant's proposed improvements to the existing Drama Club Reserve sit outside of the consent application. A side-agreement will be used to capture the agreement of both parties in regard to these works.

6.2. Sustainability and Climate Change Impacts

The recommendations in this report have sustainability and/or climate change impacts. The walkability of a community reduces the need or desirability to utilise other forms of transport such as motor vehicles which therefore can reduce emissions and other associated costs of such forms of transport. As noted above, walking also has positive impacts on both physical and mental health and wellbeing which in turn can reduce the need for future medical interventions and lead to healthier communities. Healthier communities are more resilient to change and able to support more sustainable outcomes.

6.3. Risk Management

The proposed option to create and formalise a recreation access linkage in association with the proposed development was initially raised by Council staff. The applicant (Faye Construction Ltd) is currently supportive of this outcome being achieved as part of their consented development and has based their designs around this option which are currently being considered for consent. The outcomes of any decision made by the Community Board or Council will have a direct impact on the final outcome of this development and level of service offered to this community. The statutory consenting process is awaiting a decision regarding this land swap as this is required before the developer can proceed with the plans in their current form. This creates risk related to timeframes as should this decision be extended in duration; the developer may be forced to follow a different course of development which doesn't include the pedestrian linkage proposed by Council staff and this opportunity would be lost to Council and the wider community. Any delays caused by this process will have a direct impact on the developer and potentially create an increased risk of missing this opportunity.

There is a low risk that the proposed residential development at 229A King St does not go ahead as proposed under the current owner. This could mean the proposed land swap does not go ahead, or the land transaction is undertaken without subsequent development. Safeguards in the consent process mitigate the risk of this being of significant financial concern to Council.

6.4. 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, Resource Management Act 1991 and Property Law Act 2007

7.3. **Consistency with Community Outcomes**

The Council's social and environmental community outcomes are relevant to, and consistent with, actions arising from recommendations in this report.

- Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.
- Public spaces and facilities are plentiful, accessible and high quality
- People are friendly and caring, creating a strong sense of community in our District
- Transport is accessible, convenient, reliable and sustainable

7.4. **Authorising Delegations**

The Council holds the delegated authority to make decisions regarding land purchase/exchange/boundary adjustments. The Rangiora-Ashley Community Board has the delegated authority to make recommendations to Council on such matters and to approve the designs of reserves and linkages such as that proposed within their community.

ATTACHMENTS

Applicant Letter to Community Board

Rangiora King Street – Church Street Linkage Pathway Proposal
22/2/2024

To whom it may concern:

Dear Sir/Madam:

As project manager of Akin Living Ltd - the developer of 229A King Street site, I am writing to explain our position regarding the creation of the Rangiora King Street development linkage pathway.

Our primary objective in proposing this pathway is to establish a vital connection within the Rangiora community. We believe that enhancing pedestrian access between King Street and the surrounding areas is essential for fostering connectivity and promoting a sense of cohesion among residents. While the proposed subdivision might render the pedestrian linkage seemingly insignificant in terms of our development plans, its true value to the community is far more substantial.

By formalizing this pathway, we aim to acknowledge and build upon its existing role as a community asset. Over time, this route has become an integral part of local life, serving as a thoroughfare for residents and contributing to the vibrancy of the area. The establishment of this linkage would not only enhance accessibility but also foster a sense of intimacy within the neighbourhood.

In addition to improving accessibility, the creation of the King Street to Church Street linkage pathway aligns with our commitment to sustainable urban planning even if it may not directly impact our development goals. By encouraging walking and cycling as viable transportation options, we hope to reduce reliance on cars and promote a healthier, more environmentally friendly lifestyle for residents.

To effectively implement this initiative, we propose a land exchange involving two small parcels to transfer ownership of the public pedestrian crossing to our council. As we proceed with the civil work for our subdivision, we can seamlessly integrate enhancements for this pathway.

This will involve installing low-maintenance paving, incorporating green landscaping, and implementing solar lighting for improved surveillance and safety measures, pending council approval of the contracted construction costs. By integrating these features into our development plans, we demonstrate our dedication to enhancing accessibility and safety while maintaining the integrity of the pedestrian linkage.

Additionally, we are enthusiastic about furthering our commitment to community enhancement by revitalizing the reserve area adjacent to the pedestrian crossing. Our goal is to restore its status as a vibrant community hub by providing services for upgrading the space. This may include landscaping improvements, to create a cohesive and inviting environment conducive to community engagement and well-being. Through these combined efforts, we aim to foster a stronger sense of community and enhance the overall quality of life for residents.

Please find the landscape plan that we have diligently prepared for your review and consideration. We have taken the initiative to illustrate visually how the reserves are connected to the neighboring residents, aiming to pay tribute to the area's longstanding history as a community hub. Our goal is to infuse new life and spirit into this cherished local space. We eagerly await your feedback and are committed to doing the best we can to truly honor the essence of the community while enhancing its beauty and functionality.

Rangiora King Street – Church Street Linkage Pathway Proposal 22/2/2024

Overall, our intention is to enhance the quality of life for all members of the Rangiora community by creating a safe, accessible, and well-utilized pathway. We believe that this initiative will not only benefit current residents but also contribute to the long-term vitality and sustainability of the area.

We are open to feedback and collaboration from all stakeholders as we move forward with this project. Thank you for your attention, and we look forward to working together to realize the vision of this King Street to Church Street linkage pathway.

Your sincere

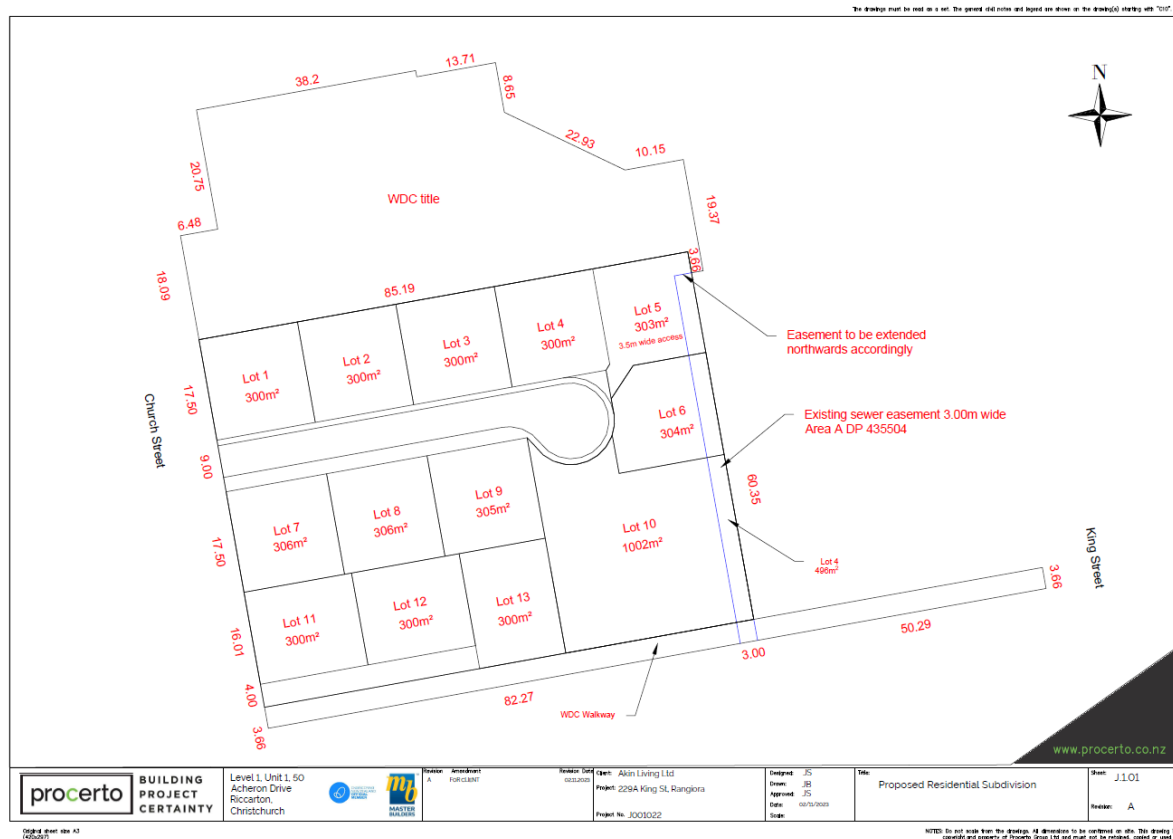
Rachel HU

Akin Living Ltd

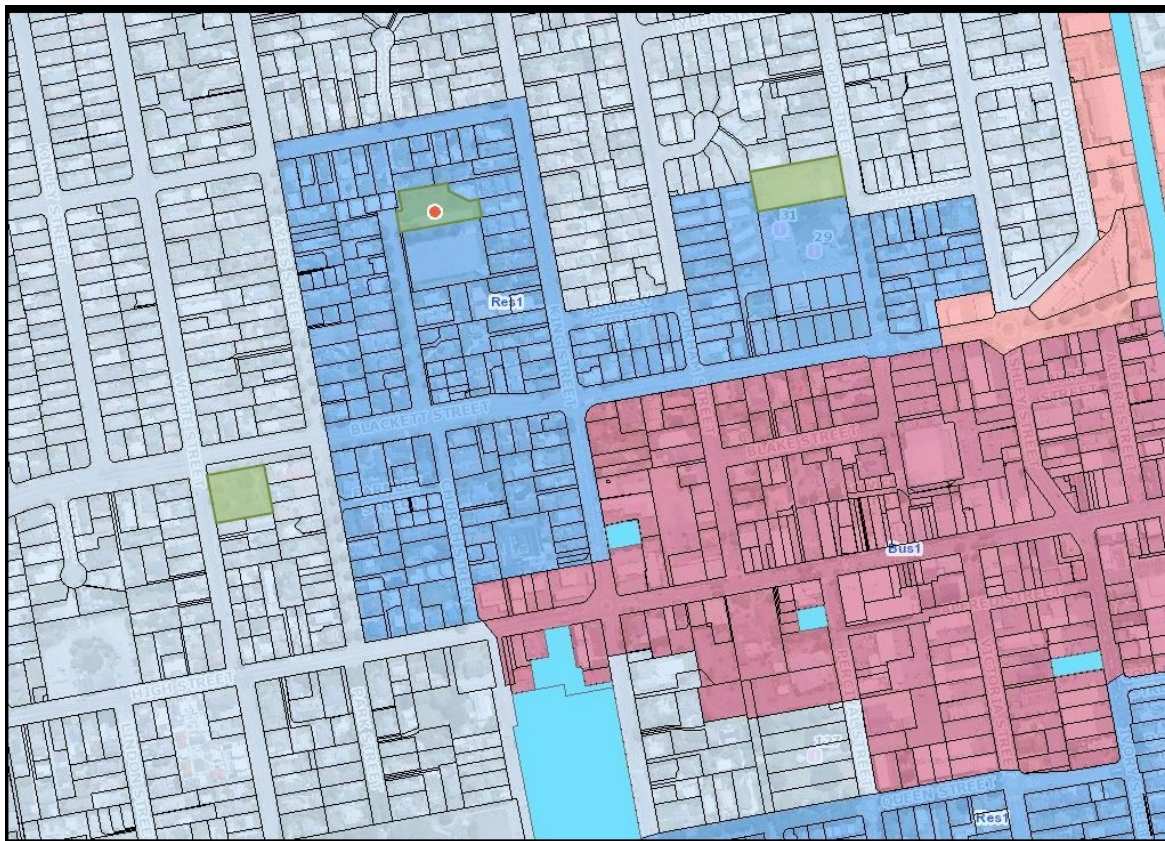
Subject Sites



Land Exchange Strips

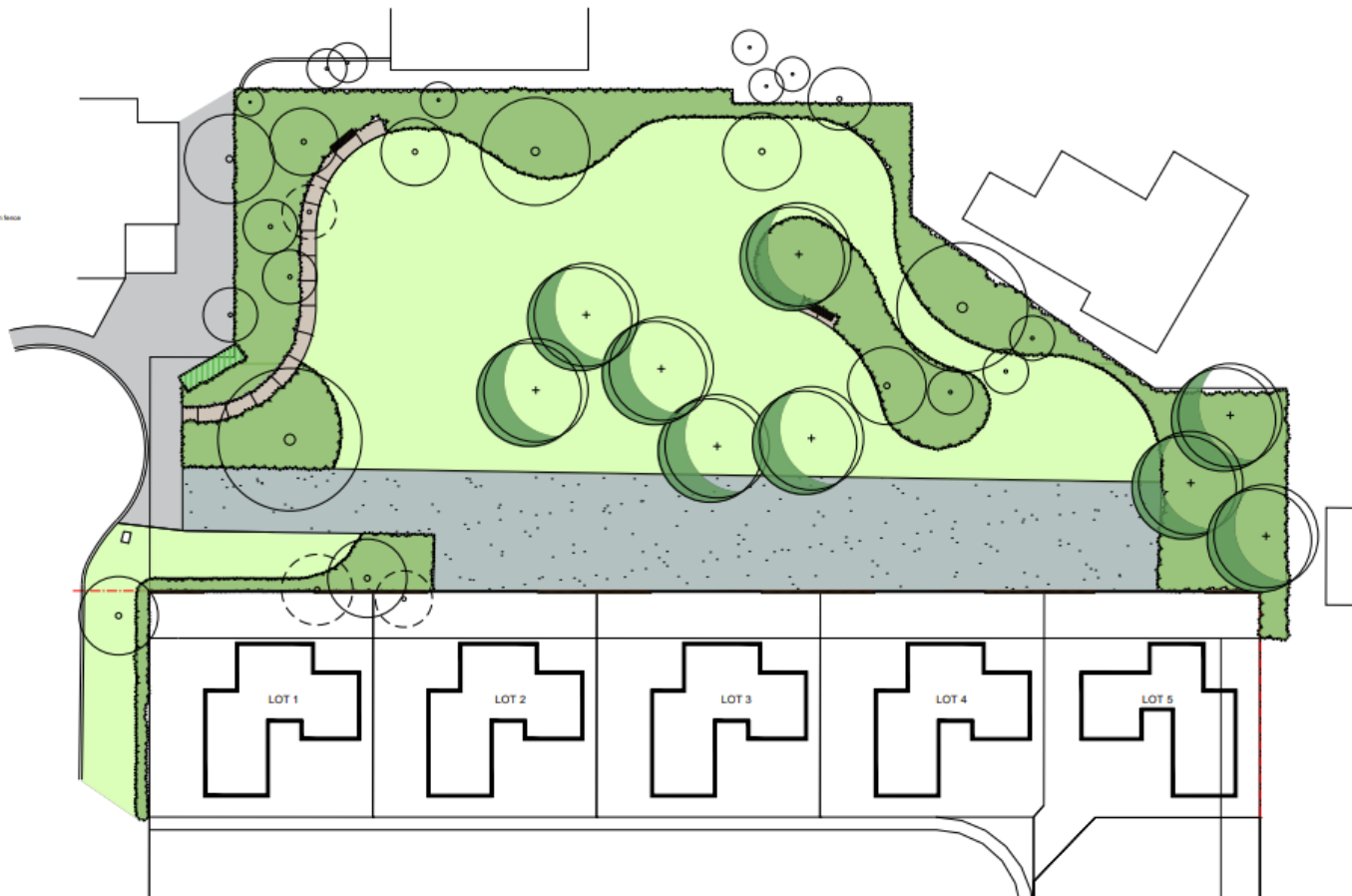


Proposed Residential Subdivision Design

Residential 1 Zoning Area (Subject Sites)



- KEY**
-  Existing tree to remove
 -  Existing tree to remain
 -  Proposed tree
 -  Shrub area
 -  Lawn
 -  Existing gravel car park area
 -  Plain concrete
 -  Selected garden bed
 -  1800mm high vertical timber battens fence
 -  1200mm high 'post' type fence



faye homes - residential park

church street, rangiora

General Notes

1. All paving to meet NZBC D1 table 3 slip resistance requirements.
2. Plain concrete to be roller finish with 10mm grouted decorative cuts.
3. 144 75x50mm timber edging to lawn / garden bed border.
4. All garden beds to be excavated 300-400mm and backfilled with a 50/50 screened topsoil + compost mix.
5. 75mm Min. BioSand or similar as finishing mulch to all garden beds.
6. Irrigation conduit to be allowed under all hard surfaces to access to all garden beds.
7. Note: House layouts indicative only.

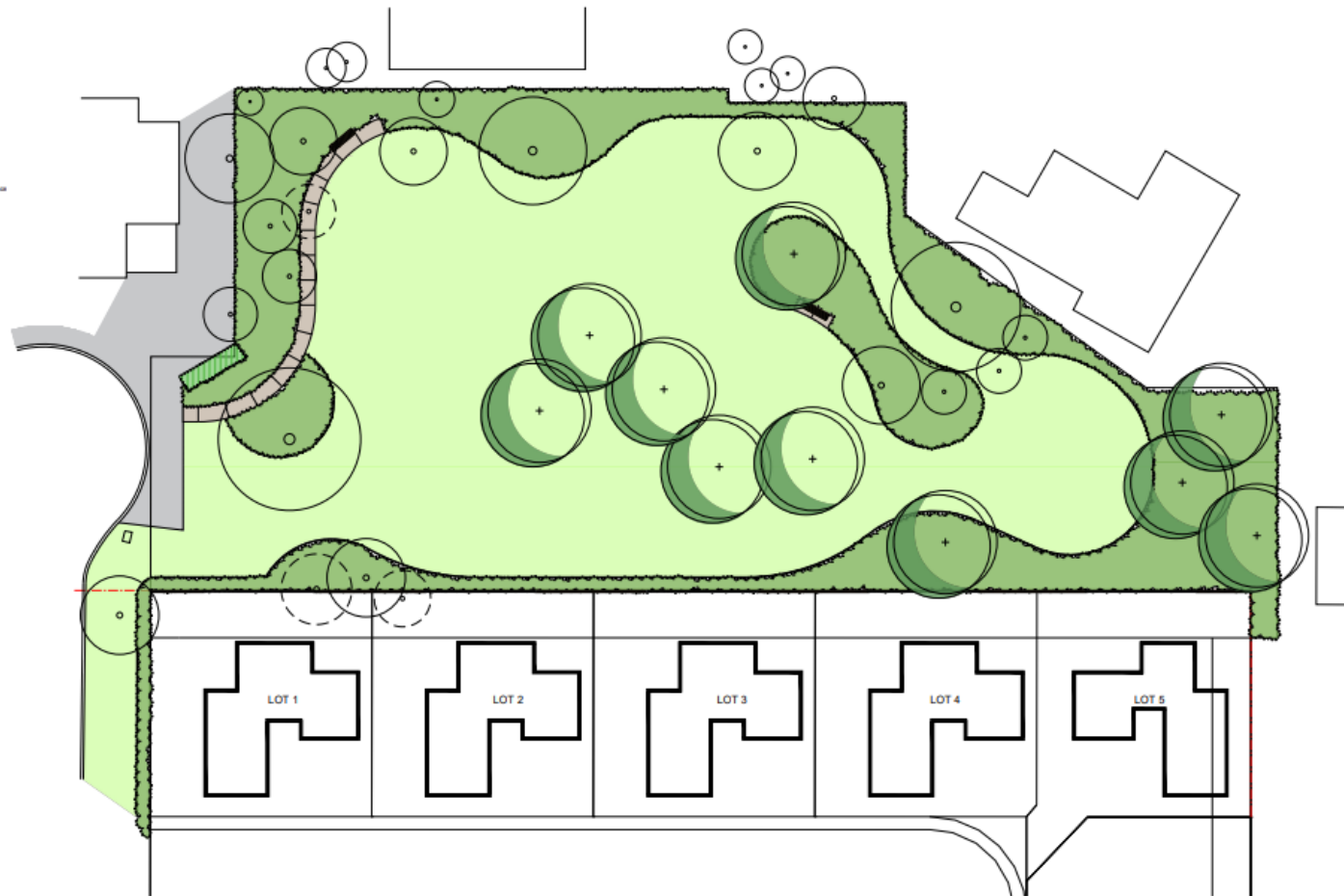
drawn craig wilson
 scale 1:150 @ A1
 date 22nd february 2024
 issue draft for review
 sheet park _ option 1

www.form.net.nz craig@form.net.nz (021) 164 8075

01

**KEY**

-  Existing tree to remove
-  Existing tree to remain
-  Proposed tree
-  Strub area
-  Lawn
-  Plain concrete
-  Selected garden seat
-  1800mm high vertical timber balustrade fence
-  1200mm high 'spiral' type fence



faye homes - residential park

church street, rangiora

General Notes

1. All paving to meet NZSBC D1 table 1 slip resistance requirements.
2. Plain concrete to be roller finish with 10mm grouted decorative cuts.
3. 144 75x50mm timber edging to lawn / garden bed border.
4. All garden beds to be excavated 300-400mm and backfilled with a 50/50 screened topsoil + compost mix.
5. 75mm Min. BioBlend or similar as finishing mulch to all garden beds.
6. Irrigation conduit to be allowed under all hard surfaces to access to all garden beds.
7. Note! House layouts indicative only.

drawn
scale
date
issue
sheet

www.form.net.nz

craig wilson
1:150 @ A1
22nd february 2024
draft for review
park_option 2

craig@form.net.nz

(021) 164 6075

02

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION****FILE NO and TRIM NO:** EXC-57 / 240422063615**REPORT TO:** COUNCIL**DATE OF MEETING:** 7 May 2024**AUTHOR(S):** Jeff Millward – Chief Executive**SUBJECT:** Health, Safety and Wellbeing Report – April 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 March 2024 and April 2024. The dashboard reporting in the appendices cover trends between April 2023 and April 2024.
- 1.2. There were 10 incidents which occurred from mid-March 2024 and mid-April 2024 which resulted in 40 hours lost time to the organisation. Ongoing lost time from historic incidents is reported in Appendix A. 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 Training Frequencies
 - 4.3 Airfield Fuel Supply

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 240422063615

- (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-March 2024 to mid-April 2024 has shown an increase in injuries with both public and staff. All staff injuries have been due to task-based incidents. Prevention of these occurring again has been discussed through investigations, PPE and further awareness of risks. Public incidents have been due to slips, trips and falls. Occurrence was due to road works awareness and a general fall around a gutter.
- 4.1.2. All incidents are either closed with mitigations or currently under investigation. Key learnings have been shared with teams. Near Miss reporting is a good way to mitigate risk before consequence. Continued growth in good reporting and sharing key learnings and outcomes by staff is continued.

4.2. Training Frequencies

- 4.2.1. The Health, Safety and Wellbeing training suite consists of 37 types of training. The majority of the training is based on role and compliance with reference to the competencies within the role. Some of the mandatory training we provide is not attached to unit standards, such as driver awareness or situational safety.
- 4.2.2. Recently we have had a high volume of staff required to re sit training, due to the frequency that is currently set against it. For some staff this has been the 3rd or 4th occurrence. The three training units we have looked at has been Anti-skid Driver Training (5-year frequency) 4WD Training (5-year frequency) and Situational Safety Training (3-year frequency)
- 4.2.3. It is proposed to change the frequency of these to “once only”, or a refresher after 3 years unless there is a change in fleet for notional drivers, a mitigation from an incident outcome, new staff, change in a role description or a request through a Manager. We have undertaken a review on the frequency of this training and the benefit to drivers and asked for feedback as well as checking our requirements which confirmed we will still meet our requirements with staff completing this training once. Feedback is welcome

4.3. Airfield Fuel Supply

- 4.3.1. The HS&W team have recently conducted a review of the two standalone fuel tanks at the Rangiora Airfield. The last informal audit was conducted in 2019, where the two tanks were not current. During this review we have discovered that the existing fuel tanks are not compliant.
- 4.3.2. The HS&W Advisor is working with the Airfield Manager to gain further information before engaging a certifier. A certifier is necessary given of the tanks is now confirmed as in use and is refilled regularly.
- 4.3.3. The information needed is around the fuel storage system meeting the requirements under the Hazardous Substances (Hazardous Property Controls) Notice 2017. This includes regulations related to stationary container systems, separation distances, emergency response plans, secondary containment, and signage.
- 4.3.4. Other key concerns we have are as follows:
 - The tank currently runs off a compressor from inside a hanger
 - The required separation distances are not compliant
 - The pump has been modified
- 4.3.5. Further updates will be reported and provided once we have the information and a way forward for compliance. Cooperation by the Airfield occupants has been mutual.

4.3.6. Implications for Community Wellbeing

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

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

5.3. **Wider Community**

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

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. **Financial Implications**

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

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**

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.

6.4 **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.

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**

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.

7.3. **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.

7.4. **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 & Airfield Incident Reports/Hazards

| Date | Person type | Occurrence | Event description | Response |
|------------|--------------------|---------------------|---|---|
| 21/03/2024 | Employee/Volunteer | Adverse Interaction | Adverse interaction between a parent and a lifeguard due to the children not following pool rules. | Lifeguard enforced the pool rules and reminded the family that if they continue to be abusive, they may be asked to leave the facility. |
| 22/03/2024 | Employee/Volunteer | Near Miss | Trailer came off work vehicle tow bar. Not at speed. No damage or injury occurred. | Staff member got distracted and did not do a physical check. The team were briefed and this was picked up prior to leaving the yard. |
| 22/03/2024 | Employee/Volunteer | Injury | A staff member sliced their finger on the latch of a wastewater lid. | Gloves recommended in future and the handles are to be grinded to remove the sharp edges, which will be covered by the contractor under the defects period. (currently actioning this with the contractor). |
| 25/03/2024 | Non-Employee | Near Miss | Asbestos tiles located at Oxford Transfer Station | Currently under investigation. |
| 28/03/2024 | Employee/Volunteer | Adverse Interaction | A stressed member of the public entered the front office of the Ashley building through an unlocked door. Staff from the Community Team spoke to the person and took her outside to assist her. The door to the office had not locked properly and became accessible to the public when it wouldn't normally be. The person was unsure about where they were meant to go and entered the building. A service request was logged for Property to have a look at the door. A team member from Property arrived within 5 minutes to examine it and ensure it was closing properly. | Door has been repaired and signage has been updated for public to recognise the Ashley building as office premises. |
| 02/04/2024 | Employee/Volunteer | Injury | A staff member banged their little finger as they were reaching to get a pump out of a truck causing swelling on the knuckle. | Swelling on the knuckle on left hand little finger Effectively a sprained joint/knuckle. No medical attention required. |
| 03/04/2024 | Employee/Volunteer | Injury | A staff member bent over to look at a Pump in the Plant Room. When they straightened their body up again, they felt a sharp pain in their lower back area which has persisted. | No medical attention needed. Staff member recognised they should remember to bend their knees and practice safe lifting techniques. |

| | | | | |
|------------|--------------|-------------------------|--|--|
| 06/04/2024 | Non-Employee | Property/Vehicle Damage | Break in at the Dog Pound. Dog that had been impounded was taken from our custody. | Currently under investigation. Police notified and waiting on an update. |
| 08/04/2024 | Non-Employee | Injury | A member of the public fell and broke a rib due to avoiding traffic management along the footpath. | Contact has been made with the contractors for them to investigate the incident and report back with an incident report. |
| 11/04/2024 | Non-Employee | Injury | A Councillor caught the corner of the cutter falling fairly heavily onto their side while attending a meeting. There was no apparent break, but quite a bit of discomfort and soreness | The curb around the area where they fell is variable, being old and up and down. No further action needed. |

Aqualand Incident Reports - Nil reported this month

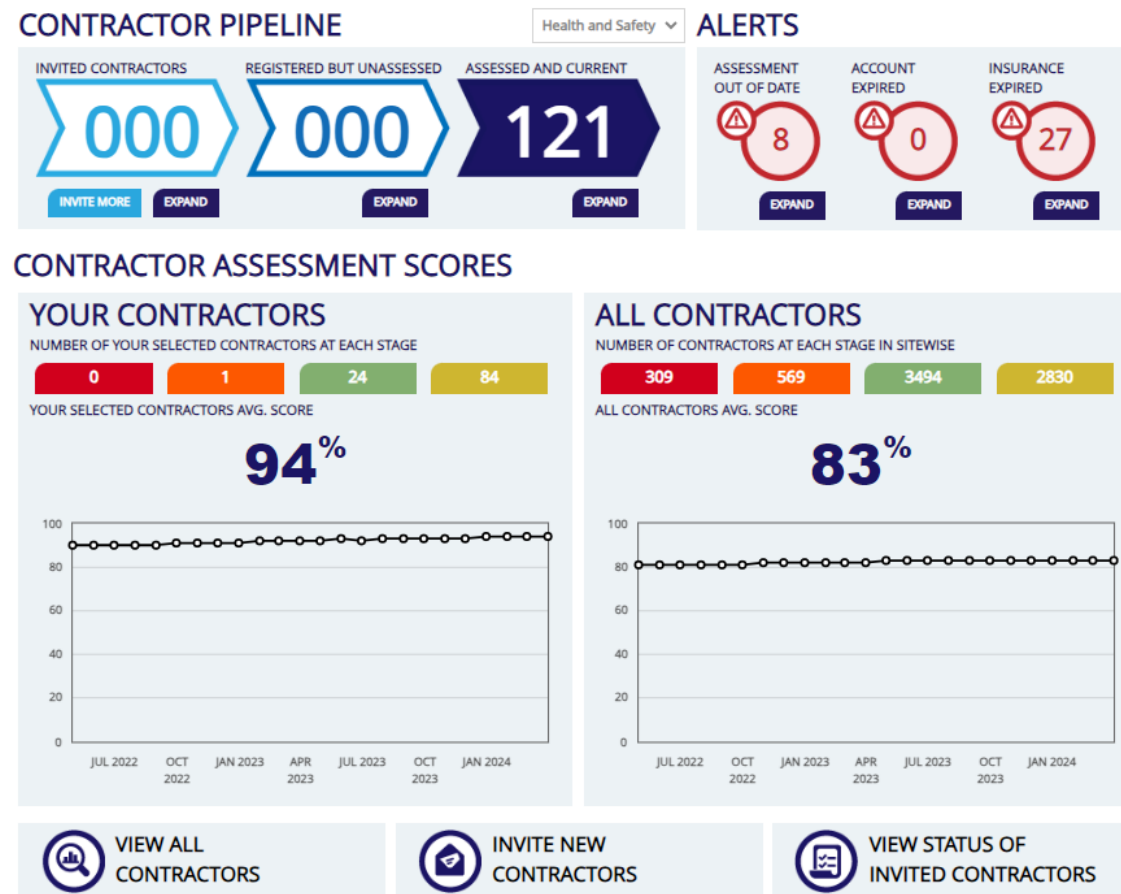
Flamingo Scooter Incident Reports - Nil reported this month

| | |
|---------------------------------------|--|
| Lost Time Injuries - Aquatics: | Injury One Currently working a RTW plan of 3hrs x 4 days (12) Date of injury 30 July 2017 Weekly contracted hours = 30 6,238 hrs lost to date |
| ESU | Injury One Currently working Light duties 40hrs Date of injury 20 March 24 Weekly contracted hours = 40 40 hrs lost to date |
| Water Unit | Injury One: Currently off work Date of injury: 28 April 2023 Weekly contracted hours = 40 681 hrs lost to date |

Lead Indicators

| | |
|---|--|
| Safety Inspections Completed (Workplace Walkarounds) | Workplace Walkarounds: <ul style="list-style-type: none"> • 16 Distributed in March 9 returned, 5 Hazards picked up – reminders sent. |
| Training Delivered | People Trained: <ul style="list-style-type: none"> • Situational safety training - 65 trained • First Aid – 22 staff trained • Fire Extinguisher Planned • Emergency Warden |

Appendix B



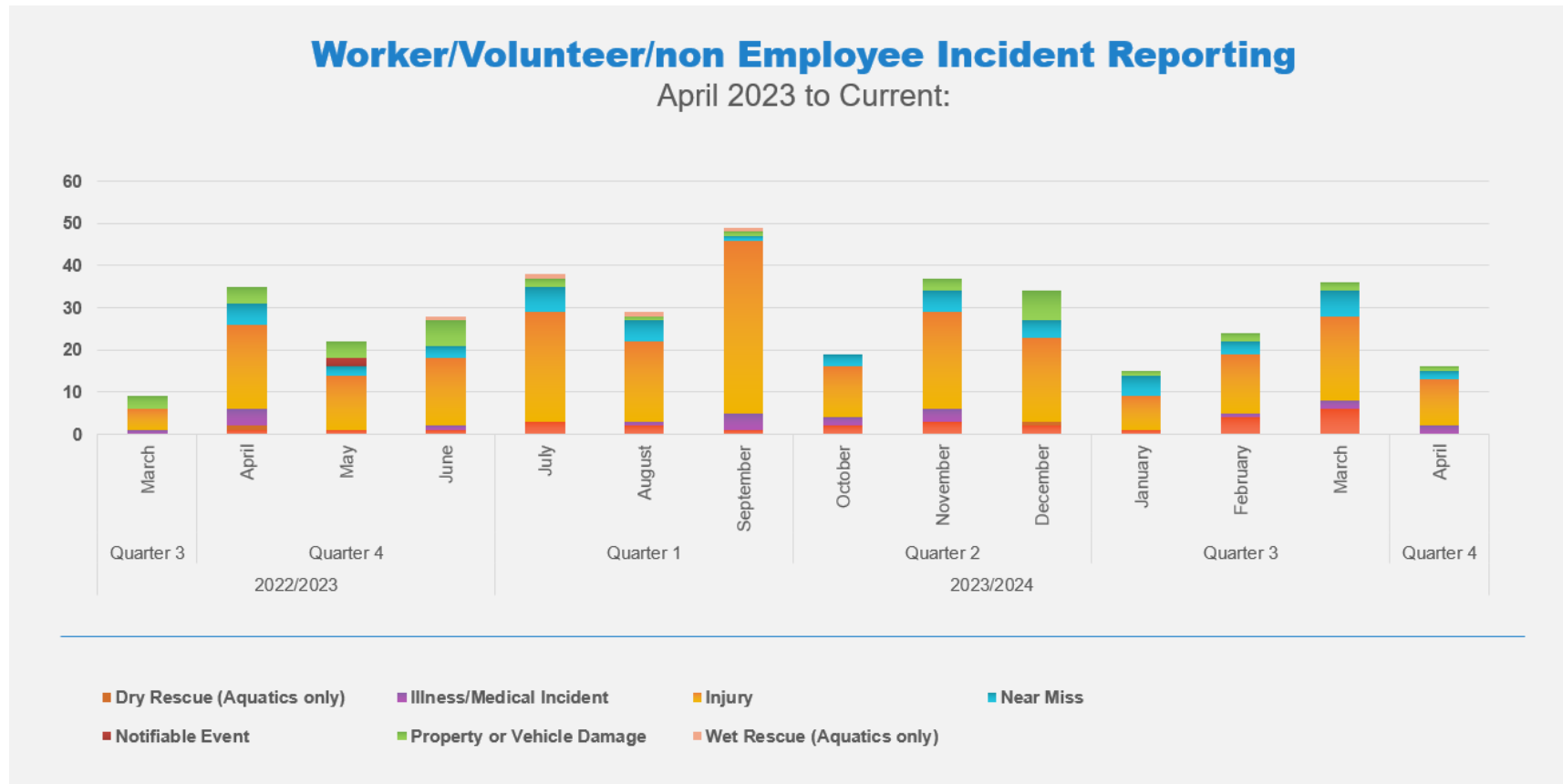
Above is the current status of our preferred contractor data base held within SiteWise.

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.

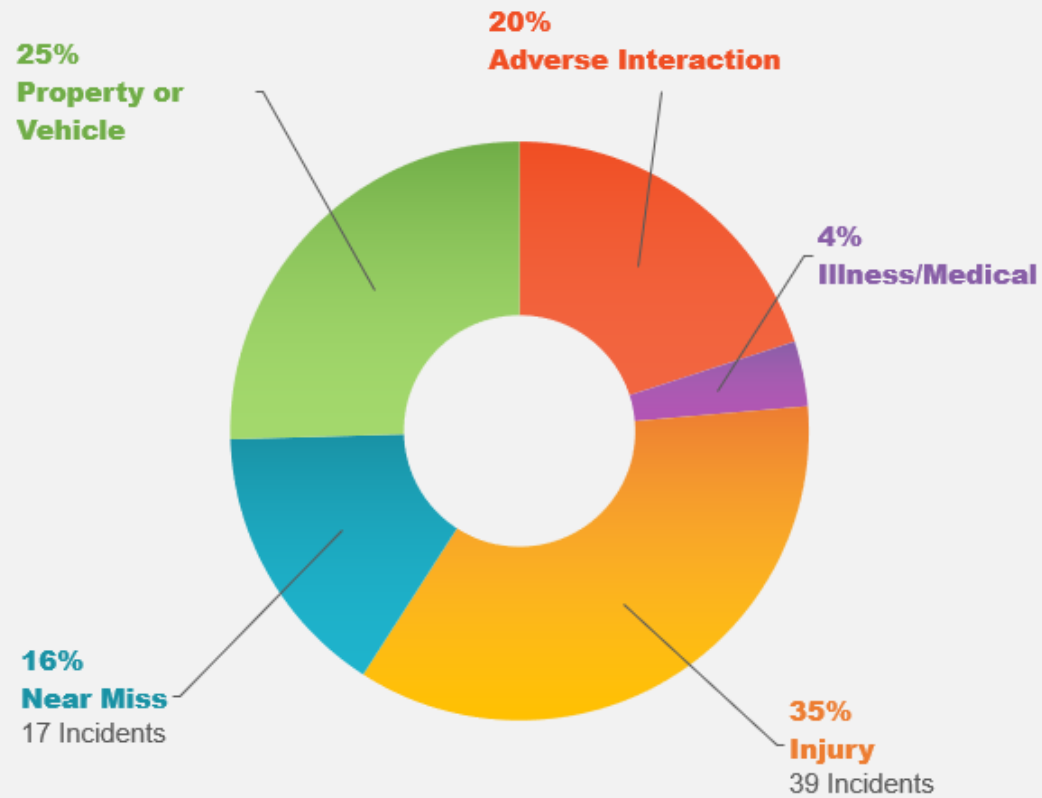
“YOUR CONTRACTORS” is referring to our preferred contractor list. “ALL CONTRACTORS” is referring to the full contractor list.

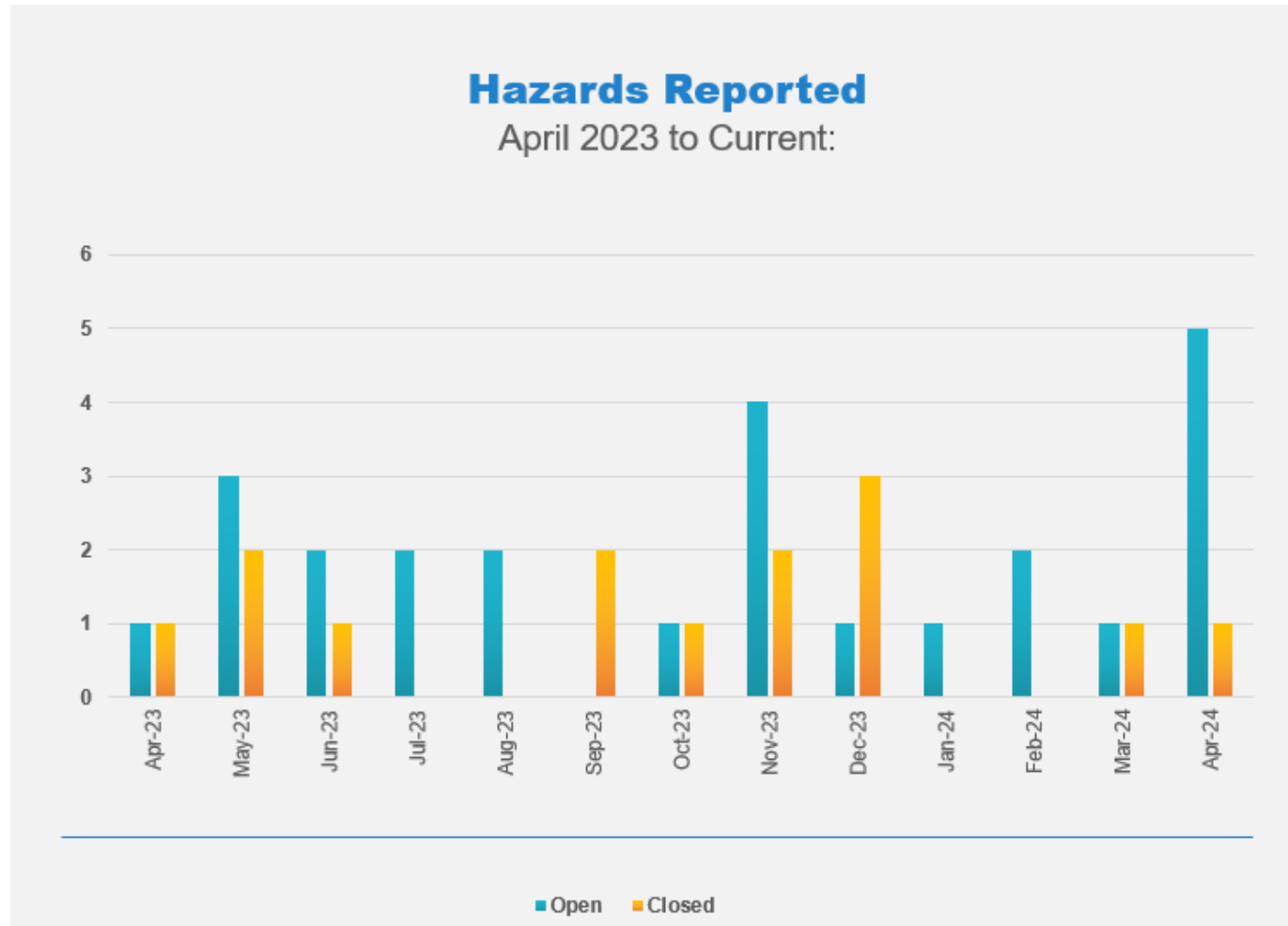
Appendix C



Worker/Volunteer Incident Reporting

April 2023 to Current:





**MINUTES OF A MEETING OF THE CANTERBURY WATER MANAGEMENT STRATEGY
WAIMAKARIRI ZONE COMMITTEE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET,
RANGIORA ON MONDAY 4 MARCH 2024 WHICH COMMENCED AT 4.05PM.**

PRESENT

C Latham (Chairperson), J Cooke (Te Ngāi Tūāhuriri Rūnanga representative), E Harvie (via Teams), Arapata Reuben (Te Ngāi Tuahuriri Runanga representative), Councillor T Fulton (WDC Councillor) and Councillor C McKay (ECan Councillor).

IN ATTENDANCE

S Allen (WDC Water Environment Advisor), N Theinhardt (ECan Zone Delivery Lead Waimakariri), M Griffin (ECan CWMS Facilitator), A Smith (WDC Governance Coordinator), L Baltrop (Waimakariri Biodiversity Trust), J Recker (WDC Stormwater and Waterways Manager), A Veltman (ECan Land Management Advisor) (via Teams) and M Bate (Kaiapoi resident).

KARAKIA

A Reuben provided a karakia to open the meeting.

1. BUSINESS

1.1 Apologies

Moved C Latham Seconded Councillor C McKay

THAT apologies for absence be received and sustained from committee members R Gill-Clifford (Youth Representative), C Aldhamland and M Jolly.

CARRIED

1.2 Welcome and Introductions

An opportunity was provided for introductions for all present.

1.3 Register of Interests

The following updates to the Register of Interest were advised by members:

Councillor Claire McKay – Remove –

No longer a shareholder of Balance Agri-nutrients Ltd
No longer holds Domestic Wastewater discharge consents CRC: 102594, 122318
and 144865

Although not to be included in the Register of Interests, Councillor Tim Fulton wished to declare that he had been contracted to write a book on the Central Plains Water Scheme. Although this was out of the Waimakariri district, he wanted to advise his involvement with this.

John Cooke also declared that he was now a Trustee on several Maori land blocks, but these were all located in Otago.

2. OPPORTUNITY FOR THE PUBLIC TO SPEAK

2.1 Michael Bate

Noted the clearing of the willow trees from the banks of the Waipara River. Councillor McKay advised that these were sprayed last autumn and had now been chipped and the slash had been removed, from the SH1 bridge down to the mouth and there was some work being done by Hurunui District Council there. It was pointed out that the Waipara River was not in Waimakariri zone. .

A Reuben commented on the tree removal along the Cam River, with any trees that were hanging over the river had been removed, which meant that any shade provided by the trees was gone and increased the water temperature. Affected watercress was already gone. It was suggested that there could have been some native plantings undertaken first, before the willow trees were removed.

Regarding the Waipara River, in response ECan Councillor C McKay noted that there was information available on the ECan website and advised that the funding that was used to clear the willows from the riverbed was resilience funding from the Shovel Ready government funding.

M Bate showed some video and photos of Kaiapoi Lakes taken late in 2023. There was algal bloom showing. Photos were also shown of the Waimakariri River, noting the low water levels. Councillor McKay noted that the irrigation takes have all been restricted for quite some time and the climate conditions and lack of rainfall have impacted water levels in rivers.

M Bates raised his concerns on botulism and deaths of birds, noting that this had been a long-standing issue, for more than seven years. Councillor Fulton agreed to bring this matter up again at the Waimakariri District Council meeting the following day, in his portfolio report.

Councillor Fulton provided an update on Avian Botulism in the district, noting that Avian Botulism had been present at the Kaiapoi Wastewater Treatment Plant wetlands over the past few weeks. The number of birds impacted was currently still low, with 171 birds retrieved by ecological contractors from this WWTP this summer, with 149 of those within the past few weeks. The birds collected were a mix of mallard, paradise, shelduck and scaup. Three sick mallards were also seen at the Kaiapoi Lakes, which were suspected to have come from the Kaiapoi WWTP, but no other sites inspected by WDC contractors have definite avian botulism cases.

The Ecological contractors' site visits have increased from two to three times per week to retrieve bird carcasses that were able to be accessed from the sides of the wetlands to contain the spread of the toxin. The Ministry for Primary Industries had been notified.

Councillor Fulton suggested inspections be undertaken of other wetland areas nearby with waterfowl for signs of any sick or dead waterfowl e.g. WDC Greenspace reserves like Kaiapoi Lakes, Tuhaitara Coastal Park, Bromley WWTP and Courtenay Lake (Aqualand). Councillor Fulton confirmed that Avian Botulism was not an infectious disease, but rather a build-up of a toxin which can be prevented by removing dead birds (that other birds could eat maggots off or eat as carrion and then get sick themselves).

The South Island Wildlife Hospital had confirmed that they have some (limited) spaces for affected birds that could recover with treatment, but not for mallards (paradise, shelducks, scaup and any rare or endangered bird species would be accepted).

It was confirmed that Sophie Allen would keep the committee updated on any developments at Kaiapoi WWTP and other Waimakariri District Council sites over the next few weeks.

3. **REPORTS**

The input of the public was valued by the Waimakariri Zone Committee, and to allow the public to ask questions on the reports presented, the Chairperson put the following recommendation.

Moved C Latham

Seconded J Cooke

THAT the CWMS Waimakariri Zone Committee

- (a) **Agrees** that Section 9.4 of the Standing orders be suspended for Items 3 and 4 to allow members of the public to ask questions prior to the item being moved.

CARRIED

3.1 **Committee Appointments for 2024 – Murray Griffin (CWMS Facilitator, ECan)**

C Latham stepped down from the Chair and M Griffin assumed the Chair's position at this time and called for nominations for Chairperson for the Zone Committee for 2024.

Moved J Cooke

Seconded A Reuben

THAT the CWMS Waimakariri Zone Committee:

- (a) **Appoint** Carlyne Latham as Chairperson for 2024.

CARRIED

C Latham was congratulated on her re-election to this role and assumed the Chair. Nominations were called for Deputy Chair for the Zone Committee for 2024.

Moved Councillor T Fulton

Seconded J Cooke

THAT the CWMS Waimakariri Zone Committee:

- (b) **Appoint** Erin Harvie as Deputy Chairperson for 2024.

CARRIED

E Harvie was congratulated on her re-election to this role.

Nominations were called for Youth Representative for the Zone Committee for 2024.

Moved C Latham

Seconded E Harvie

THAT the CWMS Waimakariri Zone Committee:

- (c) **Appoint** Ruby Gill-Clifford as the Youth Representative for 2024.

CARRIED

R Gill-Clifford was congratulated for her re-election.

3.2 Te Tiriti Training - Presentation – Murray Griffin (CWMS Facilitator, ECan)

As R Gill-Clifford was not able to attend the meeting, it was agreed that this item would be considered at a future meeting.

Item 3.4 was taken at this time. Note that the minutes have been recorded in accordance with the order of the agenda as circulated.

3.3 CWMS Action Plan Budget 2023/24 – Update – Murray Griffin (CWMS Facilitator, ECan)

M Griffin and A Veltman presented this report, noting that it was hoped to reach agreement on the applications received for funding from the CWMS Action Plan Budget 2023/24 by May 2024. Each Zone Committee had \$75,000 available in their budgets and were to best utilise this funding in alignment with the committees 2021-2024 Action Plan. An overview of the applications received to date or known to be coming, was provided to members. In the future, M Griffin agreed to provide copies of the full applications, which would be distributed individually to committee members.

Lucy Baltrop (Waimakariri Biodiversity Trust) who was present at the meeting, had assisted some applicants with their applications.

Councillor McKay noted that the committee needed to be cognisant of the regulations, making reference to applications for fencing of waterways. Landowners have a legal obligation to fence waterways in some circumstances.

Councillor Fulton suggested there were several different categories of applicants, noting that they were all worthy applications. He also pointed out that some of the applications for funding may relate to work that the property owner had an obligation to undertake.

The committee discussed some of the applications and the information provided in the summaries. Staff provided further comment on some applications as required. Councillor McKay suggested that the applications may need to be prioritised and then consider how they relate to the Zone Committee's Action Plan. It was agreed that it would be beneficial for the committee members to undertake site visits for many of these applications.

M Griffin suggested having a workshop in April, with the suggested date of 15 April, 4 – 6pm, and this would be arranged and meeting invite sent to all committee members.

Moved Councillor McKay

Seconded Councillor Fulton

THAT the CWMS Waimakariri Zone Committee:

- (a) **Receives** this information with consideration to the allocation of CWMS Action Plan Budget available for 2023/24.

CARRIED

3.4 Mandeville Resurgence Channel Upgrade – Update – Murray Griffin (CWMS Facilitator, ECan) and Jason Recker (Stormwater and Waterways Manager, WDC)

Jason Recker presented an update on the consultation and options for providing additional capacity for the Mandeville Resurgence Channel upgrade. The Mandeville area had a history of flooding, including recent storms in 2014, 2017, 2022 and 2023. As noted in the report, the flooding was generally caused by heavy rain, but was also

exacerbated by high groundwater levels and resurgence flow. Following the 2014 flooding, budget was allocated in outer years for this upgrade. This matter had gone out for public consultation with public drop-in sessions held in September 2023 in Mandeville and Kaiapoi, and a survey for residents to select a preference for the Stage 1 options. 107 surveys were completed and received back by the Council. Challenges were also highlighted during the drop in sessions and survey results, with significant comments suggesting the optimal approach to direct storm flows in the Eyre River, which then discharges in to the Waimakariri River. This was believed to have greater capacity and create less flooding impacts downstream. In January 2024 the Council approved the following two stages for public consultation as part of the draft LTP:

- Request Council approve the adoption of the Existing Drainage Path Upgrade Option (Option A) for Stage 1. This was spread over two years 2024/25 and 2025/26.
- Request Council authorise further assessment of an alternative Stage 2 Option that would divert stormflows into the Eyre River.

There had been initial discussions with some landowners regarding Stage 2 options and there would be challenges with Stage 2, with land acquisition, coordination with ECan and mana whenua, as well as making sure there were no adverse impacts downstream. There had been high level estimates of cost included in the draft LTP of \$21m. Stage two would involve:

- 2026/27 - design and consenting
- 2028/29 - land acquisition
- 2030/2031/2032 - three years of construction

It was advised that as part of the LTP public drop in sessions, there would be one at the Ohoka Domain on Thursday 11 April from 7 – 9pm, where Council staff would be present to discuss matters or answer questions specifically on this Mandeville issue.

Questions

Councillor Fulton asked if the Council had considered engaging an external hydrologist to investigate the link between groundwater levels and resurgence channel levels. J Recker advised that this hadn't been considered at this stage, but with the scope of this project, there may be some external advice for Stage 2. The Council does not have specialist hydrologists.

With the upgrade on the Bradleys Road culvert and Ohoka Stream, Councillor Fulton asked if there would be any downstream effects as a result of this. J Recker said it was proposed to upgrade the culvert on Bradleys Road, upgrade the bunding and potentially install a weir. It was not considered it would have a big impact on Ohoka. Staff would also be working with landowners to address any concerns.

John Cooke commented on residential developments where sometimes consideration wasn't given to where water would go once it had been redirected off the properties. He asked if the downstream effect had been planned for with Stage 2. J Recker said it would first need to be determined that the Eyre River had the capacity. Modelling would need to be done, to look at what the capacity was with alignment in Stage 2. There was no recourse on the developers of residential subdivisions and John Cooke noted his concern with the impact of developments in the future. He suggested that there was still no plan in place if there was a significant rain event and how to get the water from the land into the Waimakariri River. J Recker responded that the Council had done a lot of work in recent years with flood mitigation, modified stop banks and pumps to remove water.

J Cooke asked if there was any update on the Revells Road/Tuahiwi investigation. J Recker advised that this was still to be investigated by the Council Flood Team but agreed to provide an update on this to the Committee when this was available.

Moved J Cooke

Seconded Councillor T Fulton

THAT the CWMS Waimakariri Zone Committee:

- (a) **Receives** this information with consideration to the Committees 2021-2024 CWMS Action Plan and community engagement priorities.

CARRIED

4. COMMITTEE UPDATES – M GRIFFIN (CWMS FACILITATOR, ECAN)

4.1 Zone Committee Working Groups.

Biodiversity Working Group

No update available and the next Biodiversity Working group meeting to be set up in March.

Lifestyle Block Working Group

The Biodiversity Trust would be holding an “Unlocking Nature on Your Land Workshop” from 6 – 9pm on Wednesday 13 March, at the Fernside Hall. Carlyne would be speaking on the Top Ten Tips for Lifestylers at this workshop. Noted that there are more of these leaflets being printed and Carlyne encouraged members to share these with any appropriate groups or organisations/businesses.

Monitoring Working Group

Erin noted the report in the agenda could be taken as read.

There were no questions on these working group updates.

4.2 Environment Canterbury Updates.

Councillor McKay took this update as read.

Noted that it was mentioned that there would be a meeting or workshop set up to discuss the CWMS Zone Committee review and encouraged members to give consideration to this discussion and the future of Zone Committees.

ECAN LTP consultation opens on the 13 March and closes on 14 April. The proposed rate rise was 24%.

The next ECan Water and Land Committee meeting is scheduled for 13 March.

Regarding “Our Future Canterbury” and the Regional Policy Statement, this document was currently being worked on and shortly would be going out for peer review. This document should be available by mid-year to stakeholders.

4.3 Waimakariri District Council Updates – Councillor Fulton

Cam River Enhancement Fund Works

Projects proposed for autumn 2023-24 were approved at the Utilities and Roding Committee in November. There were projects for fencing, native planting and in-stream cobble placement improvements which are located in Tuahiwi along the Tuahiwi Stream (Waituere) and a tributary into the Cam River. There was also planned maintenance to remove sediment from sediment traps on the Middle Brook, and native planting along the South Brook.

Stormwater Network Discharge Consenting

It is expected that the stormwater network discharge consents for Kaiapoi, Oxford, and Woodend would be issued in the coming month, with commencement from the 1 April 2024. The Council was engaging with Mahaanui Kurataiao Ltd on reviewing the draft Rangiora Stormwater Management Plan and scoping projects for wahi tapu protection and mahinga kai enhancement to help meet the objectives of the consent.

Stormwater, Drainage and Watercourse Protection Bylaw 2018 review

Janet Fraser (WDC Utilities Planner) had commenced work on the review of the Stormwater Drainage and Watercourse Protection Bylaw 2018 (to be amended by 1 January 2025). The Waimakariri Water Zone Committee was not able to submit on this bylaw review, as it was a committee of Council, however feedback can be received, and personal submissions can be made as part of the consultation process. The review includes staff workshops and informal stakeholder consultations being undertaken from now until May approval of the draft bylaw for consultation in May, followed by a one month consultation period in June. A hearing panel would hear submissions and then deliberate in August and the recommendation to Council to adopt the revised bylaw would go to the 1 October council meeting.

4.4 Action points from the previous Zone Committee meetings.

- Kaiapoi River Salinity logger data – this information is still to be sourced.
- Further update still to come back to the committee on the realignment of the Northbrook Tributary. – Murray and Sophie to coordinate providing this information to the committee
- The Wai Connection representatives were in agreement to come to a later meeting of the committee. Murray to arrange this.

Moved J Cooke

Seconded A Reuben

THAT the CWMS Waimakariri Zone Committee:

- (a) **Receives** these updates for information.

CARRIED

5. CONFIRMATION OF MINUTES

5.1 Minutes of the Canterbury Water Management Strategy Waimakariri Zone Committee Meeting – 6 November 2023

Moved Councillor McKay

Seconded J Cooke

THAT the CWMS Waimakariri Zone Committee:

- (a) **Confirms** the Minutes of the Canterbury Water Management Strategy Waimakariri Zone Committee meeting, held on 6 November 2023, as a true and accurate record.

CARRIED

MATTERS ARISING

Councillor McKay advised that she was still waiting for a response from the Ecan Rivers Team regarding the spraying Willows, a matter raised by M Bate.

6. **GENERAL BUSINESS**

Regarding the Committee membership refresh for this year, M Griffin advised that it was planned to defer this until later in the year.

KARAKIA

A Reuben provided a karakia to close the meeting.

NEXT MEETING

The next meeting of the CWMS Waimakariri Water Zone Committee is scheduled for Monday 6 May 2024 at 4pm.

There being no further business, the meeting closed at 6.10pm.

CONFIRMED

Chairperson
Carolyn Latham

Date

WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF THE MEETING OF THE AUDIT AND RISK COMMITTEE HELD IN THE COUNCIL CHAMBERS, RANGORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON TUESDAY, 12 MARCH 2024, WHICH COMMENCED AT 9AM.

PRESENT

Deputy Mayor N Atkinson (Chairperson), Councillors T Fulton, J Goldsworthy, J Ward, and P Williams.

IN ATTENDANCE

Councillors B Cairns, P Redmond

C Brown (Acting Chief Executive/ General Manager Community and Recreation), N Robinson (General Manager Finance and Business Support), S Hart (General Manager Strategy, Engagement and Economic Development), T Kunkel (Governance Team Leader), A Smith (Governance Coordinator). G Bell (replacement General Manager Finance and Business Support)

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

No conflicts of interest were noted.

3 CONFIRMATION OF MINUTES

3.1 Minutes of a meeting of the Audit and Risk Committee held on Tuesday 13 February 2024

Moved: Councillor Fulton

Seconded: Councillor Williams

THAT the Audit and Risk Committee:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of a meeting of the Audit and Risk Committee, held on 13 February 2024.

CARRIED

3.2 Matters Arising

There were no matters arising.

4 PRESENTATION/DEPUTATION

4.1 Bancorp – Miles O'Connor

M O'Connor was in attendance and provided an update on the economy to the Committee. A PowerPoint presentation was shown to assist with the update.

Currently the tightening cycle of rising interest rates had come to an end and was expected to be entering an easing cycle. M O'Connor highlighted recent events and summarised the Monetary Policy Statement which was released on 28 February 2024. However the Reserve Bank was being more pessimistic, pointing to risks in the economy and inflation, interest rates easing and a slowdown of global markets, especially in China. This would push interest rates down by approximately 25 points and have continued to fall. Since then inflation had dropped to 4.7% however tradable inflation was

slightly higher at 5.9%. Services that were non-tradable included rentals, construction costs, insurance, electricity and rates.

Slides highlighted the United States (US) 10 year Treasury bonds compared with the New Zealand 10 year Government bonds with a slide showing the National Debt of the US, noting that the US government debt increased by \$1 trillion every 100 days. Regarding interest rates, Bank economists predicted that interest rates would start coming down sooner (middle of this year to early next year) than what the Reserve Bank were anticipating (middle of 2025). Financial markets believed the official cash rate (OCR) would start reducing between August and October 2024. M O'Connor provided an update on the OCR hiking and easing cycles since 1999 and also on the OCR 90 day and seven year swap rates for the last five years.

The Waimakariri District Council's minor breach of debt in 2023 was discussed. This occurred at the time when interest rates were elevated however since October 2023 these had fallen dramatically. This Policy breach could be rectified with updates in swaps and a suggested strategy was discussed.

M O'Connor spoke briefly on the Water Reforms, noting there had been no policy announcements to date and that funding tools would not be known until 2025. There had been inferences that new financially independent council-controlled organisations would be created. If this was the case, these organisations would be financially independent and would need to stand on their own merits. They would no longer be able to access LGFA, meaning a higher cost for funding. It was advised that this council should carry on business as usual.

Questions

Regarding the level of debt in the United States, Councillor Redmond enquired what effect this was having on the global economy. M O'Connor said the end result was unknown, however the level of spending in the US had been exponential during the last and current Presidential terms. The interest alone on US debt would soon surpass the spending on military which was estimated at \$800-900 million per year.

There was discussion on household mortgages in the US, noting they were usually set for a term of 30 years which had insulated a lot of homeowners on the financial impact of rises in interest rates. This was unlike what had happened in New Zealand with some mortgages being fixed for short terms. The increases in interest rates had impacted on households and affected the level of consumer spending dramatically, with retail sales down 6.6%.

The Reserve Bank indicated that the economy was not in a recession, however there were many areas of the country experiencing difficult financial times and the only sector that was showing any success currently appeared to be tourism. M O'Connor noted that there were many local authority clients who had advised of sharp increases in rates arrears.

Councillor Ward noted that this Council's LTP was conservative, however there was considerable growth in the district which needed to be managed. The current debt was \$180m and this was predicted to increase to \$220m. M O'Connor responded that as interest rates started to fall, there would be swaps taken out to protect against high interest rates. M O'Connor noted his biggest concern with the local government sector was rates affordability and the ability of some Councils to pay for expected capital expenditure. Waimakariri District Council was in an enviable position where it did not have massive capital expenditure increases.

Councillor Fulton enquired if it was government/public debt or private debt that was under the greatest pressure. M O'Connor responded that New Zealand had a reasonably low percentage of government debt to Gross Domestic Product (GDP) and there was a higher percentage of private debt, as a result of mortgages. This had impacted greatly on consumer spending, and rates

affordability was also an issue across the country. He concluded that this Council was in a better position than some other Councils.

The Chairperson thanked M O'Connor for attending the meeting and his presentation.

5 **REPORTS**

5.1 **Enterprise North Canterbury's Draft Statement of Intent for the Financial Year beginning 1 July 2024, Approved Six Month Report to Council 31 December 2023, and Promotion of Waimakariri District Six Month Report 31 December 2023 – Nicole Robinson (General Manager Finance and Business Support) and Simon Hart (General Manager Strategy, Engagement and Economic Development)**

ENC Chief Executive, Heather Warwick, Visit Waimakariri District Promotions Manager, Miles Dalton were in attendance to present the Six Month report for operations and promotions. Chairperson, Clare Gifford was also in attendance to present the Statement of Intent.

S Hart introduced the report and the ENC Statement of Intent for the financial year commencing 1 July 2024.

H Warwick spoke to a PowerPoint presentation which highlighted the work carried out over the six months ending 31 December 2023. The upgrades that were able to be done on cycle trails in Waimakariri, using DIA funding, had almost been completed. Approximately 27km had been upgraded, with wheelchair accessibility. ENC was working with ECan and Te Kohaka O Tuhaitara Trust on signage and the trails were expected to be completed by 30 June 2024. Stage 1 still to be undertaken was the Wheels to Waipara with the work in Waimakariri completed and it was now up to Hurunui District Council to continue the trail from Leithfield to Waipara. There was already 18km of cycle trails in the vineyards in Waipara. The ultimate aim was the Picton to Christchurch cycleway which would require a collaborative approach by the five Councils involved for this to progress.

The advertising promotional video "Waimakariri, why not make a day of it" was shown. This promotion had run from November 2023 until 4 April 2024 on many forms of digital and social media.

North Canterbury Business Awards would be held again in 2024. The 2023 Awards and gala dinner was a great success, with 370 guests attending the gala dinner and ceremony.

The Mt Oxford Forest conservation area had achieved International Dark Sky Accreditation in the last few months. The establishment of a Dark Sky Trail had the potential to bring in \$46m per year in additional income to areas along the trail. This would also bring more visitors to Oxford and its Observatory. ENC would be collaborating with Kaikoura, Hurunui, Selwyn, Methven, Timaru and McKenzie to create a Dark Skies trail.

Another promotion had been the North Course, in which restaurants and cafes produced meals using local produce from North Canterbury and matched these with local beverages. This would now be an annual event. Local supermarkets also joined in by promoting local produce. The ENC website had also recently been modified, so all local food and beverage producers could be profiled, at no cost.

A marketing campaign on living and working in North Canterbury had been developed. This project commenced over the last six months and a new website had been developed, which provided information on living here. A Tool Kit had also been developed for employers to download. This was a work in progress, after interviewing 22 large businesses, it had been decided to put

the digital marketing campaign on hold, until there was an appetite for these businesses to fund this initiative and there was a genuine need. ENC would continue to work closely with local businesses and industry. A Mainpower funded video was shown.

ENC had produced a new Strategic Plan for the next ten years following workshops held with staff, the ENC Board and the Board of Mainpower. There were three key themes in the Strategy:

1. Develop and maintain a strong regional brand identity.
2. What we do well – supporting new and existing businesses to grow and prosper.
3. Grow business numbers and working with investors to develop new visitor attractions.

Clare Gifford (ENC Board Chairperson) spoke to the ENC Draft Statement of Intent and the ten year Strategic Plan. The ENC team was small but highly motivated and staff produced a multitude of different projects and the success of these projects was how they promoted and engaged with the community.

Questions

Deputy Mayor Atkinson referred to projects that were deferred in 2023 and enquired if they were being worked on. H Warwick responded that the Profit and Loss showing a deferral, wasn't a deferral of projects, but of spending. The timing of these projects, for example the Cycle Trail, was a timing matter.

Councillor Williams had concerns that there were parts of the cycle trail in Kaikoura District, that was not going to be progressed, due to issues with the tunnels and railway. H Warwick was not aware of this. In response to a further question from Councillor Williams on the 27km of cycleway, H Warwick responded that the cycle trail in Waimakariri finishes at the Waikuku Bridge over the Ashley River. Awaiting the Woodend bypass so this may development over the next two to four years. The cycleway was looking positive for what had been completed here in Waimakariri and was hopeful that the Hurunui district would continue to seek funding to continue with its part of the cycle trail.

Councillor Ward noted the current challenges for securing funding for local promotions associations and H Warwick responded that ENC was constantly endeavouring to secure funding from external agencies.

Councillor Fulton question on the Dark Sky Trail. H Warwick spoke on the areas and proposed attractions to be included in this trail would Hanmer Springs, Oxford, Methven and finishing in Tekapo.

Following a question from Councillor Cairns on the video 'Waimakariri – why not make a day of it', H Warwick said this was intended to be a promotion for the district of Waimakariri and did not choose to identify the specific sites that were shown in the promotional video.

Regarding the gross sales made over the past six months, Councillor Cairns asked how many of these would be for providers of local attractions. It wasn't considered that this would be a big part of this income, noting that ENC charge a 12.5% commission and some local operators do not wish to pay this.

Regarding the impact of visitors coming to Kaiapoi with the Motor Home Association site, the exact numbers of those coming into the I-site centre from the site were not known specifically however they were introducing a new way to count numbers who were visiting the ENC premises in Kaiapoi. The visitors to the Association had a positive impact on the businesses in Kaiapoi. C Gifford noted Silverstream was not seeing any of the increased market from the Motor Home Association. She would like to have some discussion on

installing signage and information to attract visitors to the Silverstream and promote the area.

Councillor Redmond questioned the figures in the staff report showing compensation received from Local Authorities and queried the possibility for the Hurunui District Council to provide a fixed contribution for the next three years. In response, H Warwick advised that the figure increased by 10% in the last year, as all other costs had increased. It was confirmed that ENC do not undertake any district promotion for Hurunui district.

Regarding the venues that ENC hired for events, Councillor Redmond asked if they prioritised the hire of Council venues, such as for the Business Awards function. H Warwick advised that the cost of hiring venues was always taken into account when endeavouring to keep the price of tickets as low as possible. For example the ticket price to last years ENC Business Awards function was \$195 per ticket. S Hart added it was a matter of balancing the cost to ENC for hosting the awards function and the cost to ratepayers.

Councillor Williams referred to the three new businesses that had been established in the district for which ENC had provided assistance to and asked if there would be follow-up support in months to come. Councillor Williams would like to see a report back to the Council on how these businesses were progressing and to see any follow up results, rather than just when a business was starting up.

Councillor Fulton mentioned the poor state of a lot of Heritage Trail signage in some parts of the district. It was pointed out that the Heritage Trail was no longer in existence, so there would need to be a process undertaken to have these signs removed.

Moved Mayor Gordon

Seconded Councillor Ward

THAT the Audit and Risk Committee:

- (a) **Receives** report No 240219023703.
- (b) **Receives** the following reports for Enterprise North Canterbury, the:
 - i. Enterprise North Canterbury's Draft Statement of Intent for the Financial year beginning 1 July 2024 (240219023457).
 - ii. Enterprise North Canterbury Promotion of Waimakariri District Six Month Report 31 December 2023 (240219023456).
 - iii. Enterprise North Canterbury's Approved Six-Month Report to Council dated 31 December 2023 (240219023455).
- (c) **Notes** that under the Local Government Act 2002, the Audit and Risk Committee may request Enterprise North Canterbury to make changes to the Statement of Intent (SOI). If this were to be the case, Enterprise North Canterbury would consider the requested changes and represent the Statement of Intent prior to 30 June 2024.
- (d) **Acknowledges** the work carried out by Enterprise North Canterbury and thanks the Trustees and staff for their efforts.
- (e) **Circulates** the report to the Community Boards for information.

CARRIED

In supporting this recommendation and the ENC Statement of Intent, Mayor Gordon noted his support for the Wheels to Waipara cycle trail through the district. Mayor Gordon responded to previous discussion on the use of Mainpower Stadium, and noted that this was a multi-use venue, though predominantly used for sport, it was intended to be used for many different events. Mayor Gordon noted that there had been discussions at Hurunui District Council and Kaikoura District Council and the questions raised by

Councillor Redmond on contributions may well be resolved following these discussions. Mayor Gordon believed that the support for ENC was for the work that they do in our district, and that they really deliver with the work. ENC were thanked for their continued promotion of this district.

Councillor Ward extended thanks for the work of ENC which was important to the district.

5.2 Te Kōhaka ō Tuhaitara Trust - Statement of Intent for the Year ending 30 June 2025 – Chris Brown (General Manager Community and Recreation)

Trust Chairperson, Joseph Hullen was in attendance to present the Trust's Statement of Intent.

C Brown introduced the report which presented the Statement of Intent for Te Kōhaka ō Tuhaitara Trust for the year ending 30 June 2025 to be considered by the committee. This showed the intended work of the Trust both in the wider trust area and more specifically in Huria Reserve. The report was taken as read.

Regarding the projections for the Kairaki leases, J Hullen noted that these were very conservative. It would probably take more than one year to lease all the sections. Currently lease agreements had been signed for four sections with the projection to be ten leases for the first year.

Regarding funding, Councillor Redmond noted that there was provision for a 9.2% increase in Council funding and questioned why this increase was proposed. This needed to be clarified by staff and would be advised to the Council through the LTP process.

Moved: Deputy Mayor Atkinson Seconded: Mayor Gordon

THAT the Audit and Risk Committee:

- (a) **Receives** report No. 240215022164.
- (b) **Receives** the Statement of Intent for Te Kōhaka ō Tuhaitara Trust for the year ending 30 June 2025 (TRIM 240215022313).
- (c) **Notes** that under the Local Government Act 2002, the Audit and Risk Committee may request Te Kōhaka ō Tuhaitara Trust to make changes to the Statement of Intent. Te Kōhaka ō Tuhaitara Trust would consider these changes requested and re-present the Statement of Intent prior to the 30 June.
- (d) **Recommends** seven proposed changes to the draft Statement of Intent from the 2023/24 Statement of Intent for Te Kōhaka ō Tuhaitara Trust

CARRIED

Deputy Mayor Atkinson commended the Te Kōhaka ō Tuhaitara Trust on the work it was doing and looked forward to the continued work in years to come.

Mayor Gordon supported the Statement of Intent and also acknowledged the work of the Trust which had been ongoing for a number of years and the partnership with the Council was one of which he was proud of. Mayor Gordon also extended thanks to Joseph Hullen for his role as Chair of the Trust.

J Hullen took this opportunity to acknowledge the support that the Trust got from the Council. The relationship was a genuine co-governance arrangement, managing a large area of land. He took the opportunity to acknowledge the numerous activities that were available for anyone who visited Tuhaitara.

5.3 Reporting on LGOIMA Requests for the period 1 December 2023 – 29 February 2024 – Thea Kunkel (Governance Team Leader)

S Nichols presented this report which was a regular update on LGOIMA requests. The report was taken as read and there were no questions from members.

Moved: Councillor Williams

Seconded: Councillor Fulton

THAT the Audit and Risk Committee:

- (a) **Receives** Report No. 240226028816 for information.
- (b) **Notes** that the Council received 62 requests and responded to 56 official requests of information from 1 December 2023 to 29 February 2024, which was 32 more than the 24 official requests responded to in the same period in 2022/23.

CARRIED

6 PORTFOLIO UPDATES

6.1 Audit, Risk, Annual / Long Term Plans – Councillor Joan Ward

LTP Consultation would commence on Friday 15 March and run to 15 April. The Consultation Document received an unmodified opinion from the Auditors. The progress of some projects were still unknown with NZTA still to advise its funding decisions. In discussions with counterparts at other Councils, it appeared that the increase in audit requirements and level of information requested by Audit NZ for the Long Term Plan had been consistent across the board. Audit NZ would return at the end of May 2024 to audit the final LTP document.

Councillor Ward extended a welcome to Greg Bell, who would be relieving General Manager Finance and Business Support, commencing with the Council on 18 March 2024.

6.2 Communications and Customer Services – Councillor Joan Ward

Customer Service Update:

- There were 225 LIMs issued in February, which was the highest number for a February since 2012. Applications were turned around in five days.
- The third rates instalment was due in February and penalty letters were sent out to 1,848 ratepayers, where all or part of the third instalment was unpaid.
- Some Customer Service staff had a first look at the new Datacom computer system during key user training held in February 2024.

Councillor Williams asked if there had been an increase in people applying for rates rebates and N Robinson responded that there had not been a significant increase, more of a gradual increase over time.

Communications Update:

- The Parks Week promotion was held from 2 – 10 March 2024 during which many different parks in the district were featured and the positive influence of getting outside and spending time in these parks was promoted. There were also several fun events held across the district on Sunday 3 March to celebrate Childrens Day.
- Nine communication plans were worked on in the last quarter of 2023, staff worked on 25 news stories and received 101 media inquiries.

- The website had 140,000 visits, up 8,000 from the same period in 2023.
- There were 369 internal website changes requested by staff.
- Social media followers on Facebook total 23,749
- Council had a new platform in Instagram now operating, with a following of 460 and growing.
- Deputy Mayor Atkinson suggested the need for a workshop with the Council and Communications staff on encouraging people to use the Council's website to source information and the best way to channel that. Staff would follow up with this workshop request.

7 QUESTIONS

There were no questions.

8 URGENT GENERAL BUSINESS

There was no urgent general business.

9 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 Deputy Mayor Atkinson

Seconded Councillor Goldsworthy

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

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

| Meeting Item No. and subject | Reason for excluding the public | Grounds for excluding the public- |
|--|--|--|
| Confirmation of Minutes of the Public Excluded portion of the Audit and Risk Committee meeting on 13 February 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)). |

CARRIED

CLOSED MEETING

See Public Excluded minutes.

OPEN MEETING

Resolution to resume open meeting

Moved Deputy Mayor Atkinson

Seconded Councillor Williams

THAT the open meeting resumes and the business discussed with the public excluded remains public excluded.

CARRIED**NEXT MEETING**

The next meeting of the Audit and Risk Committee will be held on Tuesday 14 May 2024 at 9am.

There being no further business, the meeting concluded at 10.36am.

CONFIRMED

Chairperson
Deputy Mayor Neville Atkinson

Date

MINUTES OF A MEETING OF THE COMMUNITY AND RECREATION COMMITTEE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY 19 MARCH 2024 AT 3:30PM.

PRESENT

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

IN ATTENDANCE

Councillors T Fulton, J Goldsworthy and P Williams.

J Millward (Chief Executive), C Brown (General Manager Community and Recreation), G MacLeod (Community Greenspace Manager), P Eskett (District Libraries Manager), T Sturley (Community Team Manager), I Carstens (Team Leader Resource Consents), M McGregor (Senior Advisor Community and Recreation), O Stewart (Airfield Manager and Safety Officer), B Steven (Policy Planner), J Mason (Landscape Architect) and C Fowler-Jenkins (Governance Support Officer).

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

None.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the Community and Recreation Committee held on 20 February 2024

Moved: Councillor Cairns

Seconded: Councillor Redmond

THAT the Community and Recreation Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the Community and Recreation Committee, held on 20 February 2024, as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

Nil.

4 DEPUTATIONS

4.1 Community Wellbeing North Canterbury Trust (The Trust) – Deidre Ryan

D Ryan explained that the Trust provided free social and community services to support the wellbeing of North Canterbury. The Trust strived to be a values-need organisation that put those whom it served at the forefront. The Trust provided:

- family social work.
- promoted wellbeing and positive mental health for tamariki in primary schools.
- provided wellbeing support for Rangatahi including counselling and specialist alcohol and drug support. The Trust had a wellbeing coordinator who worked in secondary schools with Rangatahi and families, supporting them with a range of

mental health and wellbeing issues. The coordinator also ran a parent drop-in service where they could get free advice and support on these issues.

- provided early childhood education through their Karanga Mai service.
- the Trust had a food bank and volunteers through Kaiapoi Community Support.
- provided a restorative justice service and a trust next steps facilitator who supported people and whanau in gaining access to a range of services.
- Aōraki te Rā which supported people who had been impacted by death through suicide.
- Rangatahi mentor, who worked alongside young people who were transitioning from Oranga Tamariki to independence.

D Ryan noted that the Trust had been operating for 36 years in the Waimakariri and Hurunui Districts. The majority of its funding came from contracted services and grants. The Trust also received some support from the Waimakariri and Hurunui District Councils. The Trust worked hard to keep itself accountable to its supporters and the community. It evaluated the impact of its programmes, and it was found that 97% of its clients were satisfied with the trust's services.

D Ryan commented on the economically challenging climate, noting that the need for food parcels had increased over the last three years. In the last seven months, the food bank distributed 1,155 food parcels, and in the last year, it spent \$45,000 on food for the community. Thanks to the generosity of the community and the Trust's Christmas-giving partners, the Trust gave out 1,400 Christmas presents to families in need. The Trust will be launching a new initiative in conjunction with Karanga Mai called Kai is Life, which was aimed at teaching tamariki about where their food came from.

In response to a question from Councillor Redmond, D Ryan advised that the Council's financial contribution did not include the use of Council facilities.

Councillor Cairns asked if the Karanga Mai was growing fruit on site. D Ryan noted that there were some fruit trees on site; however, they went foraging around the area and at the Kaiapoi Food Forest.

Furthermore, Councillor Cairns questioned whether having a small food forest nearby would be advantageous for the tamariki and that centre, and D Ryan confirmed that it would be a great advantage.

Mayor Gordon commended D Ryan and the team for their work. He visited the food banks prior to Christmas and was really impressed. He saw the families selecting the presents and thought that was a really empowering thing to do.

Councillor Brine also thanked D Ryan for all her work and the presentation.

5 **REPORTS**

5.1 **Libraries Update to 7 March 2024 – P Eskett (District Libraries Manager)**

P Eskett highlighted the following:

- The new 'Our Stories Make History' initiative, which aimed to support students in exploring their identity through the lens of local history. It was an idea in response to a rapidly evolving New Zealand History curriculum.
- The 3D printer provided an opportunity for young people to prototype design development, conceptualise ideas, and understand the structural and visual qualities of a piece they wanted to design.
- The shelving in the Rangiora Library was over 30 years old and no longer compliant with health and safety or seismic standards, it was unable to be moved easily or

adjusted for the daily rhythms of the modern library public services. Visitors to the library had very little choice in the space that they may use. Libraries staff had almost daily occurrences of distressed visitors with increased social and psychosocial needs. Staff had worked through the costs and anticipated that, with a \$20,000 contingency, they would be able to replace the shelving for \$232,000. Staff were requesting a reallocation of money from the Library Resources budget, which had been reported to the Council in previous meetings.

Councillor Cairns enquired about what would happen to the old shelving. P Eskett noted that another district council, which had not been able to replace its shelving for more than 30 years, had requested if it may have some of the shelving. The Council investigated other options for the disposal of the remaining shelving.

Councillor Cairns asked if the increase in distressed visitors was only at the Rangiora Library and if steps were being taken to ensure staff safety.

P Eskett noted that libraries across New Zealand were experiencing an increase in antisocial behaviour. As the busiest library in the Waimakariri District, the Rangiora Library dealt with the more distressed visitors. The situation was aggravated by the inability to offer separate spaces for activities and the background noise the activities could generate.

Councillor Williams noted the reallocation of \$162,000 from the Libraries Resource Purchase budget and questioned whether projects would not be funded due to the realisation. P Eskett explained that additional funds were available as funding was not committed over the covid period because of supply chain challenges, therefore, no projects would miss out on funding.

Moved: Mayor Gordon

Seconded: Councillor Blackie

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 240306035239.
- (b) **Notes** the customer service improvements.
- (c) **Notes** that the current estimate to replace shelving at Rangiora Library is \$232,000, based on an estimated linear metre rate of \$1,367 for shelving, including hardware and fittings.
- (d) **Approves** a reallocation of \$162,000 from Libraries Resource Purchase (Capital Projects) 100132.000.5023 to Rangiora Shelving Renewal.
- (e) **Notes** that the required balance of \$70,000 is budgeted for and allocated in Rangiora Library and Fittings Renewals 101809.000.5033.
- (f) **Notes** that if the funding reallocation is approved, staff will begin the tendering process in March 2024.
- (g) **Circulates** the report to the Community Boards for their information.

CARRIED

Mayor Gordon thanked P Eskett for a thorough report and commended staff for identifying savings to fund the new shelving, which had been a priority for some time. He commented that he had an opportunity to see how the new digital system works and was impressed. Mayor Gordon was constantly astonished by the work that library staff did. He received nothing but compliments about the Waimakariri Libraries and the important role they played in the community.

Councillor Blackie endorsed Mayor Gordon's comments.

5.2 **Covid-19 Social Recovery – Key Projects Update – T Sturley (Community Team Manager)**

T Sturley provided an update on a number of projects that resulted from the recovery from Covid-19. Many of these projects had now been absorbed into the Community Team's business as usual. She highlighted the nature of community-based planning, in particular, the progress of the food security project. She noted that staff and Social Services Waimakariri were working hard to ensure the Next Steps Website was being used across the district. The website had had 7,100 hits. T Sturley

T Sturley commented that three lease agreements had been signed for the Kaiapoi Community Hub, and staff were working with Men's Shed to clarify and address queries that had held up the signing of their lease. She also noted that following a lengthy, collaborative process Ngā Toi o Waimakariri – Waimakariri Arts Strategy had been published. The Council was planning on launching the strategy in May 2024. In conclusion, T Sturley highlighted the success of the Mayor's Taskforce for Jobs.

Councillor Cairns noted that Food Secure North Canterbury has been used by the Ministry of Social Development as a 'best practice' exemplar for creating a food-secure District. He asked if the Council would continue to fund that organisation. T Sturley undertook to investigate the matter and report to the Committee.

Councillor Cairns enquired if staff had received any feedback from the participants who were able to find employment through the Mayor's Taskforce for Jobs. T Sturley commented that the animated conversations she heard indicated that they were very delighted.

Moved: Councillor Cairns

Seconded: Councillor Mealings

THAT the Community and Recreation Committee:

- (a) **Receives** report No. 240307035863.
- (b) **Notes** the collaborative approach applied to facilitating social recovery from COVID-19, which gives effect to the social recovery aspects of the Council's 2020 draft COVID-19 Recovery Plan.
- (c) **Notes** a number of key projects, including Food Security, the Kaiapoi Community Hub, Arts Strategy Development, and the establishment of the 'Next Steps' website, including the acquisition of funding for its development, promotion, and maintenance.
- (d) **Notes** that, with the Central Government's significant financial contribution and the collaborative approach, sound governance, and planning applied to date, key funders, including the Rata Foundation and the Department of Internal Affairs (DIA), have expressed interest in continuing to support the further development of these projects, as appropriate.
- (e) **Notes** that Food Secure North Canterbury has been used by the Ministry of Social Development as a 'best practice' exemplar for creating a food-secure District.
- (f) **Notes** that the purchase and fit-out of the mobile hub were fully funded externally and that the hub fit-out has now been completed.
- (g) **Notes** the success of the Mayor's Taskforce for Jobs pilot, resulting in a two-year contract with progress, year to date, detailed in this report.

- (h) **Notes** that the Council has now adopted the Waimakariri Arts Strategy, and staff are currently programming implementation, which will commence in the new financial year.

CARRIED

Councillor Cairns commented on the detailed report and thanked staff for the work they were doing.

Councillor Mealings noted that the Community Team was doing essential work that improved the lives of people in the Waimakariri District. She was proud to be a part of the Council that had such a team working for the community.

Mayor Gordon noted that he was looking forward to seeing the Mobile Community Hub in action. He commented that supporting the Loburn community after the fire had taken up much of T Sturley's time. She was able to access funding that would significantly help the community recover. He was proud of where the team was at and supported the impact they were making.

Councillor Brine noted that he was impressed with the young people who obtained their licenses through the Mayor's Taskforce for Jobs.

5.3 **Aquatics March Report – M Greenwood (Aquatics Manager)**

C Brown spoke to the report, noting that aquatics customer attendance was still strong and tracking in a positive direction. A lot more talented people had come through the recruitment process, and the Council was able to recruit additional instructors to take on the extra learn-to-swim. Recreation Aotearoa's Poolsafe assessment was completed, and the Council passed. The summer pool wrap-up was also done. Staffing levels and greater availability enabled access right up to the season's end, unlike in previous years. Unfortunately, Oxford, at times, experiences cold weather, which cooled the pools and kept customers away.

Councillor Fulton noted that the Lions Club did not want to proceed with covering the Oxford pool. C Brown noted that the Council compiled a District Aquatic Strategy three years ago, which was being revised during the Draft 2024-34 Long Term Plan process. The strategy identified the district's priorities, which included the development of hydrotherapy and leisure facilities in Kaiapoi and Rangiora, not the covering of the Oxford Pool.

Moved: Councillor Blackie

Seconded: Mayor Gordon

THAT the Community and Recreation Committee:

- (a) **Receives** Report No. 240228031048.
- (b) **Notes** Aquatic Facilities progress against key performance indicators including facility Attendance and a Financial result, \$118,000 better than budget.
- (c) **Notes** increased interest in Aquatics recruitment activities.
- (d) **Notes** a result of 96% for overall customer satisfaction as part of our biannual customer satisfaction survey which is up from our previous result of 94% six months prior and ahead of our target of ≤90%.
- (e) **Notes** a successful audit by Poolsafe, pending final feedback.

- (f) **Notes** that more seasonable weather means the summer pools were well attended this season.
- (g) **Circulates** this report to the community boards for their information.

CARRIED

Councillor Blackie thanked M Greenwood; he noted that in the current economic climate, the aquatic facilities were doing well.

Councillor Brine expressed a concern regarding staff shortage due to illnesses.

6 CORRESPONDENCE

Nil.

7 PORTFOLIO UPDATES

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

- Ashely Gorge Advisory Group hosted a successful fun day.
- He met with the Harbour Master to discuss the challenges of dealing with unruly youths at the Kaiapoi River marina.
- Huria Reserve – The stage three contract had come in under the engineer's estimate and work will commence soon.
- Te Kōhaka o Tūhaitara Trust – The Trust was recruiting a new General Manager. The young man who was involved in the fire and the restorative justice came to the Trust as part of his rehabilitation. He had turned around and was now employed.

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

- Staff were planning to close down Kaiapoi and Rangiora Aquatic facilities for maintenance. It would be well advertised to the community.
- MainPower Stadium - Staff was working on clarifying the building's role in a civil defence emergency. Solar panel discussions were continuing, the current proposal looked favourable, and a report with details would be coming back to the Council.
- Southbrook Sports Club – A meeting was held, which several Councillors attended. The point was emphasised that the Club needed to submit to the Council's Long Term Plan and ways forward on raising the extra money.

7.3 Community Development and Wellbeing – Councillor Brent Cairns.

- Received many complaints regarding the challenges being experienced by those living and working on the Kaiapoi River. Youths swimming close to boats, youths urinating into the river, youths dive bombing people, damaging infrastructure on the marina (electrical boxes, life preservers), rubbish, unsociable behaviour, and intimidating visitors.
- There had been issues with the speed of boats and jet skis going up and down the river. Despite Environment Canterbury (ECan) installing large Buoys with a 5knot speed limit. This summer season, ECan invested more time in monitoring the Kaiapoi River and educating the drivers, and behaviour was slowly changing. However, more signage and education were needed.

- Volunteer Expos were hosted throughout March 2024 in Rangiora, Kaiapoi, and Woodend. There was a good turnout in Rangiora; however, Kaiapoi was rather light in terms of numbers, which may have been due to it being hosted on a Thursday night rather than a Saturday.
- Attended Kaiapoi Garden Awards presentation. The overall garden winner was Jane Hughes, for her work on a neighbouring Council reserve. At the March Kaiapoi-Tuahiwi Community Board meeting, it was decided that the reserve would be named “Janes Garden Reserve” as an acknowledgement of the years of work and the investment Jane had put into this public reserve.
- Kaiapoi Food Forest hosted tours on 10 March 2024 as part of Openfarms.co.nz events day.
- Ashley Gorge Reserve Advisory Group, after conducting successful fundraising events, was planning to install a path that they plan to make accessible (suitable for wheelchair users, etc.).
- Oxford Promotions Association Annual General Meeting.
 - No change to Chair, Treasurer, Secretary and Deputy Chair positions.
 - Membership was up when compared to 2023, currently at 50 plus.
 - Expanding the number of business members by expanding the geographical boundary of the group.
 - The Treasurer was to create a budget for 2024 events, as there was overspending when compared to income due in main to a number of expenses, donations to Dark Sky, Jingle, etc.
- Kaiapoi Promotions Association had its first Mix and Mingle event at CBK Kaiapoi. One new member attended, but it was disappointing to see a low turnout.
- Staff were conducting a targeted survey of local Kaiapoi businesses about having a “night market” in Kaiapoi. At this stage, staff were reporting a low response rate.
- Food Secure North Canterbury held one of the three planned yearly community meetings. Angela Clifford, CEO of Eat New Zealand, was the guest speaker. This forum kicked off a series of three events focused on fostering collaboration and innovation to address local food security challenges.
- Pegasus had raised over \$8,000 for the community CCTV camera project. Sovereign Palms, as of last Friday, had enough funds for three community-funded CCTV cameras. Community Watch asked if the Council-owned cameras in Kaiapoi could be cleaned, which was happening this week or, at the very latest, next week.
- Rowing for Life passed through Waikuku on 9 March 2024, raising money for various charities.
- Kaiapoi High School was to start the CACTUS leadership program again. This program was great for the students who were chosen to attend it. The Kind Foundation partly supported the Course.
- Arthur Burke Amberley had provided a brand new vehicle to North Canterbury Neighbourhood Support to assist with the great work they were doing. Wendy Howe of the Community team had been taking the Trust through a review of their Vision, Values and Strategy.
- Kaiapoi Food Forest Trust had started developing the funding strategy to build the educational hub and had also been having meetings with staff to go over what costs the Trust would incur in relation to Development Contributions etc. A national company approached the Trust to fund a marketing strategy to assist in securing funding. They came back with an impressive presentation along with lists of companies that we should approach to request funding from.
- The Community Van (externally funded) was now sign-written and ready to support the community events, etc. I believe staff were working on a policy as to where the van would be used in the community.
- Waimakariri Stash and Swap event would at the Kaiapoi library on 23 March 2024.
- The “The Last Wednesday” Rangiora Business Mingle would be held on 27 March 2024.

- The Back to Basics event would be held on 20 April 2024.
- North Canterbury Youth Futures Business breakfast will be held on 30 April 2024.

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

- The mural in Kaiapoi on the Cure Rowing Club building, which the Waimakariri Public Arts Trust were managing, was proceeding well.
- Approximately 200 people in attendance attended the Silverstream event.
- Arts Strategy was finalised and would be launched in May 2024.

8 **QUESTIONS**

Nil.

9 **URGENT GENERAL BUSINESS**

Nil.

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 is moved:

Moved: Councillor Brine

Seconded: Councillor Cairns

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

- Item 10.1 Report from Management Team Meeting of 11 December 2023.
- Item 10.2 Report from Management Team Meeting of 5 February 2024.
- Item 10.3 Report from Management Team Meeting of 11 March 2024.

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 are as follows:

| Meeting Item No. and subject | Reason for excluding the public | Grounds for excluding the public- |
|---|--|--|
| 10.1 Report from management Team Meeting of 11 December 2023 | Good reason to withhold exists under section 7 | To enable the local authority to carry on negotiations (including commercial and industrial) without prejudice or disadvantage, as per LGOIMA Section 7 (2) (i). |
| 10.2 Report from management Team Meeting of 5 February 2024 | Good reason to withhold exists under section 7 | To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(i)). |

| Meeting Item No. and subject | Reason for excluding the public | Grounds for excluding the public- |
|--|--|--|
| 10.3 Report from management Team Meeting of 11 March 2024 | Good reason to withhold exists under section 7 | To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(i)). |

CLOSED MEETING

Resolution to resume in Open Meeting

Moved: Councillor Brine

Seconded: Councillor Redmond

THAT open meeting resumes and the business discussed with the public excluded remains public excluded.

CARRIED

NEXT MEETING

The next meeting of the Community and Recreation Committee will be held on Tuesday 28 May 2024 at 3.30pm.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.48PM.

CONFIRMED

Chairperson
Councillor Robbie Brine

Date

WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF A MEETING OF THE UTILITIES AND ROADING COMMITTEE HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON TUESDAY 19 MARCH 2024, AT 9AM.

PRESENT

Councillors P Williams (Chairperson), R Brine, N Mealings, P Redmond, J Ward, and Mayor D Gordon (arrived 10:15am).

IN ATTENDANCE

Councillors B Cairns and T Fulton.

J Millward (Chief Executive), G Cleary (General Manager Utilities and Roding), K Simpson (3 Waters Manager), J McBride (Roding and Transportation Manager), K Straw (Civil Projects Team Leader) and C Fowler-Jenkins (Governance Support Officer).

1 APOLOGIES

Moved: Councillor Mealings

Seconded: Councillor Redmond

THAT an apology for lateness be received and sustained from Mayor Gordon, who arrived at 10:15am.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the Utilities and Roding Committee held on Tuesday, 20 February 2024

Moved: Councillor Redmond

Seconded: Councillor Ward

THAT the Utilities and Roding Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the Utilities and Roding Committee held on 21 November 2023 as a true and accurate record.

CARRIED

3.2 Notes of the meeting of the Utilities and Roding Committee held on Tuesday, 20 February 2024

Moved: Councillor Mealings

Seconded: Councillor Brine

THAT the Utilities and Roding Committee:

- (a) **Receives** the circulated notes of the workshop of the Utilities and Roding Committee held on 20 February 2024.

CARRIED

3.3 Matters Arising (From Minutes)

Nil.

4 DEPUTATION/PRESENTATIONS

Nil.

5 REPORTS

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

K Simpson provided an update on the ongoing Flood Recovery Work Programme. He noted that the staff had completed approximately 79% of the investigation work and was hoping to have it completed by the end of April 2024. The implementation of maintenance actions was 98% complete. K Simpson highlighted the following in terms of key focus areas:

- Cam River / Ruataniwha - Environment Canterbury (ECan) had completed the maintenance work, including tree felling and vegetation clearance, on the lower Cam River from the Kaiapoi River up to Bramleys Road.
- Tuahiwi area – The Council had completed heavy maintenance work at the Tuahiwi Stream, including trimming vegetation from the banks and removal of sediment from the bed along the main channel of the stream between Church Bush Road to the Cam River. Staff had identified the need to upgrade the diversion drain which ran from the corner of Te Pouapatuki Road and Greens Road out to the Cam River. These works were planned to be undertaken before winter.
- Waikuku Beach – Staff were addressing several smaller projects in this area. Detailed assessment was underway to determine the cause of flooding from the Taranaki Stream, which was higher than expected, although it would take some months to complete. The causeway between Pegasus and the beach had been identified as potentially stopping the use of some of the floodplain within the coastal area.

G Cleary noted that the catchment area had been extensively investigated as part of the modelling for the Taranaki Stream. The Infrastructure Strategy identified some funding for a major upgrade; however, this was outside the 2024-34 Long Term Plan timeframe. Staff had added the Taranaki Stream to one of the key areas that they would monitor.

Councillor Mealings questioned whether any of the planned stopbank improvement work in the Cam River would be near the Arohatia te Awa planting project. K Simpson noted that the Council was proposing improvements to several sections of the upper Cam River/Ruataniwha stopbank. Two of the sections located upstream from Bramleys Road were currently being programmed for construction and ECan would be undertaking work on two sections downstream. Staff were aware of the stopbank overtop near the motorway bridge. However, there were no immediate upgrades planned in this area.

In response to a further question from Councillor Mealings, K Simpson confirmed that the tender for the proposed work in Wilson Drive, Ohoka, had not yet been awarded.

Councillor Ward enquired if it would be better if ECan made the Ashley River outlet straight into the sea at Waikuku Beach. G Cleary explained that during the July 2023 flood event, the Ashley River breached its banks and carved out a new river mouth, which was a natural occurrence. To ensure that the Ashley River was routed to always flow straight into the sea would be a challenge because you would effectively be constantly trying to defy nature. G Cleary further noted that ECan had identified \$15 million in its draft 2024-34 Long Term

Plan for works on the Ashley River. Part of that work would be investigating the Ashley River's capacity. He expected that ECan would identify upgrades to stopbanks and potentially secondary stopbanks requirements. In terms of containing the Ashley River itself, it would be part of consideration.

In response to a question from Councillor Williams, K Simpson noted that 98% of the required maintenance actions had been identified and passed on to the Council's maintenance contractors. The maintenance contractors were currently very busy working on that package of work. However, he understood that they had more capacity if required. Staff was, therefore, confident that work would be completed before the winter. K Simpson confirmed that there was adequate budget for the works.

Councillor Fulton asked if the assessment of the backflow included the impact of housing growth. K Simpson explained that staff were undertaking modelling as part of the Taranaki Stream work, and ECan was also doing modelling as part of the Cam River Scheme Design. Both of the scenarios would consider the changes with additional development occurring in the catchment areas over the next 20 to 30 years.

Moved: Councillor Mealings

Seconded: Councillor Ward

THAT the Utilities and Roothing Committee:

- (a) **Receives** Report No. 240307035674.
- (b) **Notes** that all 86 investigations have been triaged, 11 are currently being scoped, 13 are under investigation, 29 have works being reviewed for approval, and 28 are complete.
- (c) **Notes** that all 126 maintenance actions have been triaged, three are work in progress, 21 have works programmed, and 102 are complete.
- (d) **Notes** that the total cost estimate for the flood recovery work is \$4.055 million.
- (e) **Notes** that the expenditure to date is \$1,974,998, and the final forecast expenditure remains at \$4.055 million.
- (f) **Circulates** this report to all Community Boards for information.

CARRIED

6 CORRESPONDENCE

Nil.

7 PORTFOLIO UPDATES

7.1 Roothing – Councillor Philip Redmond

- As we head into autumn, some activities were starting to draw to a close, a number of construction projects were progressing well, and two new projects were about to start. Autumn leaf fall was just starting and would become a key area of focus over the next couple of months.
- Staff were continuing to work with the Selwyn District Council on the Waimakariri Gorge Bridge Deck Replacement Project. Fulton Hogan had been awarded the contract. Scaffolding would be installed from 25 March 2024, and night works to replace the deck would begin straight after Easter.
- The resealing and Pavement Rehabilitation Programmes were continuing; however, they would largely be complete by early April 2024.

- The River Road Upgrade Project had been awarded to Stopforth Construction and was commencing this week.
- Higgins Ltd had commenced the Island and Ohoka Roads Intersection upgrade, with the widening areas and preparing for the first kerb pour. The first of the signal pole foundations had been poured.
- The Kerb and Channel Renewal Contract was continuing. Pidgeon Contracting had completed the work on Edward Street and had now moved into Geddis Street.
- The Palmer Street Upgrade contract had been awarded to EDR Contracting. Work started on site in late February 2024 and included kerb and channel renewal, water main, stormwater, and footpath renewals.
- Doubledays Footbridge was currently closed while repairs were being agreed upon and priced. The repairs would be completed before the bridge was reopened to the public, which was expected to take around three weeks.
- Pavement rehabilitation work on Tram Road was now complete. The Council had one failed area in the tie-in between the old and new pavements. Corde identified this early and repaired it very quickly; however, it would be monitored.
Councillor Williams asked if staff knew what caused the resealing on Tram Road to fail. J McBride noted that she still had to be briefed by Corde, and the Council had yet to establish the cause. If the contractor had to repair it due to workmanship, it was done at the contractor's cost.
- Pavement rehabilitation was also underway on the western end of South Eyre Road, which was the last site to be completed this construction season.
- Resealing had been completed on Ashley Gorge Road and Rangiora Woodend Road.
- The installation of new sewer mains in Rangiora along King Street was continuing. King Street was closed southbound from Blackett to High Streets. Also, the King Street / High Street roundabout was being closed overnight for reconstruction and resurfacing.
- Smith Street remained closed to eastbound traffic between Charles and Cass Streets for the installation of a new water trunk main.
- Remarking the road markings was underway in Rangiora, and the Council would be remarking in Kaiapoi next.
- South Belt would be closed at the Pentecost Road intersection for three weeks while the intersection was upgraded, and the water main was extended through this area. There would be a one-way section from Rowse to Martyn Street. South Belt was expected to reopen to eastbound traffic from Townsend Road after three weeks.
- The RYDA Road Safety Programme was recently delivered to a group of Rangiora High School students and this popular programme was well received. The programme aimed to provide students with the tools and understanding they need to see themselves as active, responsible road citizens.

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

Water:

- The UV treatment installation project continued to progress well. There would be a number of shutdowns over the coming months as works to enable the installation of new pipework to connect up the UV units. The shutdowns were expected to typically last for four to eight hours, and customers would be advised in advance.

Wastewater

- There had been a decrease in the number of bird deaths from Avian Botulism, indicating that the outbreak was over. The numbers were less than in other years when there were outbreaks.

Drainage

- There would be a 2024-34 Long Term Plan drop-in session focussing on the Mandeville Resurgence Channel Upgrade project at 7pm on 11 April 2024, at the Ohoka Domain Pavilion. Letters had been sent to the residents who submitted during the consultation last year, and a letter drop would be undertaken to residents along the route of the Stage 1 works. The purpose is to inform residents of the proposed works and budgets included in the draft LTP.
- The next round of Drainage Advisory Group meetings was currently underway. There was a push to complete drain maintenance works prior to winter.

7.3 **Solid Waste– Councillor Robbie Brine**

- Kerbside Standardization had been implemented, and to date, the Council appeared to comply with the Ministry for the Environment's requirements by updating its website to itemize the changes and provide links to the relevant pages. Eco Educate staff continued to talk about the changes to groups of residents and to people at supermarkets, aquatic centres, libraries, service centres, some markets, and the Volunteer Expo.
- The Council had postponed the re-starting of kerbside bin audits until after Easter owing to staff being on leave through March 2024.
- Staff would be meeting with Ecogas, the company building the Christchurch City Council's new organics processing plant, in early April 2024. It was anticipated that the plant would be a biodigester for the food scraps, which not only would generate heat and energy, the liquid 'digestate' was a liquid fertilizer. This plant would include a process to shred and dry the woody portion of the organics bins to create a biofuel which could be used in boilers, replacing coal.
- Staff met online with a representative from Tetrapak and Saveboard to ascertain if it would be feasible for the Council to have liquid paperboard carton drop-off boxes in the District. The best product was received when the staff was present to oversee the process. The most contamination was seen at transfer stations where there was sporadic staff oversight of the drop-box. However, staff would continue to investigate various options. Saveboard was used in the manufacturing of building products that were used to line the inside of houses.
- Kaiapoi now had a plastics recycling drop-off at the new Woolworths, which was good to hear.

Councillor Fulton asked what the Council currently did with its wood waste. Councillor Brine noted that it would depend on who was doing the work. If it was taken to the transfer station and applied as green waste, it would be sent to Canterbury Landscapes for composting. G Cleary explained that all organics that were collected at kerbside went to the facility in Bromley and, in future, would go to the energy centre. As part of that process, one of their products would be a wood chip to be used instead of coal. If the Council was removing trees, the waste was managed in an appropriate way depending on the project. A lot of it was chipped and then put to use.

7.4 **Transport – Mayor Dan Gordon**

Mayor Gordon was not present to provide an update.

8 **MATTERS REFERRED FROM THE COMMUNITY BOARDS**

8.1 **Kaiapoi North School – Proposed Pedestrian Crossing Improvements – J McBride (Roading and Transport Manager), K Straw (Civil Projects Team Leader) and S Binder (Senior Transportation Engineer)**

K Straw noted that the report was presented to the Kaiapoi-Tuahwi Community Board in November 2023. The report sought approval for changes to the existing pedestrian crossing and line marking on Williams Street outside Kaiapoi North School. He explained that the school had raised concerns regarding safety, visibility, and speeding past the school, and the community had raised concerns regarding the accessibility to a safe pedestrian crossing of Williams Street. The report referred to two stages of work, one in the current financial year, to address the line markings, speed and safety outside the school. In the next financial year, staff intended to do some work to improve the accessibility of the pedestrian crossing. At this stage, staff was looking at combining the work, carrying over the budget, and doing it all in the next financial year.

Councillor Williams questioned whether the Council could assist in designing a pedestrian crossing that is accessible to users in wheelchairs, prams, mobility scooters, or less mobile residents. K Straw advised that the design had not yet been done. However, the current plan was to install a small retaining wall on the boundary and build the path up; that way, a 1/12 grade could be achieved from the footpath to the edge of the current grade, and a 1.2-metre level platform would be needed before you come to the pedestrian crossing.

Moved: Councillor Redmond

Seconded: Councillor Brine

THAT the Utilities and Roading Committee:

- (a) **Approves** the design to improve the conspicuity of the pedestrian crossing and reduce vehicle speeds outside the school (Trim 231011161371).
- (b) **Approves** the implementation of no-stopping signage outside 227 Williams Street, Kaiapoi (south of the pedestrian crossing) during the hours of 8:00 am to 9:00am and 2:30pm to 3:30pm School Days.
- (c) **Approves** the implementation of no-stopping signage outside 231 Williams Street to Sims Road, Kaiapoi (north of the pedestrian crossing) during the hours of 8:00am to 9:00am and 2:30pm to 3:30pm School Days.
- (d) **Approves** the installation of 13 meters of no-stopping lines on Williams Street, Kaiapoi, outside 274 Williams Street.
- (e) **Approves** the extension of existing no-stopping lines outside 239 Williams Street, Kaiapoi, by 5 meters.
- (f) **Approves** the extension of existing no-stopping lines outside 229 Williams Street, Kaiapoi, by 3 meters.
- (g) **Notes** that the installation of no-stopping lines as per recommendation (e) is due to the road shoulder camber being unacceptable for roadside parking that results in motor vehicles being unable to access the road shoulder and, therefore, parking within the adjacent cycle lane.
- (h) **Notes** that the extension of the existing no-stopping lines, as per recommendations (f) and (g), involves adjusting the parking bay length to ensure it accommodates full car lengths. This avoids excess space that may encourage vehicles to squeeze into left-over space, which may result in encroachment into the no-parking area and obstruct visibility to the crossing.

- (g) **Notes** that a budget has been allocated in the Minor Safety Improvements Programme for this project in the current financial year, as it is a carryover project from the 2022/23 financial year.
- (h) **Notes** that the Utilities and Roading Committee approved this project as part of an overall programme of minor safety improvements on 19 July 2022.
- (i) **Notes** that the steps to the pedestrian crossing will remain following the works and that this will be added to the future minor improvement programme for 2024/25 financial year.

CARRIED

Councillor Redmond commented that the proposed changes to the existing pedestrian crossing and line marking on Williams Street were discussed at the Kaiapoi-Tuahiti Community Board meeting, and they were unanimous on the final decision. He noted that there had been some chatter on social media about the pedestrian crossing outside Kaiapoi North School and concerns from the school. These proposed works were intended to make the corner much safer.

8.2 Approval to Install No Stopping Restrictions associated with Pedestrian Refuge Islands – K Straw (Civil Projects Team Leader) and J McBride (Roading and Transportation Manager)

K Straw explained that approval was being sought for the approval for the installation of three pedestrian refuge islands and the associated no-stopping lines. He clarified that the two Ivory Street refuge islands had already been priced at \$34,000, and the West Belt refuge island was priced at \$19,000, which excluded the cost of the proposed build-out. The matter was extensively debated at the Rangiora-Ashley Community Board meeting held on 13 March 2024, with members suggesting that staff develop a policy framework to guide any future installation of pedestrian refuge islands.

K Straw noted that the proposed sites were:

- On Ivory Street, immediately north of Thorne Place outside the Bainswood Rest Home, some of the Community Board members were concerned about the short distance between the proposed refuge island and the existing refuge island on Buckham Street, which was approximately 150 meters apart.
- On Ivory Street, north of Doggett Place, outside the Kentucky Fried Chicken (KFC), the Community Board raised concerns that the location would negatively impact the traffic flow on Ivory Street. Also, the proposed refuge island could potentially place pedestrians in danger due to conflicts with turning traffic. There was a suggestion from the Community Board that it may be better to signalize the Queen Street intersection rather than install a pedestrian refuge.
- On West Belt, mid-block, between Milesbrook Close and Harrod Place, some Community Board members questioned whether the facility was needed. However, following the concerns raised by the Community Board in February 2024, staff engaged WSP to provide an independent technical report on the proposed locations and suitability, which was included in the report.

In response to a question raised by Councillor Redmond, K Straw confirmed that the Council currently did not have a policy pertaining to pedestrian refuges. However, the Council was receiving many requests for the installation of pedestrian refuges and tried to prioritise them.

Councillor Redmond further asked where the requests originated. J McBride explained that some were received via service requests for safe pedestrian crossings. If the Council became aware of any injuries to a pedestrian, they would record it in the Deficiency Database and investigate the options for ensuring safe pedestrian crossings. In terms of

West Belt, there were no crossing facilities for the entirety of the road.

Councillor Redmond enquired if the Council had data on the number of pedestrians or mobility scooter operators who wanted to cross the roads at these points. J McBride noted that staff had not done specific surveys. However, they investigated what pedestrian facilities were available in these areas. On West Belt, there was a street-to-street walkway adjacent, which encouraged pedestrians. Hence, staff tried to locate the pedestrian refuge island as close to the street-to-street walkway as possible. On Ivory Street, there were no pedestrian facilities between Queen and Alfred Streets, and pedestrians were crossing backwards and forwards to KFC and the Produce Market.

Councillor Ward noted that this matter had been widely discussed at the March 2024 Rangiora-Ashley Community Board meeting. She asked if the Community Board supported the recommendation. J McBride confirmed that the board passed all the recommendations.

Councillor Williams noted that the pedestrian refuge island outside Auto Tech was removed because it was close to businesses, and motorists could not turn in properly. He asked what the difference was between that refuge island and the one proposed outside KFC. J McBride explained that staff had done extensive work on the location of the proposed refuge island to ensure the necessary turning curves and that truck access to the Produce Market was not negatively impacted. Staff had spoken with the Produce Market, and they were very supportive of the proposal.

Moved: Councillor Ward

Seconded: Councillor Brine

THAT the Utilities and Roading Committee:

- (a) **Approves** the installation of no-stopping restrictions at the following locations to install a pedestrian refuge on West Belt, mid-block between Milesbrook Close and Harrod Place:
 - i. Outside No. 55 West Belt (approximately 30m long)
- (b) **Approves** the installation of a 10-meter kerb build-out in front of No. 48 West Belt.
- (c) **Approves** the installation of no-stopping restrictions at the following locations to install a pedestrian refuge on Ivory Street immediately north of Thorne Place:
 - i. Outside No. 34 Ivory Street (approximately 30m long)
 - ii. Outside No. 29 and 35 Ivory Street (approximately 40m long)
- (d) **Notes** that to retain two on-street parking spaces outside No. 48 West Belt, the proposed refuge island has been offset to the west, and a kerb buildout is proposed on the eastern side of West Belt.
- (e) **Notes** that there is a pedestrian refuge island proposed for Ivory Street, immediately north of the Doggett Place intersection. However, there is already no stopping restriction through this length, and therefore, no changes to the parking are required at this location.

CARRIED

3/2

A Division was called:

For: 3 Councillors Brine, Mealings and Ward.

Against: 2 Councillors Redmond and Williams.

Councillor Ward appreciated that the staff had listened to all the residents and business owners. She thoroughly approved of the conclusions the staff had reached. She commented that it was not safe to try to cross Ivory Street, and the proposed pedestrian refuge islands would provide some protection for pedestrians.

Councillor Brine commented that the matter led to a very contentious discussion at the Rangiora-Ashley Community Board meeting. Hence, the recommendations were considered in sections after three divisions were called motion passed.

Councillor Redmond supported the suggestion of developing a policy for the installation of pedestrian refuge islands. He noted that pedestrians had a choice where they wished to cross the road; however, businesses and property owners did not, as they were in fixed locations. Councillor Redmond was concerned that some of the proposed refuge islands would have a significant negative impact on residents, and he, therefore, did not support the motion.

Councillor Mealings noted that the motion was well-traversed and discussed at the Community Board level. She also noted that she had been approached by residents on West Belt requesting safe pedestrian crossings. West Belt was a wide, busy road with no place for pedestrians to cross safely. She, therefore, believed that the pedestrian refuge island would be a welcome addition. Regarding Ivory Street, she had faith that the staff had thoroughly investigated the placement of the refuge islands, and the Council was required to obtain a safety audit. Hence, Councillor Mealings supported the motion.

Councillor Williams did not support the motion because the West Belt residents consulted about the pedestrian refuge island did not support the project. He could not understand why residents from the Bainswood Rest Home would wish to cross Ivory Street at the proposed location, as there were already two refuge islands there, one on each side of Countdown. Councillor Williams commented that pedestrian refuge islands were disrupting traffic and leading to accidents. He thought that the Council would be worsening the situation, particularly with the proposed refuge island outside the KFC and Produce Market. This part of Ivory Street dealt with a high volume of traffic, including trucks turning in and out of the Produce Market. Installing a refuge island in this location would cause a backup of traffic along Ivory Street.

In her right of reply, Councillor Ward stressed that the pedestrian refuge islands were necessary, and their proposed locations had been well thought out. Many people with limited mobility who lived at the Bainswood Rest Home wanted to be able to safely access Rangiora. She also believed the proposed refuge island outside KFC was necessary as it ensured safe passage in the middle of the road.

9 QUESTIONS UNDER STANDING ORDERS

Nil.

10 URGENT GENERAL BUSINESS

Nil.

11 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 Williams

Seconded: Councillor Mealings

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

11.1 Confirmation of Minutes from 20 February 2024.

11.2 Report from Management Team Operations 26 February 2024.

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. |
|----------|---|--|---|
| 12.1 | Confirmation of Minutes from 20 February 2024 | Good reason to withhold exists under section 7 | To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) LGOIMA Section 7(2)(i). |
| 12.2 | Report from Management Team Operations 26 February 2024 | Good reason to withhold exists under Section 7 | As per 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

CLOSED MEETING

The public excluded portion of the meeting commenced at 10:11am to 10:13am.

OPEN MEETING

NEXT MEETING

The next meeting of the Utilities and Roothing Committee will be held on Tuesday 16 April 2024 at 9am.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 11.24AM.

CONFIRMED



Signed
Chairperson
Councillor Paul Williams

16 April 2024
Date

WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF A MEETING OF THE UTILITIES AND ROADING COMMITTEE HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON TUESDAY 16 APRIL 2024, AT 10.49AM.

PRESENT

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

IN ATTENDANCE

Councillors B Cairns, T Fulton

J Millward (Chief Executive), C Roxburgh (Project Delivery Manager), K Simpson (Three Waters Manager), J McBride (Roading and Transportation Manager), J Recker (Stormwater and Waterways Manager), and A Smith (Governance Coordinator).

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

No conflicts of interest were declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the Utilities and Roading Committee held on Tuesday 19 March 2024.

Moved: Councillor Mealings`

Seconded: Councillor Brine

THAT the Utilities and Roading Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the Utilities and Roading Committee held on 19 March 2024, as a true and accurate record.

CARRIED

3.2 Matters arising (From Minutes)

There were no matters arising.

3.3 Notes of the Workshop of the Utilities and Roading Committee held on Tuesday 19 March 2024.

Moved: Councillor Redmond

Seconded: Councillor Williams

THAT the Utilities and Roading Committee:

- (a) **Receives** the circulated Notes of the Workshop of the Utilities and Roading Committee held on 19 March 2024.

CARRIED

4 **DEPUTATION/PRESENTATIONS**

Waimakariri Biodiversity Trust

Judith Roper-Lindsay (Chairperson) and Fiona Fan Petegem (Treasurer) were present to provide background information on the formation of the Trust and an update on the Trust's activities over the past year and looking ahead to projects for 2024.

The Trust was formed following discussion by the Waimakariri Water Zone Committee regarding the lack of assistance for members of the community to enhance indigenous biodiversity on a voluntary basis. The Trust has had a Charitable Trust status since mid-2022, with seven Trustees including Judith Roper-Lindsay currently Chairperson and Fiona van Petegem in the role of Treasurer. One Trustee had recently resigned, so currently there are seven Trustees. The Trust was initially granted \$20,000 establishment funding from the WDC Land and Water Committee in 2022. There had been a further \$20,000 operational funding granted in 2023 as part of the Zone Committee ZIPA allocation, which fell under the responsibility of the Utilities and Roothing Committee.

F Petegem spoke on the Trust's deliverables, which included wages and expenses for a part-time coordinator; support for indigenous biodiversity projects in the district; mapping and detailing current biodiversity initiatives in the region; event coordination, including the preparation of communication material and communication with the various biodiversity groups in the district; responding to requests from private landowners for advice about, and help with, indigenous biodiversity, planting and restoration projects; and providing third-party ecological and/or hydrological advice to support planning.

J Roper-Lindsay highlighted the vision and purpose of the Trust, which was:

- to see vibrant, healthy indigenous ecosystems valued across the Waimakariri district.
- To provide the necessary information, education and resources to enable the community to protect, restore, create and sustainably manage indigenous biodiversity in the Waimakariri district.

It was important that the community understood the goals and were happy to get involved with projects. The Trust's first project was the Daikan wetland on Lower Sefton Road. The project was located at the headwaters of Saltwater Creek. EnviroSchools were building links with specific schools on local projects and included Ashley School students getting involved in the Daikan project.

The Trust had also conducted a series of talks for the public to attend around the district, with speakers presenting on various topics. These had generated good attendance each night. The Trust had also been working with Waimakariri Irrigation to determine how the Trust could help its farmers with enhanced biodiversity work.

In 2024 the Trust would be seeking funding for another co-ordinator. Currently Lucy Baltrop worked part time in this role, and more resources were required for this role.

The Trust were building relationships with many groups including Ashley Rakahuri Rivercare Group, ComCol, Mainpower, Pest Free Waimakariri, and Christchurch Ecologists Group.

The Trust would continue to work with Waimakariri Irrigation Ltd and with the Council on biodiversity mapping and was also managing the Mainpower Waimakariri Biodiversity Fund with applications closing for on 29 April 2024.

The Trust had a website set up and was also active on Facebook and Instagram and had also started to produce leaflets for those who preferred to get information through that median.

The Trust were appreciative of the funding that had been granted to date, and would be submitting on the Natural Environmental Strategy, as part of the Council's Long-Term Plan process and seeking further funding for the Trust. The Trust had a good relationship with Council staff working in the biodiversity, fresh water and ecology areas and meet regularly to discuss projects and learn from each other. The technical advice from these staff members was much appreciated. J Roper-Lindsay noted that the Trust would be keen to be involved with the Council in developing a wetland on the Lineside Road property. This would help treat stormwater, assist with flooding issues and be a recreational site. This would be multi-functional, and the Trust supported the Council's purchase of the land.

J Roper-Lindsay thanked the committee for the opportunity speak.

Following a question from Mayor Gordon, it was confirmed that there would be an approach from the Trust through the 2024 – 2034 Council's LTP consultation process. It was acknowledged that it was currently a challenging time for securing funding and the Trust was submitting funding applications to several organisations.

Councillor Williams referred to planting along drains or waterways and the need to allow space between the plants for machinery to access the waterways for any required cleaning of the drains/waterways. He enquired if the education information that the Trust provided, regarding planting, included this advice. J Roper-Lindsay responded that most landowners were aware of the need for clearing of waterways and considering the practicalities involved. The Trust would also be working with ECan on this.

Councillor Redmond enquired who the other Trustees were and J Roper-Lindsay stated that the other members of the Trust were Felicity Wolfe, Sandra Stewart, Simon Rutherford, and Mark Lester.

Councillor Redmond referred to a previous comment regarding the Trust working with Enviroschools, and it was confirmed that they were currently working with Rangiora High School and Ashley School. The Trust Coordinator L Bartrop worked through the Enviroschools Coordinator at ECan.

The Chairperson thanked the Trust members for their presentation.

5 REPORTS

5.1 School Road Drainage Upgrade – J Recker (Stormwater and Waterways Manager) and K Simpson (Three Waters Manager)

This report follows on from a previous report presented to the Council on this matter, in December 2023. At that time further information was requested by the Council for properties with similar characteristics as 10 School Road, Woodend. The staff search identified one property which also featured a below ground garage at Aldersgate Street in Kaiapoi. There had been no history of drainage related service requests or flooding issues at the Aldersgate Street property however it lacked adequate stormwater pipework in the street. It would require an upgrade to meet the Council's Engineering Code of Practice standards. The Council was responsible for investigating flood related service requests to assess any potential deficiencies in the stormwater network. This matter was also to be included as a staff submission to the Council Long Term Plan process.

Councillor Williams questioned how the resident of Aldersgate Street mitigated their flooding during the recent flood events. Staff had visited the site during the 2019 flood event and observed that the property owners had their own pump to manage water off the property itself, there was no indication that there was any water coming off the road.

Following a question from Councillor Cairns, K Simpson advised that all service requests following flood events had been responded to and there had been no service request or civil defence reports following flood events.

Councillor Redmond noted that the property at 10 School Road was built in 1968 and enquired if the kerb and channel had been changed since that time. K Simpson responded that there would only have been minimal changes to the kerb and channel in front of the property since that time, however there had been a build-up of the kerb to allow for a crossing from the school to the Community Centre. This had been the only modification. Staff did not believe that this would have exacerbated the flooding issue in front of the property.

Councillor Mealing expressed concern that there were properties with flooding issues that Council staff were not being made aware of through the service request system. She enquired if it would be possible during future flooding events, for liaison with emergency services to receive notification on properties that were flooded, that may not be in the service requests system. K Simpson said there was now an improvement in the practices for future flooding events and staff were now not only checking both drainage, roading and civil defence service requests but also reviewed the civil defence event log to check that nothing had been missed. This practice was not in place during the 2014.

Councillor Williams also noted that there were potentially other properties that had flooding issues, but were not reported to the Council or a service request done. In some cases, property owners undertook their own mitigation for flooding. K Simpson said people were encouraged to submit service requests, however there were some property owners who did not submit these, as they did not want to have any flood issues noted on their property files. Some residents also assumed that the Council was too busy dealing with flooding issues throughout the district. C Roxburgh added that for known flooding areas in high rain events, council teams were sent out to capture what was happening in these areas. As noted previously, there were occasions where residents were mitigating any flooding issues themselves. There were systems in place to capture this information, and this was added into the system.

Moved: Mayor Gordon`

Seconded: Councillor Redmond

THAT the Utilities and Roothing Committee:

THAT the Council:

- (a) **Receives** report No. 240314040024.
- (b) **Notes** staff will bring a submission recommending an additional budget for consideration as part of the deliberations on the Long Term Plan, of \$126,000 in the 2024/2025 financial year under the Stormwater LOS (PJ 101517.000.5123) budget, for the construction of the School Road Drainage Upgrade, giving a total budget of \$541,000.
- (c) **Notes** that the estimate for this work (including a 20% project contingency, and all associated fees) is \$541,000, while the current budget allowance is \$415,000.
- (d) **Notes** that the additional budget for 2024/2025 will increase the Coastal Urban Drainage rate by approximately \$2.88 or 1.2% per property from 2025/26 onwards.
- (e) **Notes** that the overall rating impact on the district is an increase of 0.14%.
- (f) **Notes** that a piped solution will improve the level of service in School Road meeting Waimakariri District Council's 1 in 5-year primary system requirement set out in the Engineering Code of Practice.
- (g) **Notes** that the secondary flow path will be altered (subject to the approval of the 10 School Road property owner) to flow southwards over the crown of the road away from the east driveway of 10 School Road. This is

expected to prevent secondary flow overtopping the driveway in significant storm events meeting Waimakariri District Council's 1 in 50-year secondary system requirement set out in the Engineering Code of Practice.

- (h) **Notes** that this upgrading approach is consistent with other drainage improvement works undertaken in the district and does not set a new precedent for other properties who do not meet the level of service set out in the Engineering Code of Practice.

CARRIED

Mayor Gordon supported the motion with the change in wording for recommendation (b) as there needed to be consideration by the Council during the LTP deliberations and considering the context of the wider budget as there were budget implications for including this project. Like colleagues, Mayor Gordon also had concerns if there were other deficiencies in the network and would like to know where these were. The sharing of information between agencies in these situations and then consideration by the Council if changes were needed, was a good point.

Councillor Redmond noted his previous reservations on this matter, however now supported this project going into the Long Term Plan process for the Council to consider. It was pointed out that this work would also benefit other properties in the area. Councillor Redmond highlighted that the Council had not made any changes to the kerb and channel outside 10 School Road since the property was built in 1968 or undertaken any work that would exacerbate what was occurring at this property. The current situation with flooding on this property, could be a result of higher rainfall events and these occurring more frequently.

Councillor Williams noted concern that there were other properties in the district in a similar situation however as there had not been service requests lodged, staff were not aware of all of these.

In reply, Mayor Gordon suggested that if there were other properties identified that were in a similar situation, it may be of benefit to the Council to have this information.

5.2 July 2023 Flood Recovery Progress Update – K Simpson (Three Waters Manager), J McBride (Roading and Transport Manager) and P Towse (Flood Team Lead)

K Simpson presented this report providing a progress update on the 2023 Flood Recovery work programme. There was a total of 88 investigations as a result of the 351 service requests received relating to the July 2023 storm event. Staff estimated that the Flood Team had completed 90% of the investigation work and expected that the remaining investigation work would be completed by the end of April 2024.

Staff were now working in the upper reaches of the Cam River and hoped to have this completed in the next month. There was work being undertaken at Waikuku Beach on a number of smaller projects and these were not expected to be completed until August 2024. Some improvement work projects would be carried over to the 2024/25 financial year.

Mayor Gordon asked if there was any information available now on the impact on any Silverstream properties on the proposed work at Mandeville. K Simpson noted that the work on the Ohoka Stream was not directly related to the Flood Recovery, however more related to the Mandeville Resurgence project. The modelling work for the Mandeville Resurgence project was looking at Stage 2, to determine any impact on the Eyre River diversion. Mayor Gordon noted that

there had been several requests for this information and would like this to be given a higher priority. Staff agreed to follow up on this.

Councillor Redmond sought clarification on the “submitted for review” reference in the table information in the report. K Simpson advised that this meant that the Flood Team had completed their investigations and prepared a report with recommendations which was then submitted to internal staff. Once reviewed and the recommendations agreed, this would confirm that there was either maintenance budget or planned future year budget available to make sure that the recommendations could be given effect to.

Regarding budget for the flood recovery work, K Simpson said the staff's prediction was that all the improvements work, as well as the investigation work would be completed within the cost estimate of \$4.055million. Table 5 in the report indicated which work was complete, some of which was within the pricing phase. There were some phases of work that were still in the investigating and design phases that would not be completed in this financial year.

Regarding the Mandeville Resurgence Upgrade Project, Councillor Mealings expressed concern that there had not been a ground water scientist (hydrogeologist) engaged for the investigation work, noting that this was a poorly understood groundwater system which needed to be a better understood prior to any commitment to a major undertaking. K Simpson responded that there had not been a hydrogeologist engaged for this project as staff had a good understanding of the water flows in the area. The project was to improve the capacity of the primary system and post the 2014, 2022 and 2023 rain events, staff had a good understanding of the base load capacity that could occur for many months through this area. K Simpson did not believe that engaging a hydrogeologist would alter the design that staff were proposing for the area. Regarding information on the undercurrents, it was confirmed that information on this would be included in the staff report. Councillor Williams also referred to the Mandeville Resurgence project, noting that residents had concerns regarding Stage 1 of this project and possible flooding of properties in the Ohoka Stream area. It was confirmed by staff that this matter would be included in the next staff report.

Regarding the Upper Sefton Road remedial work, Councillor Redmond sought clarification on the timeframe for when this would be complete. K Simpson responded that landowners had been advised that it was intended to have this work completed by the end of July 2024. This was one of the priority projects that staff were wanting to get completed as soon as possible.

Moved: Mayor Gordon`

Seconded: Councillor Mealings

THAT the Utilities and Roading Committee:

- (a) **Receives** Report No. 240404051729.
- (b) **Notes** that all 88 investigations have been triaged and scoped, 8 are under investigation, 35 have works being reviewed for approval and 45 are complete.
- (c) **Notes** that all 126 maintenance actions have been triaged, 3 are work in progress, 17 have works programmed, and 106 are complete.
- (d) **Notes** that the total cost estimate for the flood recovery work is \$4.055 million.
- (e) **Notes** that the expenditure to date is \$2,221,796 and the final forecast expenditure remains at \$4.055 million.
- (f) **Circulates** this report to all Community Boards for information.

CARRIED

Mayor Gordon acknowledged the significant amount of work that went into providing the information for this report and extended appreciation from the Council for these regular updates.

Regarding the Mandeville flood risks, Mayor Gordon said the community were very engaged with this topic and had concerns regarding the proposed Stage 1. There was an expectation that the Council were going to be able to relieve the flooding risks. It was important that there was continued communication with the community. Mayor Gordon believed the Councillors needed to get a better understanding of the work and of the information and this needed to be very clear that this was robust discussions before a decision was made. Mayor Gordon requested that staff arrange a site visit for the Councillors.

Any impact on properties in Silverstream was a concern with property owners and it was high on residents' agendas, due to previous flooding. Mayor Gordon supported the budget to allow for these projects to continue.

Councillor Mealings acknowledged the significant amount of work that staff had put into these flood related issues to date.

Councillor Williams reiterated the comments of the Mayor and supported having a site visit for Councillors in the near future.

Councillor Fulton said it was beneficial for the community members to be included in discussions regarding this matter and supported continued engagement, providing as much information as possible, to keep them informed.

5.3 **3 Waters Climate Change Risk Assessment – Kalley Simpson (3 Waters Manager)**

This report presented the findings from the three Waters Infrastructure Climate Change Impact Assessment work, which was undertaken as part of the recent update of the Activity Management Plans. The focus was to gain a better understanding of the potential impacts on the Council's Three Waters assets. Flooding was the main hazard which would have impact on infrastructure in the district. To build resilience into the infrastructure had been estimated to cost \$42 million. Budget had been included in outer years, beyond the first ten years of the LTP, more as a placeholder signalling that the Council would need to build resilience in infrastructure into the future. The key work required was to integrate this resilience investment with business-as-usual renewals of assets into the future. This was a high-level indication of the work to be included in the budget, however there was still work to be undertaken.

Councillor Mealings noted that the rural Three Waters assets were excluded and why were these not included in the estimated budget. Rural drains, and stockwater assets would be part of future assessment work. It was intended to look at the roading assets and interdependency with these assets, so that there could be sound investment decisions made in the future.

Moved: Councillor Williams`

Seconded: Councillor Ward

THAT the Utilities and Roothing Committee:

- (a) **Receives** Report No. 240404052230.
- (b) **Notes** that while the majority of 3 Waters assets have low or very low asset risk exposure to climate hazards, about 7% are critical assets that have a high or medium asset risk exposure.
- (c) **Notes** that the estimated investment to build resilience into Council's 3 Waters infrastructure is \$41.9 million dollars to manage the predicted impacts of climate change which has been included in years 2034/35 to 2043/44.
- (d) **Notes** that while budget provisions have been made in the outer year of the Long Term Plan for resilience investment, further work is required to refine these estimates and integrate any works with the future renewals programme.
- (e) **Circulates** this report to the Council for information.

CARRIED

Councillor Williams noted that climate change was something that the Council needed to acknowledge.

Councillor Ward also acknowledged that the possible impact of climate change was something that the Council had to provide for and mitigate where possible.

In supporting this motion, Councillor Redmond encouraged colleagues to read the full report. He also believed it would be good for the media to be aware of this report and to highlight some of the points in it.

Councillor Mealings thanked staff for bringing this report to the Council, stating that this was good practice and was required of the Council under various legislation. It showed that the Council had foresight and was looking ahead to future proof its assets which was important for the residents of the district.

6 **CORRESPONDENCE**

Nil.

7 **PORTFOLIO UPDATES**

7.1 **Roothing – Councillor Philip Redmond**

Focus areas for staff:

- Pre-winter maintenance repairs were underway including dig-outs and removal of heaves and shoves. This included holding repairs to get the Council through the winter when wider area repairs could be undertaken.
- Crushing in the gravel pits had been underway to provide a supply of material for the winter unsealed roads metalling programme, which had just begun.

Capital:

- The Waimakariri Gorge Bridge Deck Replacement was progressing. The scaffolding installation was nearing completion. The guardrail works had started along with replacement of the bridge deck panels. The first two panels had been installed and learnings from these installations were being applied as they go forward. Weather and wind created issues with lifting panels and had caused some delays. The main deck replacement work was being undertaken under night closures.

- The River Road Upgrade project was progressing. The widening works had been completed on the north side of the road and the focus had now moved to Kerb and Channel preparation on the south side of the road.
- Island Road / Ohoka Road Intersection upgrade work were continuing. Works were now largely complete on the south half of the intersection including the asphalt overlay, installation of the traffic signal pole foundations and installation of signalling boxes. Focus had now shifted to the north half of the intersection. This project is on track.
- The Kerb and Channel Renewal Contract was continuing. Pidgeon Contracting were currently working in Geddis Street. All of the stormwater works were now completed. The kerb and channel on the north side of the road was completed and footpath works were underway. The southern side kerb and channel was to follow and was due to be completed by mid-May 2024.
- Pedestrian refuge installations were due to start from mid-May to mid-June 2024. This included two refuges on Ivory Street and one on West Belt.
- Palmer Street Upgrade was continuing with EDR Contracting. The installation of the new stormwater main and the kerb and channel on the south side of the street were complete. Half of watermain works had also been completed. The kerb and channel on the north side of the road would follow and was due to be completed by mid-May 2024.
- Ashley Street Watermain Renewal and Kerb Replacement (between No 65 and Lovers Lane) would start on 22 April 2024.

Operational:

- Doubledays Footbridge remained closed. Repairs to the split pile had been completed and staff were now working with Structural Engineers on the pier cap repair methodology and timing.
- Pavement rehabilitation work on South Eyre Road had been completed and was sealed last week. Therefore, this programme of works was completed for the season.
- The installation of new sewer mains in Rangiora along King Street was nearing completion. Resurfacing of the Kings Street / High Street roundabout was completed over the weekend along with line markings. There were some minor works left to tidy up before this stage was fully completed.
- Smith Street remained closed to east bound traffic between Charles Street and Cass Street for the installation of a new water trunk main.

Development Related:

- South Belt was currently closed to westbound traffic from Martyn Street until mid-May 2024 with a detour via Bush Street and Johns Road.

Events:

- The Kaiapoi and Rangiora Anzac Services would be taking place again on 25 April 2024, with a closure of Raven Quay for the dawn service in Kaiapoi, followed by closures of Davie and Sewell Streets for the parade. Rangiora would see closures of Ivory/Ashley, High Street, Victoria Street and Percival Street for the parade and service.
- The Kaiapoi Riversong Event was taking place on Saturday, with a road closure in place on Raven Quay between Williams Street and Bowler Street in the afternoon.

Road Safety:

- The next Waimakariri District Road Safety Working Group meeting was to be held on Wednesday 17th April 2024.

Queen Street Trees

Regarding the issue of leaves in Queen Street, Mayor Gordon provided an update, advising that a meeting was held yesterday afternoon with residents and suggestion for a possible regular maintenance programme for Queen Street. Staff were working on this maintenance, though this did not involve the removal of the trees. There would be a briefing in the future.

Road Safety on rural single lane bridges

With reference to road safety, Councillor Fulton spoke on the rural one lane bridges in the district and if there was good understanding of the signage for these. Councillor Redmond suggested this could be a matter that could be highlighted in the media. It may be that visitors through the district were not familiar with the signage and the meaning of the red and black arrows.

Regarding the Waimakariri Gorge Bridge, it was suggested that there could be warning signage/lights installed before the approaches to the bridge to provide early warning.

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

Water

- The UV treatment installation project continued to progress well, although was now behind programme. The units at McPhedrons Road water treatment plant had been installed and were being commissioned this week. The units for the Pegasus water treatment plant had been delivered to site ready for installation. Works to modify the pipework and pour slabs was underway at the other sites of South Belt, Darnley Square, Peraki Street and Domain Road. These works would continue into next financial year.

Wastewater

- The Rangiora Stage 8 sewer main had successfully been installed through the High Street / King Street intersection, which was a significant milestone for this project.

Drainage

- Staff were well prepared for the rainfall event last week and luckily less than 30mm fell across the district. There were a few service requests related to sump blockages due to leaf fall.
- There was a good turnout for the LTP drop-in meeting in Ohoka last week, which focussed on the Mandeville Resurgence Channel Upgrade project. There was some strong feedback on the Stage 1 works. Further consultation was required to present detailed plans for the proposed Stage 1 works and gain landowner input.

7.3 Solid Waste– Councillor Robbie Brine

Councillor Brine spoke on bin audits which were being undertaken again. These had been done in Arlington, South Rangiora and Kaiapoi. Of the 142 bins that were audited, there were 76 found to be contaminated and 61 that received some education advice. This was a disappointing result and with too much contamination, makes Kate Valley costs more expensive.

Covid was currently impacting on staff levels across all sectors of the refuse business.

Monday last week Councillor Brine attended a Kate Valley meeting. This included acceptance of a draft Statement of Intent, which was currently with staff to review. The Joint Standing Committee meetings were held that afternoon also. There was funding available to disperse to waste minimisation projects, that organisations made application to. This was then dispersed as was seen fit. It took some time to go through all the applications and staff were working on streamlining the process to make it more efficient and this would be reported back to the August meeting.

Councillor Fulton posed a question on the gas production that operated in Kate Valley, and Councillor Brine responded that there were four generators operating there. There were issues with what could be taken to the grid and there had been a hold up in getting a larger line into the grid, due to Mainpower's current resource consent application for the establishment of a wind farm in the area. Councillor Brine reminded members that Chairperson Gill Cox would be present for a Council briefing on the 1 May 2024 and Councillors were encouraged to direct any questions they may have to him prior to this visit.

7.4 **Transport – Mayor Dan Gordon**

Regarding the Government Police Statement, the Woodend Bypass was ranked as number three in the regional process. Mayor Gordon noted the Regional Land Transport Plan led to the National Land Transport Plan, and it was here that all projects were prioritised. Other local projects, the Eastern Link and Skewbridge were also on the list as priorities and with local advocacy it was hoped to get these projects recognised in the near future. Mayor Gordon noted that these processes were not synched and there needed to be a realignment of processes and it had also been suggested that there be a ten year process put in place which would make a significant difference. Mayor Gordon was a member of the Local Government NZ Transport Forum as a provincial representative and as part of this had been invited to the Road Controlling Authority Forum in Wellington next Tuesday.

Councillor Ward enquired about the cycleway from Kaiapoi to Pegasus. Mayor Gordon had spoken with government officials recently, suggesting it would be beneficial that a cycleway be included in a new stretch of road. It was noted that a cycle linkage had not been factored into this new stretch of the highway and there had not been any response to date following the Mayors discussion.

8 MATTERS FOR INFORMATION

8.1 Proposal that the Tuahiwi Footpath be named "Johnno's Way" – Dominic Mansbridge (Project Engineer) and J McBride (Roading and Transport Manager)

(refer to Report No. 240207016698 to the Kaiapoi-Tuahiwi Community Board Meeting 18 March 2024)

Moved: Councillor Redmond

Seconded: Councillor Ward

THAT the Utilities and Roading Committee

(a) **Receives** the information in Item 8.1.

CARRIED

Councillor Ward acknowledged that this now provided good walking access for residents from the early childhood centre and the School, and the urupa.

Mayor Gordon thanked the Councillors who were able to attend the function to open this footpath, including the Waiata Group. Both the Croft and Hamilton families were well represented at the function. This path was particularly important to the Runanga.

9 QUESTIONS UNDER STANDING ORDERS

There were no questions.

10 URGENT GENERAL BUSINESS

There was no urgent general business.

11 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 Mealings

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

- 11.1 Confirmation of Minutes from 19 March 2024.
- 11.2 Receiving of Briefing Notes from 19 March 2024.
- 11.3 Report from Management Team Operations 18 March 2024.
- 11.4 Report from Management Team Operations 25 March 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. |
|-----------------|---|--|--|
| 12.1 | Confirmation of Minutes from 19 March 2024. | Good reason to withhold exists under section 7 | To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) LGOIMA Section 7(2)(i). |
| 12.2 | Receiving of Briefing Notes 19 March 2024. | Good reason to withhold exists under Section 7 | As per Section 7(2)(i) 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, negotiations (including commercial and industrial negotiations)", and that both this report and the recommendations remain Public Excluded owing to the commercial sensitivity of the proposed negotiations. |
| 12.3 | Report from Management Team Operations 18 March 2024. | Good reason to withhold exists under Section 7 | As per Section 7(2)(i) 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, negotiations (including commercial and industrial negotiations)", and that this report remains Public Excluded owing to the commercial sensitivity of the proposed negotiations, but the recommendations be made publicly available. |

| | | | |
|------|---|--|---|
| 12.4 | Report from Management Team Operations 25 March 2024. | Good reason to withhold exists under Section 7 | As per Section 7(2)(i) of the Local Government Official Information and Meetings Act 1987, "The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities", and that the recommendations in this report be made publicly available but that the contents remain public excluded. |
|------|---|--|---|

CARRIED**CLOSED MEETING*****Resolution to resume in Open Meeting***

Moved Councillor Williams Seconded Councillor Ward

THAT open meeting resumes and the business discussed with the public excluded remains public excluded.

CARRIED**OPEN MEETING****NEXT MEETING**

The next meeting of the Utilities and Roading Committee will be held on Tuesday 28 May 2024 at 9am.

There being no further business, the meeting concluded at 10.52am.

CONFIRMED

Chairperson
Councillor Paul Williams

Date

WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF THE MEETING OF THE DISTRICT PLANNING AND REGULATION COMMITTEE HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON TUESDAY 16 APRIL 2024, AT 1PM.

PRESENT:

Councillor Blackie (Chairperson), Mayor Gordon, Councillors Cairns, Fulton, and Goldsworthy.

IN ATTENDANCE

Councillor Redmond.

J Millward (Chief Executive), W Taylor (Manager Building Unit), H Downie (Senior Advisor Strategy and Programme), S Binder (Senior Transportation Engineer) via Teams, M Bacon (Development Planning Manager) and K Rabe (Governance Adviser).

There was no public in attendance.

1 APOLOGIES

Moved: Councillor Blackie

Seconded: Mayor Gordon

THAT an apology for absence be received and sustained from Deputy Mayor Atkinson.

CARRIED

2 CONFLICTS OF INTEREST

No conflicts of interest were declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the District Planning and Regulation Committee held on Tuesday 20 February 2024

Moved: Councillor Cairns

Seconded: Councillor Fulton

THAT the District Planning and Regulation Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the District Planning and Regulation Committee, held on 20 February 2024, as a true and accurate record.

CARRIED

3.2 Matters arising (From Minutes)

- Query regarding the status of the flags in Kaiapoi which was mentioned at the previous meeting. Councillor Cairns noted that this matter had not yet been dealt with however he would follow up.
- Query regarding the charging for staff time when dealing with official information requests. J Millward noted that this was being dealt with through the Long Term Plan process and there was a proposal that any information requests that took over an hour would possibly be charged.

3.3 **Notes of the workshop of the District Planning and Regulation Committee held on Tuesday 20 February 2024**

Moved: Councillor Blackie

Seconded: Councillor Goldsworthy

THAT the District Planning and Regulation Committee:

- (a) **Receives** the circulated notes of the workshop of the District Planning and Regulation Committee, held on 20 February 2024.

CARRIED

3.4 **Notes of the workshop of the District Planning and Regulation Committee held on Tuesday 19 March 2024**

Moved: Councillor Blackie

Seconded: Councillor Goldsworthy

THAT the District Planning and Regulation Committee:

- (a) **Receives** the circulated notes of the workshop of the District Planning and Regulation Committee, held on 19 March 2024.

CARRIED

4 DEPUTATIONS

Nil.

5 REPORTS

5.1 **Parking Restrictions at 11 Blake Street – H Downie (Senior Advisor Strategy and Programme) and S Binder (Senior Transportation Engineer)**

S Binder via Teams and H Downie were in attendance to present the report which requested approval for P120 parking restrictions for the new public parking supply to be formed at 11 Blake Street in the Rangiora town centre which included a new mobility park and loading zone.

Mayor Gordon asked for an update on the broader parking strategy for the Rangiora town centre. H Downie replied that there were several streams of work being undertaken and the current budget was being utilised to review specific data relating to parking supply and demand. During 2024 there would be significant engagement with the public on parking and once feedback had been collated elected member workshops would be set up to progress this matter further. Staff were also reminded that currently the North Canterbury Minibus Trust vehicles used the Blake Street gravel lot for parking their buses.

Councillor Cairns noted that staff parked in the surrounding residential streets and queried if restricted parking was likely to extend further into the residential area in the future. H Downie stated she was unsure what would happen in the future however acknowledged that the matter was raised occasionally by residents. It depended on the outcome of the feedback received and the data gathered during the review.

Councillor Fulton queried if there was any data on the trends and usage of the current P120 parking. H Downie replied that the parking was monitored and the information was available and she could circulate the figures to Councillors who were interested.

Councillor Goldsworthy queried if different areas/roads and buildings were ranked and H Downie replied that data was not building specific however Blake Street parking would be considered as one of the more utilised areas especially during peak times.

Councillor Blackie noted that the report stated that there were no sustainability and climate change impacts relating to this report and stated that anytime tarmac and cement were used he would expect there was an impact and reminded staff to consider this aspect when writing

reports. H Downie stated that currently the temporary carpark was gravel therefore there was little change to the impact to sustainability, however she took the Councillors point and would remind staff to take more care with future reports.

Councillor Blackie also raised the Waimakariri Public Art Trust's concern regarding to the mural on a nearby wall which was currently obscured by bins and a fence and requested staff to see if access to the mural could be improved when the full parking plan was developed in the future.

Moved: Mayor Gordon

Seconded: Councillor Goldsworthy

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. 240325046821.
- (b) **Approves** the application of a P120 restriction to the sixteen new general public parking spaces to be created at 11 Blake Street, together with one mobility park and one loading zone.
- (c) **Approves** the parking schedule being updated to reflect the additions contained in recommendation (b).
- (d) **Notes** that the Rangiora-Ashley Community Board approved the Rangiora North of High Street Laneway Concept Plan, which includes the formation of public parking at 11 Blake Street, in December 2023, and Council approved the utilisation of budget to fund its implementation in February 2024.
- (e) **Notes** that the contract to construct the new carpark has recently been awarded and construction timeframes are currently being coordinated with the ongoing nearby development works, and property purchase finalisation.

CARRIED

Mayor Gordon stated he looked forward to seeing the benefit of the new building at 190 High Street and the clean up and utilisation of the area now to become a formalised car park. He believed that understanding of the town centre master plan was critical in developing a vibrant, well utilised and beautiful town.

Councillor Goldsworthy concurred and noted he was pleased to see the formalisation of the carpark.

6 **CORRESPONDENCE**

Nil.

7 **PORTFOLIO UPDATES**

7.1 **District Planning – Councillor Tim Fulton**

- Hearing Streams 8 (subdivision), 9A (Industrial), 11 and 11A (designations) were completed Monday 15 April 2024. Submitters that attended included some of the submitters who had consents that crossed over the notification of the operative and proposed plan.
- Remaining hearings are Rezoning across the five sub-streams:
 - Oxford, Commercial, Pegasus on the week of 4 June 2024.
 - Rural Rezoning on the week of 17 June 2024.
 - Rural Residential on the week of 24 June 2024.
 - Rolleston Industrial on the week of 1 July 2024.
 - Residential Zoning on the weeks of 15 July and 29 July 2024.
- Our last hearing would be Stream 7 (MDRS and Ecosystems and Indigenous Biodiversity). These were planned to end on 23 August 2024.

- The programme was generally on track however the Commissioners, Council and submitters have had to respond to quite a number of changes through the hearings programme which would need to be worked through before the hearings panels made their recommendations to Council.

7.2 **Civil Defence and Regulation – Councillor Jason Goldsworthy**

Civil Defence

- Ru Whenua AF8 workshop was used to test and feed into a bigger exercise later in the year for Wellington, constructive feedback was received. Staff got the opportunity to challenge the Regional Office on its assumptions.
- Volunteer exercise was a success and worthwhile. It was Dean's first exercise in the district with a few learnings such as low tide was not a great time for portable pump practice.
- Waimakariri District Council were able to send support to the West Coast which was a shining example of the community solving community adversity. They did not operate exactly the same as the Waimakariri District Council hubs but it was a similar concept.

Regulation

- The Building Unit was tracking well and were currently processing quicker than the previous year's average. Achieving consistently 75% under the 15 days target since November 2023.
- Working through Feedback on the building consents review was due to be completed on the 7 of August 2024. Areas of feedback being covered are competition and self-certification product substitution.
- Environmental Services', unintended benefit of 'in housing' food safety had resulted in an increased level of service which allowed start-ups to be transferred in-house to enquire what was needed to meet compliance. The team was catching up on work left from the contractor.
- Continuing the good work which focused mainly on education and a solutions-based approach in all they did.

7.3 **Business, Promotion and Town Centres – Councillor Brent Cairns**

- A review of Easter trading hours for the district was last conducted in 2017. Following calls and discussions from retailers, staff were going to conduct a briefing, however a Private Members bill regarding Easter Trading has been drawn and as such staff dealing with this issue are stepping back, awaiting the govt decision.
- The Community funded camera project in Sovereign Palms has now been completed with the last of the cameras now installed. A few issues with sighting some of the cameras on poles, signage was going to be sorted via North Canterbury Neighbourhood Support however Police had arranged that now. Pegasus residents with 36 donors had raised over \$11K, with the first of the cameras installed. There had been a couple of resident complaints, those had been dealt with by Waimakariri District Council staff and the Pegasus Residents Group. They related to privacy and concern about surveillance.

Events:

- Belinda Topp of Ideal Events ran a really good event in Victoria Park. She planed to hold a number of events throughout the year and thanked the local real estate sponsorship. She was looking to expand into additional events as she saw opportunities in the Rangiora events space.
- Saturday 20 April 2024 there would be three events: Back to Basics in Rangiora, Growing Your Garden for Birds in Woodend and RiverSong event on the banks of the Kaiapoi River.

- Karl and Sarah had taken over the events that were previously run by All Together Kaiapoi and it was really heartening to see how they planned to build on those successful events. They were looking to expand Matariki to be over a number of days, looking to work with/involve the local schools etc. Riversong was a new event and the plans for this event next year (if this weekend's event was successful) would expand and be even larger and better.
- Kaiapoi Promotions Association had a brain storming session to see what events they could/would deliver over the coming years.
- Rangiora Promotions had conducted a review of its Why and Purpose and in May 2024 Oxford Promotions would conduct a similar review.
- Huria Reserve in Kaiapoi was progressing well with huge amount of plantings carried out, Honda Forest was a very popular place for people to visit. Huria Reserve will, in time, become an important location, particularly the carving facility and educational part of this project bringing more visitors to the district. These locations could be woven into promotions and future events.
- The Promotions working group were working on building a calendar of district events. This was a large task as there were so many, with many event coordinators. Looking to categorize each event as to its size and importance to the district.
- At recent Access group meeting, members spoke about issues of the length of time that vehicles could park in mobility parks and there seemed to be some confusion. Members also raised issues with the size and location of **some** mobility parks which were felt not to be fit for purpose in public spaces along with in private parks. Working with staff to get some clarity on these issues.
- Hunnibell Lane in Rangiora - looking at being completed sometime around July 2024, this was to coincide with the opening of the new building.
- Kaiapoi and the district were being positively highlighted by Lee and Luke, a Kaiapoi Mother and son team, competing on TVNZ "My Kitchen Rules" cooking program. Last Tuesday they cooked for the rest of the participants and are currently leading the competition. The show featured portions of Kaiapoi which was really good.
- New Zealand Motor Camp Association park, rated as the fourth most popular park in New Zealand. We heard that people are struggling to fit into the park as at times it's so full and some are saying, because the park is so full they go to alternate locations. Discussions are ongoing.
- Kaiapoi Community Services in recent talks, have said they had 280 regular clients of those 33 were transient, living in vehicles. Last year the number was 18 and this is just in Kaiapoi.

8 **QUESTIONS UNDER STANDING ORDERS**

Nil.

9 **URGENT GENERAL BUSINESS**

Nil.

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 is moved:

Moved: Councillor Blackie

Seconded: Councillor Cairns

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

10.1 Public Excluded minutes of 19 February 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. |
|----------|---|--|---|
| 10.1 | Confirmation of Public Excluded Minutes of District Planning and Regulation Committee meeting of 20 February 2024 | Good reason to withhold exists under section 7 | To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations, as per LGOIMA Section 7 (2)(i). |

CARRIED**CLOSED MEETING**

The public excluded portion of the meeting commenced at 1.34pm and concluded at 1.36pm.

OPEN MEETING**Recommendation to resume Open Meeting**

Moved: Councillor Blackie

Seconded: Councillor Fulton

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 District Planning and Regulation Committee will be held on 28 May 2024.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 1.36PM.

CONFIRMED

Councillor A Blackie

Date

MINUTES FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI, ON MONDAY, 18 MARCH 2023, AT 4PM.

PRESENT

J Watson (Chairperson), S Stewart (Deputy Chairperson), A Blackie, T Bartle, T Blair and R Keetley.

IN ATTENDANCE

B Cairns and P Redmond (Kaiapoi-Woodend Ward Councillors).

C Brown (General Manager Community and Recreation), D Mansbridge (Project Engineer), J McBride (Roading and Transport Manager), S Morrow (Rates Officer – Property Specialist), T Kunkel (Governance Team Leader) and A Connor (Governance Support Officer).

There was one member of the public present.

1 APOLOGIES

Moved: A Blackie

Seconded: J Watson

THAT an apology for absence be received and sustained from N Atkinson.

CARRIED

2 CONFLICTS OF INTEREST

J Watson and A Blackie declared conflicts of interest for Item 6.5 – ‘*Applications to the Kaiapoi-Tuahiwi Community Board’s 2023/24 Discretionary Grant Fund*’ due to being trustees of the Waimakariri Public Arts Trust, who were assisting with the Cure Boating Club finding funding.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 19 February 2024

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 19 February 2024, as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

Nil.

4 **DEPUTATIONS AND PRESENTATIONS**

4.1 **Councillor Claire McKay – Environment Canterbury (ECan) draft 2024-34 Long Term Plan (LTP)**

ECan Councillor C McKay informed the Board that the public consultation on ECan's Long Term Plan (LTP) opened on Wednesday, 13 March 2024. In developing its LTP, ECan focused on sustainable solutions that strengthen the resilience of the Canterbury region. ECan carefully looked at its core responsibilities and the services it provided so it could create a lasting, positive impact for Canterbury and contribute to social, economic, and cultural well-being.

Councillor C McKay noted that ECan's LTP mainly focused on: environmental regulation and protection, community preparedness and response to hazards, and public transport. Levels of service were now referred to as service measures with outcomes to meet. ECan was looking at collecting an increase of \$40 million in rates revenue for year one, which equated to a 24.2% rate increase. This was significant due to 63% of ECan's income being derived from rates.

Councillor C McKay explained that an uplift in borrowing, as well as in River-resilience and Maintenance, was proposed in ECan's LTP. ECan was also investing a lot of resources to get its consenting process up to date. There had also been a large investment in public transport infrastructure aimed at increasing the reliability and frequency of bus services. This included a small increase in public transport rates for the Waimakariri District. A targeted biodiversity rate was being proposed for Christchurch City and a district-wide rate for wider flood control was proposed in the Selwyn District.

S Stewart enquired if there was an update on the investigation regarding the Cam River. Councillor McKay advised that ECan's 30-year Infrastructure Strategy included \$100,000 for upgrading the Cam River Floodgate, including a new flood gate and new bearings in the 2026/27 financial year. There was also \$1 million budgeted for tree clearance and stopbank upgrade for the Cam River from 2024 to 2027.

In response to S Stewart's question, Councillor McKay confirmed that ECan's Capital Works Programme would be debt-funded.

P Redmond questioned if Councillor McKay believed that the proposed 24.2% rate increase could be reduced. Councillor McKay noted that if Option Three for each section was preferred, the rate increase would only be 20%.

P Redmond noted that ECan had been encouraged to borrow more in the past. He sought clarity on the motivation behind borrowing for enforcement and consenting, which did not provide any security. Councillor McKay noted that ECan adopted a policy in June 2020 where it could borrow for 'natural capital'. However, she found it very concerning as there was no security.

P Redmond further noted a bus trip from Rangiora to Christchurch City cost \$2; however, the actual cost of the trip was \$11. He asked if ECan had considered increasing fare prices. Councillor McKay explained that ECan was committed to the two-year 'fare trial'. However, ECan's Council would have to discuss fare revenue before the end of the fare trail in June 2025.

A Blackie commented the timely processing of resource consent had been a challenge for years and questioned why it had been allowed to reach its current state. Councillor McKay explained that the National Policy for Freshwater raised concerns due to its complexity, which caused a delay in the processing of resource consent, which built up over time. Also, a large number of staff left during Covid, and it had been difficult to fill the roles. However, obtaining staff now seemed easier, although a large amount of training was needed.

Councillor McKay further advised that ECan did have mandated timeframes for the processing of resource consents. Unfortunately, currently, only 38% of resource contents were being completed in the mandatory timeframe.

5 **ADJOURNED BUSINESS**

Nil.

6 **REPORTS**

6.1 **Reserve Naming Request – Reserve at 34 Tuhoe Avenue, Kaiapoi – J Read (Greenspace and Community Facilities Planner)**

C Brown explained that approval was being sought to formally name a small recreation reserve in Stage 1B of the Beach Grove subdivision in Kaiapoi, as Jane's Garden Reserve. The nominated reserve name is in recognition of the work done by Jane Hughes in assisting in establishing, maintaining, and enhancing the reserve for the wider benefit of the local community. This voluntary effort has been ongoing since the reserve was first constructed in the new subdivision. The only risk was that Jane Hughes might not be involved in the maintenance of the reserve in future, even though the reserve would be named in honour of her. Also, in the future, circumstances may change, and the garden might not always be kept to the standard it was currently.

Moved: J Watson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** Report No. 240307035963.

(b) **Approves** the name Jane's Garden Reserve for the recreation reserve at 34 Tuhoe Avenue, Kaiapoi.

CARRIED

J Watson reported that J Hughes had won awards for the work she had done in the reserve. She believed that naming the reserve Jane's Garden would be a fitting tribute.

A Blackie noted there might be a small amount of risk. However, that could be dealt with if the situation arose.

6.2 **Proposal that the Tuahiwi Footpath be named "Johnno's Way" – D Mansbridge (Project Engineer) and J McBride (Roading and Transport Manager)**

J McBride advised that approval was being sought to name a new footpath in Tuahiwi, "Johnno's Way", in commemoration of Johnno Crofts, as requested by Ngāi Tūāhuriri. J Crofts campaigned for the construction of the path, and after his passing, Denise Hamilton continued to advocate for the path until her death in 2022. The bench and plaque adjacent to the path would, therefore, commemorate both J Croft and D Hamilton.

J Watson expressed a concern regarding the bench's \$4,278 cost. D Mansbridge explained that the bench was hand-crafted by a resident in Tuahiwi. However, the bench itself was only approximately \$450, and the remaining cost was due to implementation and traffic management.

P Redmond questioned whether Ngāi Tūāhuriri had been requested to fund the bench. J McBride answered that they had not been specifically asked for funding. She noted that the cost of the bench would be funded from the Tuahiwi Footpath Budget, which had sufficient budget to allow for the bench and plaque.

Moved: J Watson

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 240207016698.
- (b) **Approves** the naming of the footpath on the eastern side of Tuahiwi Road, starting at the Tuahiwi Urupa (Te Uru Ti) in the north and continuing to no. 142 Tuahiwi Road in the south, Tuahiwi, as "Johnno's Way."
- (c) **Approves** installing a memorial bench and plaque outside the Tuahiwi Reserve adjacent to the new path to commemorate Johnno Crofts and Denise Hamilton.
- (d) **Notes** that the cost to supply and install a memorial bench is estimated to be \$4,278, excluding GST. This will be funded from the Tuahiwi Footpath Budget (PJ 102011.000.5135), which has sufficient budget to allow for the bench and plaque.
- (e) **Notes** that Ngāi Tūāhuriri has proposed to hold the opening celebrations on Wednesday, 27 March 2024.
- (f) **Notes** that the views of the wider community have not been sought on this proposal.
- (g) **Circulates** this report to the Utilities and Roothing Committee for their information.

LOST
2:4

J Watson felt that J Crofts contributed to building the relationship between the Council and Ngāi Tūāhuriri, and naming a footpath after him was a good way to commemorate him. S Stewart agreed with J Watson.

A Blackie agreed that the new footpath in Tuahiwi should be named "Johnno's Way". However, he noted that the Council was trying to cut costs in a bid to keep the proposed rates increase as low as possible. He believed that \$4,278 for the installation of a bench was excessive and should have been brought to the Board for approval prior to approval. R Keetley supported A Blackies comments on the approval process.

Amendment

Moved: A Blackie

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 240207016698.

CARRIED

Moved: A Blackie

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (b) **Approves** the naming of the footpath on the eastern side of Tuahiwi Road, starting at the Tuahiwi Urupa (Te Uru Ti) in the north and continuing to no. 142 Tuahiwi Road in the south, Tuahiwi, as "Johnno's Way."

CARRIED

Moved: A Blackie

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (c) **Approves** installing a memorial bench and plaque outside the Tuahiwi Reserve adjacent to the new path to commemorate Johnno Crofts and Denise Hamilton.

CARRIED

Moved: A Blackie

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (d) **Requests** staff to seek further prices for installation of the memorial bench to bring back findings as a memo to the Board and approaches Ngāi Tūāhuriri for partial funding.

CARRIED

S Stewart Against

Moved: A Blackie

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (e) **Notes** that Ngāi Tūāhuriri has proposed to hold the opening celebrations on Wednesday, 27 March 2024.
- (f) **Notes** that the views of the wider community have not been sought on this proposal.
- (g) **Circulates** this report to the Utilities and Roading Committee for their information.

CARRIED

6.3 **Road Naming – Lime Developments Limited (The Sterling Retirement Village) – S Morrow (Rates Officer – Property Specialist)**

S Morrow spoke to the report noting that both names proposed by the developer continued the floral theme used previously in other parts of the Sterling Retirement Village in Kaiapoi.

A Blackie questioned if it was a concern that the proposed names were not included in the Pre-approved Road Naming List for Kaiapoi. S Morrow advised that the roads were two new internal private rights-of-way and not public roads, and the Board may approve any names of its choice, even if they were not included in the Road Naming List

Moved: A Blackie

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 240305033968.
- (b) **Approves** the following road names for Roads 1 and 2 as part of the Sterling Retirement Village as shown on Trim 240305033928:
1. Poppy Way
 2. Daffodil Way
- (c) **Notes** that the Community Board may replace any proposed names with a name of its choice.

CARRIED

6.4 **Road Naming – Lime Developments Limited (Silverstream Stage 7) – S Morrow (Rates Officer – Property Specialist)**

S Morrow took the report as read, noting that the road be named was a private right-of-way that would service approximately seven new lots, in Stage Seven of the Silverstream development.

In response to a question from P Redmond, S Morrow confirmed that the road would be named after sports personality Frank Endacott who was a Kiwis League coach in the 1990's and was a local identity.

Moved: T Bartle

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 240305034362.
- (b) **Approves** the following proposed road name for a private Right of Way as part of Silverstream Stage 7, as shown on Trim 240305034355.
 - 1. Endacott Lane (Pvt)
- (c) **Notes** that the Community Board may replace the proposed name with any name of its choice.

CARRIED

J Watson vacated the chair in favour of S Stewart at 4.54pm.

6.5 **Applications to the Kaiapoi-Tuahiwi Community Board's 2023/24 Discretionary Grant Fund – K Rabe (Governance Advisor)**

Having previously declared a conflict of interest, J Watson and A Blackie sat back from the table and did not partake in the consideration of this item.

T Kunkel presented the report, noting that the Cure Boating Club was well-known in the Kaiapoi community. The Club requested assistance to fund a mural across the lower level of the new rowing shed. Rowing and connection to the community waterway were the principal themes in the design.

T Bartle questioned the process for groups applying for Discretionary Grant funding after a project had been completed. T Kunkel explained that the Discretionary Grant criteria made it clear that funding would not be allocated retrospectively for projects that had already occurred. However, because the Board only met once a month, it was agreed that if an application had been received prior to a project commencing, it may be considered.

C Brown verified that the Cure Mural had not yet been completed.

R Keetley asked if the Cure Boating Club had applied to other Boards, and T Kunkel confirmed that other applications had been received.

Moved: S Stewart

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 240214021054.
- (b) **Approves** a \$1,000 grant to the Cure Boating Club to paint a mural on its river-facing wall.

CARRIED

S Stewart noted that the Cure Boating Club had a history in Kaiapoi. She believed that the mural would become a landmark on the Kaiapoi River and enhance the River Precinct. T Bartle concurred and felt that the mural would contribute to a community's identity and enhance the river area.

S Stewart vacated the chair in favour of J Watson at 5.06pm.

7 **CORRESPONDENCE**

7.1 **Letter from K Adams regarding an Information Board for the Kaiapoi Railway Station Trust**

J Watson noted the Information Board Project started many years ago, and three signboards had been installed in Kaiapoi, showing historical images of what was in the areas before the earthquakes.

Moved: J Watson

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** the correspondence.

CARRIED

8 **CHAIRPERSON'S REPORT**

8.1 **Chairperson's Report for February 2024**

J Watson advised that in February 2024:

- She had assisted the Cure Boating Club in securing funding for its mural.
- She attended the Promotions Association review. The Council was reviewing the future funding of Promotions Associations. However, no decisions have been made as of yet.
- She attended the Kaiapoi Garden Competition awards.
- She noted that the Kaiapoi Fun Run was successful, with over 300 runners.
- Two community groups had been offered the opportunity to take over hosting Matariki, Waitangi Day, and Party in the Park from All Together Kaiapoi. It was decided to hand the events over to Blue Sky Events.

Moved: J Watson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** the verbal report from the Kaiapoi-Tuahiwi Community Board Chairperson.

CARRIED

9 **MATTERS REFERRED FOR INFORMATION**

9.1 Oxford-Ohoka Community Board Meeting Minutes 8 February 2024.

9.2 Woodend-Sefton Community Board Meeting Minutes 13 February 2024.

9.3 Rangiora-Ashley Community Board Meeting Minutes 13 December 2023.

- 9.4 Chlorine Exemption Revised Strategy – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.5 Adoption of Greater Christchurch Partnership Housing Action Plan – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.6 Kaiapoi Night Market Proposal – Report to Council Meeting 7 February 2024 – Circulates to the Kaiapoi-Tuahiwi Community Board.
- 9.7 Rangiora-Ashley Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.8 Woodend-Sefton Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.9 Oxford-Ohoka Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.10 Kaiapoi-Tuahiwi Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.11 Health, Safety and Wellbeing Report January 2024 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.12 July 2023 Flood Recovery Progress Update – Report to Utilities and Roding Committee 20 February 2024 – Circulates to all Boards.
- 9.13 Libraries Update to 29 January 2024 – Report to Community and Recreation Committee 20 February 2024 – Circulates to all Boards.
- 9.14 Aquatics February Report – Report to Community and Recreation Committee 20 February 2024 – Circulates to all Boards.

Public Excluded

- 9.15 Kaiapoi regeneration Area – Wai Huka o Waitaha Trust (WHoW) Proposal Update – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.16 Proposed Partial Sale of 136 Percival Street, Rangiora – Report to Council Meeting 7 February 2024 – Circulates to all Boards.

Moved: J Watson

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board

- (a) Receives the information in Items 9.1 to 9.14.
- (b) Receives the separately circulated public excluded information in Items 9.15 and 9.16.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

R Keetley

- Attended the Museum Monthly meeting. They were still working towards their lift project. There was some frustration from an engineer not coming from Council and having to source their own.
- Attended the RSA Annual General Meeting. Their numbers were static, which was good.
- The Gypsy Fair was very well attended.

S Stewart

- Waimakariri Eyre Cust Rating Area - Kaiapoi residents were not currently being rated; however, this may change in future LTP years.
- I attended a Council workshop on Mandeville Resurgence Channel – The Council's Draft LTP, Stage one had \$1.6 million, and Stage two had \$23.9 million, covered by a district-wide rate, meaning those with no benefits would also have to pay.
- Waimakariri Biodiversity Trust held an Unlocking Nature in your Rural Block Workshop, which 15 people attended.
- Attended Greypower meeting – Concerns regarding the lack of access to a General Practitioner (GP) were raised at every meeting.
A Blackie noted that health service was not the Council's core business as doctors' practices were a private business. However, the Council could advocate for better access to health services.
Public transport and internal services were also frequently raised at Greypower meetings.
- Waimakariri Irrigation Ltd (WIL) Irrigation Dam did not pass the stakeholder vote. They were considering a breakaway company with those who voted in support of the dam.

B Cairns

- Received many calls regarding issues experienced by those living and working on the Kaiapoi River. People swimming close to boats, youths urinating into the river, diving bombing people, damaging infrastructure including electrical boxes and life preservers, rubbish, unsociable behaviour, and intimidation of youths.
- The Back to Basics event was held on 20 April 2024 at the Baptist Church Hall.
- Volunteer expos were held throughout March 2024 in Rangiora, Kaiapoi and Woodend.
- The Waimakariri Stash and Swap event was held at the Kaiapoi Library on 23 March 2024, during which people could bring unwanted craft supplies and swap them with others.
- North Canterbury Youth Futures business breakfast would be held on 30 April from 7am to 9am at MainPower Stadium. Brad Olsen would be the guest speaker.
- Attended the Kaiapoi Garden Awards Presentation.
- Kaiapoi Food Forest held six tours. Visitors came from as far as Nelson and Ashburton.
- Summer Pruning workshop would be held in late March 2024.
- The Promotions Associations Working Group met for the first time on 6 March 2024.
- Spoke at the North Canterbury Women's Institute on their yearly themes Softening Hard Times and Nourishing the Nation. They were looking to start a food forest and educational programmes.
- During a Road Safety meeting, they received data on fatal and serious crashes in the Waimakariri for the 2019-2023 period. There were 23 fatal crashes and 117 injury crashes and almost 43% involved alcohol.
- Pegasus had raised over \$8,000 for their community CCTV camera project. Sovereign Palms had now raised enough money for all three of their cameras.
- Rowing for Life passed through Waikuku, raising money for four different charities.
- Kaiapoi High School was starting the CACTUS Leadership Programme, which was partially supported by the Kind Foundation.
- The Building Unit received multiple calls and discussions with people who wished to build and live in tiny homes. It was very helpful.
- Arthur Burke Amberly provided North Canterbury Neighbourhood Support with a brand-new vehicle to assist them with their great work.
- Kaiapoi Food Forest Trust had begun developing a funding strategy to build the educational hub and had been attending meetings with staff to discuss what costs the Trust would incur regarding Development Contributions.

- Visited Lees Valley to view and understand the road and bridge repairs.
- Also visited the Rangiora Bowling Club to view their historic club rooms and hear from the members.
- Attended Waioira Links Ronel's Community Cuppa. Mike Kwant and Sylvia Docherty spoke about the Northern Pegasus Bay Bylaw.

P Redmond

- Met with Bill Rice (Richmond) to discuss the Nelson-Tasman Combined Speed Management Plan.
- Road Safety Working Group. A third of the fatalities were people not wearing seatbelts. Alcohol was involved in 40% of crashes.
- There was some opposition to the footpath in Tuahiwi. The Council allocated another \$100,000 in LTP to seal the footpath.
- \$2mil had been allocated for stopbanks in the Cam River. Significant increase in rating group as reserves had been used up.
- Attended the Transport Hearing held in the Environment Canterbury building. The focus of the submission was in support of the eastern link, Woodend bypass and Skewbridge.
- Met with the Rangiora Bowling Club. Their heritage building was not meeting the club's needs.
- Attended J O'Loughlin's farewell, who worked at the Council for 34 years.
- Attended District Licencing Committee training. Changes to the Sale and Supply of Alcohol Act, 2012 took effect from 1 May 2024, including no cross-examination by parties.
- Attended the Chief Executive Review.
- Attended the Lees Valley visit to view roading issues.
- Attended the Southbrook Reference Group meeting. They had considered disbanding.

T Blair

- The Kaiapoi Fun Run was very well done and attended.
- The Darnley Club were receiving a new van which was currently being sign written.
- Attended the Gypsy Fair.
- Several businesses have advised that they were not supportive of the night market.

T Bartle

- North Canterbury Neighbourhood Support had been donated a new vehicle.
- Coastal Drainage and Central Drainage. Money was a recurring issue for both groups.
- Attended Access Group training day.

A Blackie

- Ian MacIntosh presented to the Council on Climate Change. It was disappointing to see all statistics were from before 2015.
- Ashley Gorge Residents Advisory Group held a fun day.
- Met with Harbour Master regarding children on the Kaiapoi River and made a large amount of progress.
- Te Kohaka o Tuhaitara Trust had received several applications for the General Manager position.
- Accepted a contract for stage three of the Huria Reserve.
- Council Staff had been reporting the quotes coming in for tenders had decreased majorly.
- Boulder Copper Sounds Music Event went very well with over 200 people in attendance.

- Environment Canterbury flood gate at Beach Road had \$2mil in their LTP.
- Art strategy was finalised, an event was planned for 12 May 2024 to officially announce the strategy.
- Workshop on cycleways after NZTA pulled funding. They were not going to put a cycleway along the Woodend bypass.

11 CONSULTATION PROJECTS

11.1 Community Development

Consultation closed on Friday, 22 March 2024.

<https://letstalk.waimakariri.govt.nz/community-development>

11.2 West Eyreton Domain Pavilion

Consultation closed on Friday, 29 March 2024.

<https://letstalk.waimakariri.govt.nz/west-eyreton-domain-pavilion>

11.3 Environment Canterbury Draft Long Term Plan

Consultation runs from Wednesday, 13 March to Sunday, 14 April 2024.

ecan.govt.nz/whatsthecost.

11.4 Council Long Term Plan

The consultation was from Friday, 15 March, to Monday, 15 April 2024.

The Board noted the various Consultation projects.

12 BOARD FUNDING UPDATE

12.1 Board Discretionary Grant

Balance as at 29 February 2024: \$2,045.

12.2 General Landscaping Budget

Balance as at 29 February 2024: \$26,790.

The Board noted the Board Funding update.

.

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 Kaiapoi-Tuahiwi Community Board would be held at the Ruataniwha Kaiapoi Civic Centre on Monday 15 April 2024 at 4pm.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.31PM.

CONFIRMED

Chairperson

Date

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE OHOKA COMMUNITY HALL, MILL ROAD, OHOKA ON WEDNESDAY 3 APRIL 2024 AT 7PM.

PRESENT

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

IN ATTENDANCE

G Cleary (General Manager Utilities and Roading), K Howat (Parks and Facilities Team Leader), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

1. APOLOGIES

Moved: N Mealings Seconded: P Merrifield

THAT an apology for absence be received and sustained from R Harpur.

CARRIED

2. PUBLIC FORUM

There were no members of the public present for the public forum.

3. CONFLICTS OF INTEREST

There were no conflicts declared.

4. CONFIRMATION OF MINUTES

4.1. Minutes of the Oxford-Ohoka Community Board meeting – 6 March 2024

Moved: M Wilson Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 6 March 2024, as a true and accurate record.

CARRIED

4.2. Matters Arising (From Minutes)

There were no matters arising.

5. DEPUTATIONS AND PRESENTATIONS

5.1. Pearson Park Pump Track – Nicky Stagg

N Stagg spoke to the Board noting she worked for the Oxford Community Trust and was a teacher aide at Oxford Area School. She was proposing a bike pump track in Oxford, she was looking at a site in Pearson Park next to the Jaycee Rooms. She noted that a few years ago this had been a bike track site. The proposal had come about because there were a lot of kids in the Oxford community that biked around the town and the kids were currently constructing their own dirt jumps. She had set up a committee for the proposal who were in the process of looking at quotes. The site was 1,600sqm however they did not need to use the whole space. They wanted the track to be suitable for smaller children with balance bikes as well as for skilled riders.

N Mealings asked what the committee had done funding wise. N Stagg noted that they had not looked into any funding yet as they were still finalising a quote.

P Merrifield asked if she had consulted with the art centre and the museum. N Stagg replied that she had attended the Pearson Park Advisory Group meeting to ask them, and they were supportive of the initiative as were the art gallery and museum.

M Brown asked how the process would work. K Howat noted that from here he would write a report for the Board and part of that report would have information about the consultation with other user groups at Pearson Park.

M Brown asked if there was an approximate figure for what it was going to cost. N Stagg noted that it was a big area, and the maximum cost would be \$200,000. But the committee had contacts in the community which hopefully would cut costs.

M Wilson asked if they had thought about staging the process. N Stagg replied that they had not at this stage.

6. **ADJOURNED BUSINESS**

Nil.

7. **REPORTS**

7.1. **ANZAC Day Services 2024 – K Rabe (Governance Advisor)**

K Rabe spoke to the report noting that it was the annual report for the ANZAC Day services.

Moved: M Brown Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 240212019878.
- (b) **Appoints** Board members S Barkle and M Wilson 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 a Council representative.
- (c) **Appoints** Board members T Robson and P Merrifield to attend the Oxford Anzac Day Service at 9am on Thursday, 25 April 2024, at the Oxford Cenotaph and lay a wreath. Noting a Council representative will also be laying a wreath.
- (d) **Appoints** Board member T Robson to attend the West Eyreton Anzac Day 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 a Council representative.

CARRIED

7.2. **Application to the Oxford-Ohoka Community Board's Discretionary Grant Fund 2023/24 – K Rabe (Governance Advisor)**

K Rabe spoke to the report noting the Springton Trophy was a big event that would bring a lot of visitors to the district. A requirement for any equestrian event was to have St Johns ambulance on site for both the riders and spectators. The Club had applied to the Kaiapoi-Tuahiwi Community Board for funding towards St Johns services as well as to the Rangiora-Ashley Community Board in 2022 towards new jumps.

M Brown noted that the Club represented all pony clubs in North Canterbury. In the Boards area that included View Hill, the Oxford Pony Club, and the Eyreton Pony Club. The Springton Trophy was the biggest event in the Southern Hemisphere at a pony club level.

Moved: M Brown Seconded: S Barkle

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 240227029407.
- (b) **Approves** a grant of \$500 to North Canterbury Pony Club towards providing on-site first aid services.

CARRIED

T Fulton supported the motion however commented that events of this scale, should be brought to the Council for funding rather than applying to the Community Boards. He believed it was a strange mechanism when trying to attract and funding of this scale. He asked if there was anything comparable that the Board had funded previously.

N Mealings noted that in the application they had noted that they had already done significant fundraising and they were asking the Board for 10% of the cost towards ambulance services. Three of the clubs represented in the North Canterbury Pony Club were in the Boards ward. She supported the motion.

P Merrifield agreed about where they got the funding from as if the Council ahead of time about these events it could do consider a one off funding grant.

8. **CORRESPONDENCE**

Nil.

9. **CHAIRPERSON'S REPORT**

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

- Oxford A&P Show.

Moved: M Brown Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the update from the Oxford-Ohoka Community Board Chairperson (Trim 240326047820).

CARRIED

10. **MATTERS FOR INFORMATION**

- 10.1. Rangiora-Ashley Community Board Meeting Minutes 14 February 2024.
- 10.2. Kaiapoi-Tuahiwi Community Board Meeting Minutes 19 February 2024.
- 10.3. Chlorine Exemption Revised Strategy – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 10.4. Submission: Environment Canterbury Regional Council Regional Land Transport Plan – Report to Council Meeting 5 March 2024 – Circulates to all Boards.
- 10.5. Kerbside Collection Standardisation: Amendments to Solid Waste and Waste Handling Licensing Bylaw Terms and Conditions – Report to Council Meeting 5 March 2024 – Circulates to all Boards.

- 10.6. Health, Safety and Wellbeing Report February 2024 – Report to Council Meeting 5 March 2024 – Circulates to all Boards.
- 10.7. Enterprise North Canterbury's Draft Statement of Intent for the Financial Year Beginning 1 July 2024, Approved Six Month Report to Council 31 December 2023, and Promotion of Waimakariri District Six Month Report 31 December 2023 – Report to Audit and Risk Committee Meeting 12 March 2024 – Circulates to all Boards.
- 10.8. July 2023 Flood Recovery Progress Update – Report to Utilities and Roding Committee Meeting 19 March 2024 – Circulates to all Boards.
- 10.9. Libraries Update to 7 March 2024 – Report to Community and Recreation Committee Meeting 19 March 2024 – Circulates to all Boards.
- 10.10. Aquatics March Report – Report to Community and Recreation Committee Meeting 19 March 2024 – Circulates to all Boards.

Moved: M Wilson Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 to 10.10.

CARRIED

11. MEMBERS' INFORMATION EXCHANGE

M Wilson

- Attended the Swannanoa Fair – weather was amazing, and a lot of people attended.
- Attended the Volunteer Night at the Kaiapoi Library – not as busy as it had been in Rangiora.
- Attended the Food Security Forum which was inspirational with amazing speakers. There was a lot of thinking about how people in North Canterbury could collaborate to make sure there was the food that was needed for our community. But also looking at that the systems that were behind that.
- Kaiapoi Community Garden – volunteered and worked with the students who did the Garden to Table programme.
- Attended the Online National Community Board Hui – about the Frank Avice survey that Local Government New Zealand ran regarding Boards and the role of the Board. It was clear that the mandate for Boards could feel a bit unclear. They had five short term and two long term policy goals. Boards with formal plans felt more reflective, they had more of a focus and could see where they were going. They were looking at the next steps, and acknowledged there was a system change that could come about to better deliver the community voice to that decision making table.
- Attended the Ohoka Women's Institute Meeting.
- Oxford A&P Show.

P Merrifield

- Oxford Museum.
- Oxford A&P Show.

M Brown

- Attended the Oxford Promotions Action Committee Annual General Meeting – they had no trouble filling their office bearers for the next year. Big discussion around strategic purposes and how to bring more value to members. They were looking to extend the boundary lines for the Committee.
- West Eyreton flood work – Council staff visited residents and had got verbal sign off for the works. They would then get each property owner to sign to say they agreed on the design. They would then be going out to tender.
- Sunday 14 April – North Canterbury Vintage Market at the Rangiora Racecourse.

T Fulton

- North Canterbury Neighborhood Support meeting.
- Audit and Risk Committee Meeting.
- Council Workshop Session.
- Water Zone Committee – Action Plan funding, there were a lot of applicants for not enough money. The Committee were doing site visits of the prospective projects.
- Oxford Promotions Action Committee – good meeting, talk in context of the promotions working group and where Oxford fit in.
- Attended the opening of the administration building at Oxford Area School. It was a long awaited project; the building was not completed yet.
- Attended the Local Government New Zealand Zone 5 and 6 Conference – good to hear from several ministers there. Some of the talk included a more South Island wide approach.
- Oxford A&P Show.
- The West Eyreton Oak Reserve – Ken Howat had engaged a local contractor for the signage. There was some good artwork on display.
- There was an application pending for the Oxford Gym.
- Eyre River Stopbank near No 10 Road, was quite low. Wondered if the Stopbank had been examined by Environment Canterbury.

N Mealings

- Meeting with E Sard and the Ohoka Stream Walkway regarding the placement of the bench.
- Attended Property Portfolio Working Group Meeting.
- Attended Northern Biosecurity Advisory Group Meeting –
 - Quarterly meeting of representatives from Waimakariri District Council, Hurunui District Council and Environment Canterbury.
 - Check, Clean, Dry campaign was continuing, but unfortunately most South Island waterways now had didymo.
 - Discussed the need to monitor for and control new pests to keep them from becoming a threat.
 - Biosecurity Act review was now underway – 1,200 species now under review.
- Attended Council Workshop.
 - Update from Waimakariri Irrigation Limited regarding the water storage project. They needed 75% of members vote to approve and only received 71% so the motion failed. They were looking to form a new company with those in favor to build and manage the water storage facility and then trade water rights among themselves.
 - Fonterra required a 30% CO₂ emissions reduced from their shareholders by 2030.
 - Environment Canterbury Long Term Plan Submission and submission on the Greater Christchurch Partnership Land Transport.
 - All 'Roads of National Significance' to be four laned and grade separated. Increased funding for road maintenance (23% uplift) but \$550million taken from rail, cycling, walking and public transport funding to achieve this.
 - Some of Councils projects were at risk. There was no mention of Greater Christchurch Public Transport Futures (only Auckland and Wellington). Canterbury only got 5-8% of the funding, but represented 15% of the population, 16% GDP and 16% of national roading assets.
- Waimakariri Biodiversity Trust Lifestyle Block Event – Awesome event held at Fernside Hall with a good turnout. Speakers presented on the 'Ten Top Tips' (for keeping waterways clean on your block), 'Biodiversity in Waimakariri', practical advice on how to carry out planting/re-vegetation projects and trapping advice from Pest-Free Waimakariri.
- Attended Christchurch City Councils Coastal Hazards Working Group Meeting.
- Attended Canterbury Mayoral Forum Canterbury Biodiversity Champions Workshop regarding a review of the Canterbury Biodiversity Strategy.
- Canterbury Museum Update – Hui held at Rehua Marae in St Albans. The project was on time and budget.

- Utilities and Roding Committee Meeting – Wilson's Drive flooding recovery project had been tendered and would be complete this financial year. In a workshop discussed potential future options for the Oxford Wastewater Treatment Plant.
- District Planning and Regulation Committee Workshop.
- Council Workshop regarding Environment Canterbury Long Term Plan Submission.
- Community and Recreation Committee Meeting.
- Mandeville Sports Club Board Meeting.
- Local Government New Zealand Zone 5&6 Conference – held in Christchurch. Speakers included Ministers Chris Bishop, Simeon Brown, Mark Patterson and presentations by Economist Brad Olsen, Leanne Watson of Business Canterbury. Speakers on Localism and the Department of Internal Affairs regarding the Local Government work programme.
- Meeting with constituents.
- Community Wellbeing North Canterbury Board Meeting – two new trustees being appointed in May.
- Council Briefing.
- Waimakariri Youth Council Meeting – six new youth Councillors would come on board in May.
- Attended dedication of Tuahiwi footpath – A lovely celebrations with kaumatua, whanau involved in the project and the Tamariki from Tuahiwi School.
- Met with representative from Wai Connection – project running until June 2025. Seeks to connect interested people and communities with catchment projects.
- Portfolio catchup.
- Mandeville Sports Centre catchup with Board and Council staff.
- Arohatia te Awa Working Group meeting – First meeting re-convening the Working Group. Chair appointed, terms of Reference and meeting frequency agreed, recap of previous work done and discussion of future project priorities.
- Council meeting.

S Barkle

- Attended a meeting with T Robson and A Schulte regarding the Woodstock Quarries and Plan Change 31.
- Continued to get great comments about the path construction. People would like a path down McHughes Road as well.
- Oxford A&P Show – Paired up with L Wattie who was promoting the new bins stickers which were available at the Council. There was also rubber latches available to secure bin lids in the wind.
- Comments from residents about the pine trees at the Swannanoa Domain.

12. CONSULTATION PROJECTS

12.1. Environment Canterbury Draft Long Term Plan

Consultation runs from Wednesday 13 March to Sunday 14 April 2024.

ecan.govt.nz/whatsthecost

12.2. Council Long Term Plan

Consultation from Friday 15 March to Monday 15 April 2024.

<https://letstalk.waimakariri.govt.nz/draft-long-term-plan-2024-2034>

Community Drop-In Sessions

| | | | |
|-----------------|---------------------------|-------------------|---|
| <i>Rangiora</i> | <i>Tuesday 26 March</i> | <i>4pm to 6pm</i> | <i>Council Chambers</i> |
| <i>Woodend</i> | <i>Wednesday 3 April</i> | <i>4pm to 6pm</i> | <i>Woodend Community Centre</i> |
| <i>Oxford</i> | <i>Monday 8 April</i> | <i>4pm to 6pm</i> | <i>Oxford Town Hall</i> |
| <i>Pegasus</i> | <i>Wednesday 10 April</i> | <i>10am</i> | <i>Pegasus Community Centre (Ronel's Community Cuppa)</i> |

| | | | |
|-------------------|--------------------------|-------------------|------------------------------|
| <i>Kaiapoi</i> | <i>Thursday 11 April</i> | <i>5pm to 7pm</i> | <i>Kaiapoi Library</i> |
| <i>Mandeville</i> | <i>Thursday 11 April</i> | <i>7pm to 9pm</i> | <i>Ohoka Domain Pavilion</i> |

The Board noted the consultation projects.

13. BOARD FUNDING UPDATE

13.1. Board Discretionary Grant

Balance as at 31 March 2024: \$2,276.00.

13.2. General Landscaping Fund

Balance as at 31 March 2024: \$13,680.

The Board noted the funding update.

14. MEDIA ITEMS

16. QUESTIONS UNDER STANDING ORDERS

Nil.

17. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Wednesday 8 May 2024 at the Oxford Town Hall.

**Workshop
(8:09pm to 8:36pm)**

- *Members Forum*
Reminder to send K Rabe photos for the Board Plan

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 8.36PM.

CONFIRMED

Chairperson

Date

MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE WAIKUKU BEACH HALL, PARK TERRACE, WAIKUKU BEACH ON TUESDAY 9 APRIL 2024 AT 5.30PM.

PRESENT

M Paterson (Deputy Chairperson), B Cairns, I Fong (arrived 5:36pm), R Mather, P Redmond and A Thompson.

IN ATTENDANCE

S Salthouse (General Manager Organisational Development and Human Resources), G Stephens (Design and Planning Team Leader), M McGregor (Senior Advisor Community and Recreation), C Taylor-Claude (Parks Officer), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

There was one member of the public present.

1 APOLOGIES

Moved: B Cairns Seconded: A Thompson

THAT apologies for absence be received and sustained from S Powell and from I Fong for lateness.

CARRIED

2 CONFLICTS OF INTEREST

Item 6.3 – M Paterson declared a conflict as he is the Chairperson of the Woodend Community Association.

Item 6.4 – P Redmond declared a conflict as he was on the Northern Pegasus Bay Bylaw Review hearing panel.

3 CONFIRMATION MINUTES

3.1 Minutes of the Woodend-Sefton Community Board Meeting – 13 February 2024

Moved: R Mather Seconded: A Thompson

THAT the Woodend-Sefton Community Board:

- (a) **Confirms** the Minutes of the Woodend-Sefton Community Board Meeting held on 13 February 2024.

CARRIED

3.2 Matters Arising

There were no matters arising.

3.3 Notes of the Woodend-Sefton Community Board Workshop – 11 March 2024

Moved: R Mather Seconded: P Redmond

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the notes of the Woodend-Sefton Community Board Workshop held on 11 March 2024.

CARRIED

4 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY

There were no deputations or presentations.

5 ADJOURNED BUSINESS

There was no adjourned business.

6 REPORTS

6.1 Waikuku Beach Surf Life Saving Club Consultation Results and License to Occupy– M Kwant (Greenspace Community Projects Officer) and C Taylor-Claude (Parks Officer)

C Taylor-Claude took the report as read and highlighted the consultation results. Overall, there were 28 responses, 27 of which were in favour and one that was opposed to the project. Due to the positive response from the community, staff were seeking approval to award a license to occupy for the shed and to extend the concrete pad. She noted that the awarding of the license to occupy was subject to the Surf Club attaining its building consent which was yet to be granted.

R Mather asked if the person against the project gave any reason. C Taylor-Claude noted that it was partly to do with sustainability and longevity of the surf club building.

A Thompson queried if the license to occupy for the shed would be helpful for a new building occupying the same space. C Taylor-Claude noted that it would be addressed again if there was a need for expansion.

Moved: A Thompson Seconded: P Redmond

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 240228031049.
- (b) **Approves** the awarding of a Licence to Occupy to the Waikuku Beach Surf Life Saving Club for the proposed storage shed and to extend the concrete pad as per the Draft License to Occupy in attachment iii, and subject to the Waikuku Beach Surf Life Saving Club attaining a building consent.
- (c) **Approves** delegation to the Property Manager to work with the Waikuku Beach Surf Life Saving Club to finalise a License to Occupy.
- (d) **Approves** the conditions within the License to Occupy which contain conditions relating to the removal and nature of the improvements due to the land classification being unformed legal road.
- (e) **Notes** that the License to Occupy will be based on a peppercorn rental agreement due to the community service that is being delivered by the Waikuku Beach Surf Life Saving Club. This being for a period of three years.
- (f) **Notes** that the Waikuku Beach Surf Life Saving Club have had their resource consents from Environment Canterbury and Waimakariri District Council approved.

- (g) **Notes** that the Waikuku Beach Surf Life Saving Club have put forth a building consent application.
- (h) **Notes** that this proposal is being funded entirely by the Waikuku Beach Surf Life Saving Club and the shed and concrete pad will be maintained and owned by the Waikuku Beach Surf Life Saving Club once built.
- (i) **Notes** a previous report went to the Community Board in February 2024 that approved Council staff to publicly consult on the proposed project.
- (j) **Notes** that consultation results from the community was positive with 96.4% or 27 of 28 responses in favour of the proposal.

CARRIED

A Thompson commented that it was interesting to see how some projects could come together with the work the Board had done with the Waikuku Beach Spatial Plan which laid a foundation for the utilisation of the reserve.

P Redmond was in favour of the motion.

6.2 **ANZAC Day Services 2024 – K Rabe (Governance Advisor)**

There were no questions from members.

Moved: I Fong

Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 240212019930.
- (b) **Appoints** Board member M Paterson to attend the Woodend Anzac Service to be held at 6pm on Wednesday, 24 April 2024, at the Woodend Community Centre and to lay a wreath at the War Memorial in Woodend after the service. Noting that a Council representative will also be laying a wreath.
- (c) **Appoints** Board members R Mather and I Fong to attend the Sefton Domain Service to be held at 6pm on Wednesday, 24 April 2024 and to lay a wreath on behalf of the community. Noting that the wreath will be laid in conjunction with a Council representative.
- (d) **Appoints** Board member and R Mather to attend the Pegasus dawn service at the lake, to be held at 5.50am on Thursday, 25 April 2024, at Pegasus Lake to lay a wreath on behalf of the community. Noting that the wreath will be laid in conjunction with a Council representative.

CARRIED

As M Paterson had declared an interest in the next item he stepped down from the Chair.

Moved: R Mather

Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

- (a) **Nominates** A Thomspson to the Chair for item 6.3 of the agenda.

CARRIED

A Thompson took the Chair.

6.3 **Application to the Woodend-Sefton Community Board's 2023/24 Discretionary Grant Fund – K Rabe (Governance Advisor)**

K Rabe took the report as read.

P Redmond asked if there were any other applications which would need to be considered prior to the end for the current financial year. K Rabe replied that she currently had two applications to be presented to the following meeting.

R Mather raised the matter of the increased population of the ward however the funds allocated to the Board had not changed to accommodate this increase. It was agreed that this be included in the Board's Long Term Plan submission to the Council.

Moved: I Fong

Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 240228030633.
- (b) **Approves** a grant of \$1,000 to the Woodend Community Association towards hosting a Community Cultural and Hangi day.

CARRIED

M Paterson resumed the Chair.

6.4 **Ratification of the Woodend-Sefton Community Board's Submission to the Northern Pegasus Bay Bylaw – K Rabe (Governance Advisor)**

K Rabe spoke to the report noting this would be a retrospective ratification of the Board's submission to the Northern Pegasus Bay Bylaw review which A Thompson had spoken to at the hearing.

A Thompson noted that he had presented the submission at the hearing. There were four other submissions heard at the hearing.

Moved: A Thompson

Seconded: I Fong

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 240307035257.
- (b) **Retrospectively ratifies** its submission to the Waimakariri District Council on the Northern Pegasus Bay Bylaw Review (Trim 24022903113).
- (c) **Notes** that a Board representative will present its submission at the Northern Pegasus Bay Bylaw Review hearing being heard and considered in April 2024.

CARRIED

P Redmond abstained

7 **CORRESPONDENCE**

Nil.

8 **CHAIRPERSON'S REPORT**

8.1 **Chairperson's Report for February and March 2024**

Moved: R Mather

Seconded: I Fong

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (TRIM: 240402050103).

CARRIED

9 **MATTERS FOR INFORMATION**

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 8 February 2024.
- 9.2. Oxford-Ohoka Community Board Meeting Minutes 6 March 2024.
- 9.3. Rangiora-Ashley Community Board Meeting Minutes 14 February 2024.

- 9.4. Kaiapoi-Tuahwi Community Board Meeting Minutes 19 February 2024.
- 9.5. Chlorine Exemption Revised Strategy – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.6. Adoption of Greater Christchurch Partnership Housing Action Plan – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.7. Rangiora-Ashley Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards
- 9.8. Woodend-Sefton Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.9. Oxford-Ohoka Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.10. Kaiapoi-Tuahwi Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.11. Health, Safety and Wellbeing Report January 2024 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.12. July 2023 Flood Recovery Progress Update – Report to Utilities and Roding Committee 20 February 2024 – Circulates to all Boards.
- 9.13. Libraries Update to 29 January 2024 – Report to Community and Recreation Committee 20 February 2024 – Circulates to all Boards.
- 9.14. Aquatics February Report – Report to Community and Recreation Committee 20 February 2024 – Circulates to all Boards.
- 9.15. Chlorine Exemption Revised Strategy – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.16. Submission: Environment Canterbury Regional Council Regional Land Transport Plan – Report to Council Meeting 5 March 2024 – Circulates to all Boards.
- 9.17. Kerbside Collection Standardisation: Amendments to Solid Waste and Waste Handling Licensing Bylaw Terms and Conditions – Report to Council Meeting 5 March 2024 – Circulates to all Boards.
- 9.18. Health, Safety and Wellbeing Report February 2024 – Report to Council Meeting 5 March 2024 – Circulates to all Boards.
- 9.19. Enterprise North Canterbury's Draft Statement of Intent for the Financial Year Beginning 1 July 2024, Approved Six Month Report to Council 31 December 2023, and Promotion of Waimakariri District Six Month Report 31 December 2023 – Report to Audit and Risk Committee Meeting 12 March 2024 – Circulates to all Boards.
- 9.20. July 2023 Flood Recovery Progress Update – Report to Utilities and Roding Committee Meeting 19 March 2024 – Circulates to all Boards.
- 9.21. Libraries Update to 7 March 2024 – Report to Community and Recreation Committee Meeting 19 March 2024 – Circulates to all Boards.
- 9.22. Aquatics March Report – Report to Community and Recreation Committee Meeting 19 March 2024 – Circulates to all Boards.

Public Excluded

- 9.23. Kaiapoi regeneration Area – Wai Huka o Waitaha Trust (WHoW) Proposal Update – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.24. Proposed Partial Sale of 136 Percival Street , Rangiora – Report to Council Meeting 7 February 2024 – Circulates to all Boards.

Moved: M Paterson

Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.22.
- (b) **Receives** the separately circulated public excluded information in items 9.23 and 9.24.

CARRIED

10 **MEMBERS' INFORMATION EXCHANGE**

B Cairns

- Received requests for reviewing easter trading. It was last reviewed in 2017. It would only be considering the Easter Sunday trading and not Good Friday.
- Cameras for Pegasus – North Canterbury neighborhood Support had \$8,000 for the project.
- Gladstone Park Food Forest –staff's organising of mulch for the food forest had hit a few problems however they were confident they could still deliver the required mulch.
- There was going to be a large Matariki event in Kaiapoi which would involve all of the schools in the eastern part of the district. This included the nine schools with each school being allocated one of the nine stars celebrated during Matariki.
- Growing Gardens for Birds talk to be held on 20 April 2024 1pm to 4pm at Woodend Community Centre.

R Mather

- The first camera had been installed in Pegasus.

P Redmond

- Road Safety Working Group Meeting – vehicles per kilometer travelled had increased in the district. 1/3 of fatalities were people not wearing seatbelts. Alcohol was involved in 40% of crashes. Increased police visibility was a deterrent for crime. Police had deliberately increased visibility prior to Christmas which resulted in a 30% decrease in crime. 1 in 20 drivers that were tested were over the alcohol limit.

I Fong

- Attended the Coastal Drainage Advisory Group Meeting.

M Paterson

- Woodend Community Association Hangi.

11 **CONSULTATION PROJECTS**

11.1 **Environment Canterbury Draft Long Term Plan**

Consultation runs from Wednesday 13 March to Sunday 14 April 2024.

ecan.govt.nz/whatsthecost

11.2 **Waimakariri District Council Long Term Plan**

Consultation from Friday 15 March to Monday 15 April 2024.

<https://letstalk.waimakariri.govt.nz/draft-long-term-plan-2024-2034>

A brief discussion was held regarding the status of the Board's submission and some additional amendments were made for inclusion.

12 BOARD FUNDING UPDATE**12.1 Board Discretionary Grant**

Balance as at 31 March 2024: \$1,660.

12.2 General Landscaping Fund

Balance as at 31 March 2024: \$13,680.

The Board noted the funding update.

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 Woodend-Sefton Community Board is scheduled for 5.30pm, Monday 13 May 2024 at the Woodend Community Centre, School Road, Woodend.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.09PM.

CONFIRMED

Chairperson

Date

**Workshop
(6:09pm to 6:41pm)**

- *Greenspace Update – G Stephens (Design and Planning Team Leader)*
- *Members Forum*
 - *Queries Spreadsheet*

**MINUTES OF THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD
HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON
WEDNESDAY, 10 APRIL 2024, AT 7PM.**

PRESENT

J Gerard (Chairperson), R Brine, I Campbell, M Clarke, M Fleming, J Goldsworthy, L McClure and B McLaren.

IN ATTENDANCE

S Hart (General Manager Strategy, Engagement and Economic Development), J Read (Greenspace Planner), W Harris (Planning Manager), K Howat (Parks and Facilities Team Leader), T Kunkel (Governance Team Leader) and E Stubbs (Governance Support Officer).

There were thirty-five members of the public present to support the deputation.

1. APOLOGIES

Moved: L McClure Seconded: J Goldsworthy

Apologies for absence were received and sustained from K Barnett, J Ward, S Wilkinson, and P Williams.

CARRIED

2. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Rangiora-Ashley Community Board – 13 March 2024

Moved: I Campbell Seconded: B McLaren

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 13 March 2024.

CARRIED

3.2. Matters Arising (From Minutes)

There were no matters arising.

4. DEPUTATIONS AND PRESENTATIONS

4.1. White Rock Community Group - Mike McCaleb

M McCaleb thanked the Board for the opportunity to speak, advising that he was present as a spokesperson for the White Rock Community Group and as a representative for the larger Rangiora community.

M McCaleb noted that he had personally spoken to more than 300 local families about the White Rock Landfill proposal over the past couple of months. He provided an overview of those residents, noting the vast majority were property owners of lifestyle blocks. To give an indication of the types of people he had made a list of their highly variable occupations which he read to the Board. Amongst those people he was certain that there were people from every single political party in New Zealand. He advised the Board that,

with the exception of three people, they had all agreed on one thing – they did not want a White Rock Quarry Landfill site.

M McCaleb advised that a database of 400 people had been created of those in opposition. The community had put up signs opposing the landfill and a subset of the community had been invited to this meeting to represent the greater whole.

M McCaleb provided some context to the community suggesting that 'the occupants of the rural land to the north of the Ashley River worked harder, travelled further, grew more and mowed more'. He commented that the traffic on their rural roads was at least as diverse as the traffic in town without the convenience of footpaths or paving. They had walkers, runners, pet walkers, cyclists, motorbikes and horse riders. He expressed concern at 40-ton B-train trucks passing cyclists and horse riders at 100km/hr.

M McCaleb noted that at the meeting held at the Quarry on the 31st of January 2024, ProTranZ Earthmoving advised that the landfill was necessary as the Kate Valley Landfill was filling up faster than anticipated. Following that meeting he had spoken directly to the Kate Valley Landfill manager who confirmed that was not the case.

The community believed the primary consideration should be given to the location of the landfill and noted that the route to the quarry was populated with people opposed to the proposal. The quarry itself was a limestone quarry, and according to the Landfill Guidelines published by the Centre for Advanced Engineering at the University of Canterbury, porous rock with caves and underground streams were not a suitable location for landfill. It also sat on the Loburn Ashley fault line. In addition, they believed the banks of a river upstream of families and farms whose sole water source was that river, was an inappropriate location for landfill.

M McCaleb advised that the community objected to waste from Christchurch being trafficked through the area to be dumped at the quarry as it put residents in harms way through increased traffic, contaminated materials, or inadequate operations. He advised that he had made an official information request from ECan for ProTranZ's Leggett Road Landfill facility and received nine compliance violation reports which included "Significant Non-Compliance". He tabled those reports (Trim Ref: 240411056537). M McCaleb commented that the proposal brought no new business to the community.

M McCaleb highlighted that ProTranZ had cancelled their proposed presentation to the Board and believed they had made no genuine attempt to consult the community, including not contacting the four closest neighbours to the site.

M McCaleb finished by saying that they were at the mercy of the Board and said they believed that there was no good reason for the landfill to be inflicted on the community.

Questions

R Brine asked if M McCaleb was aware of the proposed fast track consenting regime where projects would be referred to an expert panel of three people. M McCaleb had not read the legislation, however he had spoken to the local parliamentary representative, Stuart Smith, who had indicated that the legislation was for projects of national significance and he did not believe the landfill would meet that criteria.

I Campbell thanked M McCaleb noting his presentation had answered several of his questions. He asked if the planned route would go through the main township. M McCaleb advised that he did not know the planned route, however trucks would need to cross the Ashley, Grey and Karetu Rivers and any route would travel through residential lifestyle blocks. In general he had

followed ProTranZ trucks that travelled directly through Rangiora on Ivory and Ashley Streets.

I Campbell asked if the bridges were one way and M McCaleb advised they were, and often in need of repair.

J Gerard thanked M McCaleb and the community representatives for attending the meeting. The Board had not, as yet, taken a position on the landfill, however he wished the community all the best in their endeavours.

5. **ADJOURNED BUSINESS**

There was no adjourned business.

6. **REPORTS**

6.1. **Proposed Land Exchange between Council's Drama Club Reserve (124 Church Street) and a pending Faye Construction Ltd Neighbouring Residential Development at 229A King Street – J Read (Greenspace Planner)**

J Read spoke to the report highlighting that the land exchange proposal was supported by the Greenspace team. The proposal was to marginally reduce the size of the Drama Club Reserve along its southern boundary with the proposed Faye Construction development. This would be in exchange for the developer vesting in Council a significantly longer strip of the same width land which would form a Council owned access linkage reserve connecting Church Street cul-de-sac to King Street. J Read commented it was an opportunity for significant community landscaping improvements at no cost to the community.

The opportunity was dependent on the development going ahead with resource consent. The report would go to the Council who had the authority to decline the land exchange.

W Harris advised she could answer any questions regarding the development.

R Brine asked if there were any issues around the trees on the reserve. J Read replied that it was likely a number of the trees on the privately owned land would be removed for the development. On the reserve it was likely that one relatively small tree would be removed however it was the intention of the developer to add more amenity to the reserve with tree planting and seating.

I Campbell asked about the 300m² lot size and W Harris advised that as Residential 1 zoning the section size was able to be smaller.

I Campbell asked if the land swop would allow more sections to be built and W Harris noted that the land was for a walkway and the development area was the same size.

Moved: B McLaren

Seconded: M Fleming

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 240326047829.
- (b) **Supports** the exchange of land between then Council and Faye Construction as identified within attachment iii. Land Exchange Strips in relation to properties 229a King Street and 124 Church Street.

AND

THAT the Rangiora Ashley Community Board recommends:

THAT the Council:

- (c) **Approves** the implementation of the exchange of land between the Council and Faye Construction as identified within attachment iii. Land

Exchange Strips in relation to properties 229a King Street and 124 Church Street.

- (d) **Notes** the request is to swap of 317m² of Council owned land on Drama Club Reserve (124 Church Street) for 496m² of Faye Construction owned land at 229a King Street.
- (e) **Notes** that the swap will enable a pedestrian linkage from the end of Church Street through to King Street, improving the pedestrian walkability of this area.
- (f) **Notes** that the area of Drama Club land proposed to be swapped is currently overflow car park from the previous tennis courts and of poor recreational value.
- (g) **Notes** that the land swap will not come at a cost to the Council and the development of this space will be funded through the developer. It is anticipated that the land swap will create negligible additional ongoing operational costs.

CARRIED

B McLaren supported the proposal advising that he had met with neighbours of the development. The neighbours had had problems with a previous proposal however they were very happy and supported the proposal outlined in the report. The neighbours preferred landscape Plan Option 1 as it provided parking space and had noted that the reserve was very popular with the local community.

M Fleming believed it was a great opportunity to provide walking access. She suggested fruit and or nut trees be considered for the landscape plan.

6.2. Installation of Artificial Cricket Pitch Ashgrove Park – K Howat (Parks and Facilities Team Leader)

K Howatt advised that the report arose from a request from the Rangiora Cricket Club to install an artificial pitch at Ashgrove. This was in response to increasing junior player numbers and need for access to an artificial pitch which was considered best practice for development of junior players as it was consistent and not impacted by adverse weather. The Rangiora Cricket Club had a strong focus on developing girl's cricket.

The cost of installation of the pitch was \$15,000 which would be met by the club who were looking at a cost share arrangement with Rangiora High School. The cost would be offset by a decrease in maintenance costs. The cost to the Council for installation was nil however, there would be maintenance costs sometime in the future. There was support for the pitch from Rangiora High School, Canterbury Country Cricket Association, Christchurch Junior Cricket Association and Ashgrove Primary School.

J Gerard asked about the location of the pitch in the middle of the field and K Howat advised that it was the preferred location by the club as it allowed a 50m boundary, or for a junior 30m boundary pitch would allowed for two other pitches.

M Fleming asked if having the pitch in the centre of the field allowed for playing of football. K Howat advised football could be played on either side of the pitch, however consideration could be given to moving it to one side.

M Fleming asked with the development of another cricket oval would this be doubling up? K Howat advised the new oval would be for senior games.

I Campbell asked if the pitch was to one side would it allow for a full size rugby pitch. K Howat would follow up on exact pitch size requirements however it was noted that rugby was not played in that location.

Moved: B McLaren

Seconded: R Brine

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 240325047144.
- (b) **Approves** the installation of an artificial cricket pitch at Ashgrove Park.
- (c) **Notes** that all installation costs will be met by the Rangiora Cricket Club.
- (d) **Notes** the project is supported by Canterbury Country Cricket Association, Christchurch Junior Cricket Association, Ashgrove Primary School, and Rangiora High School.

CARRIED

B McLaren thanked K Howat for a good report and as a former pupil of Ashgrove Primary School he was delighted with the proposal which came at no cost to the ratepayer.

6.3. **ANZAC Day Services 2024 – T Kunkel (Governance Team Leader)**

Moved: J Gerard

Seconded: M Clarke

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240212019959.
- (b) **Appoints** Board member M Fleming to attend the RSA service at the 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 Council representative.
- (c) **Appoints** Board members B McLaren and K Barnett. to attend the Cust 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 Council representative.
- (d) **Appoints** Board member S Wilkinson to attend the Fernside Anzac Day Service, to be held at 9am on Thursday, 25 April 2024, at the Fernside Hall. Noting that the wreath will be laid in conjunction with a Council representative.
- (e) **Appoints** Board members L McClure, J Gerard and M Fleming 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. Noting that a Council representative will also be laying a wreath.

CARRIED

6.4. **Application to the Rangiora-Ashley Community Board's 2023/24 Discretionary Grant Fund – T Kunkel (Governance Team Leader)**

T Kunkel spoke briefly to the report noting that the Rangiora Districts and Early Records Society had requested \$1,200 however the Board criteria was up to \$1,000 other than in exceptional circumstances. She commented that the Board would need to consider whether the Rachel House Trust application met criteria as it may be seen as remuneration.

Moved: B McLaren Seconded: I Campbell

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240326048105.
- (b) **Approves** a grant of \$1,000 to Rangiora and Districts Early Records Society Inc. towards the costs of upgrading the lighting in its Photographic Room.

CARRIED

B McLaren, as Board appointee to the Rangiora and Districts Early Records Society, supported the proposal agreeing that the 'exceptional' circumstances threshold was not met.

Moved: J Gerard Seconded: I Campbell

THAT the Rangiora-Ashley Community Board:

- (c) **Declines** a grant to the Rachels House Trust towards the cost of a presenter's fee to the Brainwave Trust.

CARRIED

J Gerard requested that staff speak to Rachels House Trust to explain the decline for funding and noting they would be able to re-apply.

7. **CORRESPONDENCE**

Nil.

8. **CHAIRPERSON'S REPORT**

8.1. **Chair's Diary for March 2024**

Moved: J Gerard Seconded: J Goldsworthy

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240404052265.

CARRIED

9. **MATTERS FOR INFORMATION**

- 9.1. **Oxford-Ohoka Community Board Meeting Minutes 6 March 2024.**
- 9.2. **Kaiapoi-Tuahiwi Community Board Meeting Minutes 19 February 2024.**
- 9.3. **Chlorine Exemption Revised Strategy – Report to Council Meeting 7 February 2024 – Circulates to all Boards.**
- 9.4. **Submission: Environment Canterbury Regional Council Regional Land Transport Plan – Report to Council Meeting 5 March 2024 – Circulates to all Boards.**
- 9.5. **Kerbside Collection Standardisation: Amendments to Solid Waste and Waste Handling Licensing Bylaw Terms and Conditions – Report to Council Meeting 5 March 2024 – Circulates to all Boards.**
- 9.6. **Health, Safety and Wellbeing Report February 2024 – Report to Council Meeting 5 March 2024 – Circulates to all Boards.**
- 9.7. **Enterprise North Canterbury's Draft Statement of Intent for the Financial Year Beginning 1 July 2024, Approved Six Month Report to Council 31 December 2023, and Promotion of Waimakariri District Six Month Report**

31 December 2023 – Report to Audit and Risk Committee Meeting 12 March 2024 – Circulates to all Boards.

- 9.8. **July 2023 Flood Recovery Progress Update – Report to Utilities and Rooding Committee Meeting 19 March 2024 – Circulates to all Boards.**
- 9.9. **Libraries Update to 7 March 2024 – Report to Community and Recreation Committee Meeting 19 March 2024 – Circulates to all Boards.**
- 9.10. **Aquatics March Report – Report to Community and Recreation Committee Meeting 19 March 2024 – Circulates to all Boards.**

Moved: L McClure

Seconded: M Clarke

THAT the Rangiora-Ashley Community Board:

- (a) Receives the information in Items.9.1 to 9.10.

CARRIED

10. MEMBERS' INFORMATION EXCHANGE

M Clarke

- Attended Church Street Market - around \$2,000 had been raised to support youth development in Rangiora.
- Attended Greypower meeting - members had been concerned regarding rate rises and were encouraged to submit to the Long Term Plan. They were please to see the Ivory Street refuges.

M Fleming

- Attended Volunteer Expo.
- Commented on good feedback from the Townsend Road Playground.

I Campbell

- Attended Loburn Domain to view concerns raised regarding pine trees. Concerns include root growth and rough grass, shading of sports ground, and creek blockage. Concerns would be forwarded to Greenspace.
- Had received a number of calls regarding community concerns around the Whiterock Quarry and solar farm at Sefton.

R Brine

- Attended Regional Landfill Committee meeting, the Draft Statement of Intent had been accepted.
- Attended Canterbury Joint Standing Committee meeting. The Committee had \$150,000 to contribute to waste reduction initiatives.
- Attended workshop on the fast-tracking of consenting legislation, it may apply to more than just projects of national importance. Expressed concern at a 10-day time limit to respond to application.
- Attended meeting with ECan Councillor representatives to discuss ECan's 24% rate rise. The Council would provide a submission to ECan.

J Goldsworthy

- Advised he would submitting names as additions to the pre-approved road name list.
- Advised the dog shelter had been broken into.
- Advised that Civil Defence had been preparing a skeleton recovery plan.
- Attended opening of Jonno's footpath in Tuahiwi.
- Attended drop-in session for the Long Term Plan and commented on importance of engagement.
- Rangiora Promotions were engaging in Strategic Workshops.

L McClure

- Attended Mosque Remembrance Flag Ceremony.
- Attended National Community Boards Online Hui via Zoom.
- Attended Long Term Plan workshop.
- Attended Market in the Park.
- Attended Waimakariri Health Advisory (WHAG) Group meeting,
 - a local referral pathway model for family violence was being worked on.
 - Recruitment of Chairperson was to begin, there was potential for co-chair positions and local Tuahiwi Runanga representation.
 - Noted new promotional material for the Mobile Hub.
 - The Parenting Series was underway.
 - Kathy O'Neill – Te Whatu Ora was working on data for WHAG. Alcohol harm and preventable hospitalisations would be looked at first.
- Requested support to attend Back to Basics event with Councillor Brent Cairns to promote community garden.

B McLaren

- Attended North Canterbury Musical's reunion, more than 50 people attended.
- Attended Community Patrols Health and Safety training delivered by Police. There was support to make this a regular exercise.
- Attended North Canterbury Wellbeing Trust meeting.
- Attended Long Term Plan workshop.
- Attended Justice of the Peace education session. Sovereign Citizens were presenting a significant risk to JPs, especially when visiting a JP's home.
- Attended North Canterbury Neighbourhood Support meeting and acknowledged generosity of Arthur Burkes for providing another new car for the organisation.
- Attended Civil Defence flooding scenario exercise.
- Attended Market in the Park.

11. CONSULTATION PROJECTS**11.1. Environment Canterbury Draft Long Term Plan**

Consultation runs from Wednesday 13 March to Sunday 14 April 2024.

ecan.govt.nz/whatsthecost

11.2. Council Long Term Plan

Consultation runs from Friday 15 March to Monday 15 April 2024.

<https://letstalk.waimakariri.govt.nz/draft-long-term-plan-2024-2034>

12. BOARD FUNDING UPDATE**12.1. Board Discretionary Grant**

Balance as at 31 March 2024: \$5,607.

12.2. General Landscaping Fund

Balance as at 31 March 2024: \$27,370.

13. MEDIA ITEMS**14. QUESTIONS UNDER STANDING ORDERS**

15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS**NEXT MEETING**

The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 8 May 2024.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 8.10pm.

CONFIRMED

Chairperson

Date

MINUTES FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI, ON MONDAY, 15 APRIL 2024, AT 4PM.

PRESENT

J Watson (Chairperson), S Stewart (Deputy Chairperson), N Atkinson, A Blackie, T Bartle, T Blair and R Keetley.

IN ATTENDANCE

B Cairns and P Redmond (Kaiapoi-Woodend Ward Councillors).

C Brown (General Manager Community and Recreation), K Rabe (Governance Advisor) and A Connor (Governance Support Officer).

There was one member of the public present.

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

T Blair declared a conflict of interest for item 6.2 (f) – ‘*Applications to the Kaiapoi-Tuahiwi Community Board’s 2023/24 Discretionary Grant Fund*’ relating to the Darnley Club.

B Cairns declared a conflict of interest for item 6.1 – ‘*Potential new Road Name for addition to the Pre-Approved Kaiapoi-Tuahiwi Road and Reserve Name List*’ as he had submitted the request.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 18 March 2024

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 18 March 2024, as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

Nil.

4 DEPUTATIONS AND PRESENTATIONS

4.1 Lisa Cowe – Speed on Featherstone Avenue

L Cowe was not in attendance.

5 ADJOURNED BUSINESS

Nil.

6 **REPORTS**

6.1 **Potential new Road Name for addition to the Pre-Approved Kaiapoi-Tuahiwi Road and Reserve Name List – T Kunkel (Governance Team Leader)**

K Rabe presented the report noting the name 'Roberts' could be added to the Boards New Road and Reserve name list for future use, if the Board accepted the name.

J Watson asked how many road name requests were received in a year. K Rabe noted that not many were received.

P Redmond questioned if further names could be added to the list as Gray Lang also had long service with the Kaiapoi Volunteer Fire Brigade and could be a candite.

Following P Redmond's question N Atkinson noted that the Board had previously advertised for suggested road names and he queried if this could be a regular occurrence.

S Stewart sought clarity on whether Tristen Roberts had been approached and was happy for the name to be added to the New Road and Reserves Name List. C Brown confirmed that Mr Roberts had been approached and had no objection to his name being used.

Moved: N Atkinson

Seconded: J Watson

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 240328049476.
- (b) **Approves** the inclusion of the following name in the Kaiapoi-Tuahiwi Pre-Approved New Road and Reserves Name List:
 - i. Roberts
- (c) **Request** staff to officially advise B Cairns of the outcome of the Community Board decision.
- (d) **Requests** the Board publicly advertise for names to be added to the New Road and Reserves Name List and a subsequent report be brought back to the Board with the suggested names.

CARRIED

J Watson commented it would be good to have several names brought to the Board at once.

6.2 **Applications to the Kaiapoi-Tuahiwi Community Board's 2023/24 Discretionary Grant Fund – K Rabe (Governance Advisor)**

K Rabe spoke to the report. She stated the application from the Darnley Club did not meet the criteria as the funding would only benefit one person. She had spoken to the Club in relation to why its own van could not be used for the transportation of the client and was informed that the timing did not work for their van to pick up the person who was resident in Rangiora. K Rabe then asked them if they had considered utilising the North Canterbury Minibus Trust. The Club was unsure if this option had been investigated.

When discussing the application from the Kaiapoi Branch North Canterbury Pony Club, A Blackie believed that a barbeque was a nice to have however was to the core business of the Pony Club and would support granting them a smaller amount of \$250.

R Keetley concurred due to there being minimal funds left.

Moved: N Atkinson

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 240229031713.
- (b) **Approves** a grant of \$250 to the Kaiapoi Branch North Canterbury Pony Club Inc. towards the purchase of a replacement barbeque.

CARRIED

N Atkinson noted funding was becoming harder for all groups to find and the barbeque would be able to assist with fundraising. He also noted that he would rather allocate all the money than have money in the fund at the end of the financial year.

T Bartle concurred and felt the Pony Club were a notable part of the community.

N Atkinson asked if purchasing sports equipment was generally paid for by the ministry of education or the school. Staff were unsure whether schools received funding for sports equipment.

Moved: T Bartle

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

- (c) **Declines** the application from the St Patrick's School PTA.

CARRIED

T Bartle felt this should be funded by the Ministry of Education. He requested the PTA be informed for future applications a letter from the principal should be provided explaining whether the project was funded by the Ministry of Education.

J Watson noted that although the person needing transport lived in Rangiora they had been attending the Darnley Club for many years. There was a family atmosphere at the Club and for many of the clients it was the only socialisation they got and they would miss the person if they were unable to attend.

Moved: N Atkinson

Seconded: J Watson

THAT the Kaiapoi-Tuahiwi Community Board:

- (d) **That** the application from the Darnley Club towards the cost of transporting a client lie on the table until further information on the option of the North Canterbury Minibus Trust transporting the client was submitted.

CARRIED

Moved: J Watson

Seconded: A Blackie

- (e) **Approves** a grant of \$500 to the Pines Kairaki Beaches Association towards hosting the Mid-Winter Do in July 2024 and a Kids Movie Night in September 2024.

CARRIED

It was agreed that the Pines Kairaki Beaches Association ran very good events and worked hard on fighting social isolation.

6.3 **ANZAC Day Services 2024 – Kay Rabe (Governance Advisor)**

Moved: J Watson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 240212019962.
- (b) **Appoints** Board member T Bartle, 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 Council representative.
- (c) **Appoints** Board member J Watson, 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. Noting that a Council representative will also be laying a wreath.
- (d) **Appoints** Board member S Stewart, 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 Council representative.

CARRIED

7 **CORRESPONDENCE**

Nil.

8 **CHAIRPERSON'S REPORT**

8.1 **Chairperson's Report for March 2024**

Long Term Plan submissions had been lodged for Waimakariri District Council and Environment Canterbury.

Met with Kaiapoi North School regarding the proposed fencing. The School was working in conjunction with Council staff on this project to ensure that the fencing along the reserves were to Council standard. The project would go out for consultation and a report would be presented to the Board with all the options.

Attended Pegasus Bay Steering Group Meeting.

Moved: J Watson

Seconded: A Blackie

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the verbal report from the Kaiapoi-Tuahiwi Community Board Chairperson.

CARRIED

9 **MATTERS REFERRED FOR INFORMATION**

- 9.1 Oxford-Ohoka Community Board Meeting Minutes 6 March 2024.
- 9.2 Rangiora-Ashley Community Board Meeting Minutes 14 February 2024.
- 9.3 Chlorine Exemption Revised Strategy – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.4 Submission: Environment Canterbury Regional Council Regional Land Transport Plan – Report to Council Meeting 5 March 2024 – Circulates to all Boards.
- 9.5 Kerbside Collection Standardisation: Amendments to Solid Waste and Waste Handling Licensing Bylaw Terms and Conditions – Report to Council Meeting 5 March 2024 – Circulates to all Boards.

- 9.6 Health, Safety and Wellbeing Report February 2024 – Report to Council Meeting 5 March 2024 – Circulates to all Boards.
- 9.7 Enterprise North Canterbury's Draft Statement of Intent for the Financial Year Beginning 1 July 2024, Approved Six Month Report to Council 31 December 2023, and Promotion of Waimakariri District Six Month Report 31 December 2023 – Report to Audit and Risk Committee Meeting 12 March 2024 – Circulates to all Boards.
- 9.8 July 2023 Flood Recovery Progress Update – Report to Utilities and Roading Committee Meeting 19 March 2024 – Circulates to all Boards.
- 9.9 Libraries Update to 7 March 2024 – Report to Community and Recreation Committee Meeting 19 March 2024 – Circulates to all Boards.
- 9.10 Aquatics March Report – Report to Community and Recreation Committee Meeting 19 March 2024 – Circulates to all Boards.

Moved: J Watson

Seconded: N Atkinson

THAT the Kaiapoi-Tuahiwi Community Board

- (a) Receives the information in Items.9.1 to 9.10.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

A Blackie

- Huria Reserve Planting, the weather was not the best resulting in a poor turnout. The communications plan needed to be worked on to ensure the public knew of where and when planting days would be carried out.
- Pegasus Bay Bylaw Hearing. Heard four submissions.
- Attended the Tuahiwi footpath opening which was very nice ceremony. Raised a few questions regarding traffic management costs.
- Te Kohaka o Tuhaitara Trust new General Manager had been appointed.
- Cure Boating Club mural had been completed.

T Bartle

- Waimakariri Health Advisory Group meeting. Major changes with the new Government. The group was looking for a new Chairperson.
- Pegasus Bay Bylaw Hearing. Was a very interesting process.
- Coastal Drainage meeting. There was not enough money available for them to do what they needed to do to mitigate ongoing flooding. Issues regarding who was responsible for different areas.
- LTP submission meeting.

T Blair

- Watched My Kitchen Rules. There were two Kaiapoi resident competing as a team who promoted the town very well.

N Atkinson

- Busy with District Plan Hearings. Would be valuable for the Board to receive an update on the District Plan. Was changing to an activities-based plan rather than an effects-based plan.

T Bartle asked if it was too late for further submissions. N Atkinson noted hearings were closed for submissions however further submissions would come with variations further along the process.

P Redmond

- Attended several Long Term Plan drop-in sessions. Turnout was variable between the sessions. Lots of submissions received during the weekend.
- Council received update from the Canterbury Museum Trust.
- Attended the Local Government New Zealand (LGNZ) Zone conference in Christchurch.
- LGNZ had a Community Boards Group that held online hui. They were a good way to hear what was going on with other Community Boards throughout New Zealand.
- Attended Pegasus Bay Bylaw Hearing.
- Attended several tender openings. Prices were becoming more competitive and often were under the engineers estimate.

B Cairns

- Received contact from several people regarding Easter trading. The Bylaw was last reviewed in 2017. A Private Members Bill had recently been placed regarding Easter Trading especially Sunday trading and therefore Council would wait for the outcome before reviewing its Bylaw.
- Sovereign Palms cameras had all been installed.
- Back to Basics workshop was being held in Rangiora.
- Grow your Garden for Birds workshop was being held in Woodend.
- Riversong event. Would be a teaser event for what they had planned for 2025.
- Matariki event could potentially be spread over a number of days. Traffic management was a major obstacle.

S Stewart

- Attended Kaiapoi Promotions Association meeting. They were having a brainstorming session on its purpose.
- Arohatia Te Awa was up and running again. Isibea Clark was the project manager and Niki Mealings was the new Chair. There was still uncertainty regarding the Cam River stopbank.
- Waimakariri Biodiversity Trust was holding a Grow Your Garden for Birds event at the Woodend Community Centre.
- All rural drainage groups were struggling with the same issues and until a drainage rate review was complete that was unlikely to change.
- Greenpeace were offering free nitrate testing on Sunday 21 April 2024.

R Keetley

- Monthly museum meeting. Additional storage was required which could alleviate the need for a goods lift.

11 CONSULTATION PROJECTS

11.1 Environment Canterbury Draft Long Term Plan

Consultation runs from Wednesday 13 March to Sunday 14 April 2024.

ecan.govt.nz/whatsthecost

11.2 Council Long Term Plan

Consultation from Friday 15 March to Monday 15 April 2024.

<https://letstalk.waimakariri.govt.nz/draft-long-term-plan-2024-2034>

12 BOARD FUNDING UPDATE**12.1 Board Discretionary Grant**

Balance as at 31 March 2024: \$1,045.

12.2 General Landscaping Budget

Balance as at 31 March 2024: \$26,790.

13 MEDIA ITEMS

Request Road Name suggestions from the community.

14 QUESTIONS UNDER STANDING ORDERS

Nil.

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 20 May 2024 at 4pm.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5PM.

CONFIRMED

Chairperson

Date

Workshop

- *Members Forum*

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR INFORMATION

FILE NO: GOV-18 / 240502070178

REPORT TO: Council

DATE OF MEETING: 7 May 2024

FROM: Dan Gordon, Mayor

SUBJECT: Mayor's Diary
Monday 25 March 2024 – Sunday 28 April 2024

1. SUMMARY

Attend regular meetings with the Chief Executive, Management Team, and staff.

| | |
|--------------------|---|
| Tuesday 26 March | Meeting: Phone call with Hamiora Bowkett (Department of Internal Affairs) Attended: LTP Drop-In Session (Rangiora) Interview: Compass FM |
| Wednesday 27 March | Meeting: Waitaha PHO Meeting (Online); RSA/Passchendaele Trip; ENC Board Meeting Opened: Tuahiwi Footpath |
| Thursday 28 March | Meeting: Canterbury Regional Transport Committee (RLTP Deliberations); Council discretionary funding; Loburn Fire Response – Mayoral Relief Fund Allocation; Leadership Breakfast Discussion Attended: Greater Christchurch Partnership Mayors/Chair Breakfast |
| Friday 29 March | Good Friday |
| Saturday 30 March | Attended: Oxford A&P Show |
| Sunday 31 March | Easter Sunday |
| Monday 1 April | Easter Monday |
| Tuesday 2 April | Meeting: North Canterbury Councils Forum; Ministry of Transport (online) with Council staff; Phone call with Zone 6 Tamah Alley Attended: Waitaha PHO meeting with Chief Executive and Chair |
| Wednesday 3 April | Meeting: LGNZ R & P Sector (online); Tracy Tierny from GCP; Staff re Lees Valley Visit; Waitaha PHO Board Meeting |

| | |
|--------------------|--|
| | Attended: Leadership Breakfast as MC; LTP Drop-In Session (Woodend) |
| Thursday 4 April | Meeting: Southbrook Reference Group; David Hill (NCN); Council staff; Staff re ANZAC Day Presented: Rangiora High School Academic Awards Ceremony |
| Friday 5 April | Attended: National Rural Health Conference (Wellington) |
| Saturday 6 April | Attended: National Rural Health Conference (Wellington) |
| Sunday 7 April | Meeting: North Canterbury Equestrian Advocacy Group submission with Ecan Chair, Peter Scott and Kaiapoi RSA President, Neil Price |
| Monday 8 April | Meeting: Te Maire Tau with Council CEO; LGNZ National Council (online) Attended: LTP Drop-In Session (Oxford) |
| Tuesday 9 April | Meeting: Lees Valley Visit – Meet with residents; Council briefing |
| Wednesday 10 April | Meeting: Resident re: zoning; Enterprise North Canterbury CE, Heather Warwick Attended: LTP Drop-In Session (Pegasus) |
| Thursday 11 April | Meeting: LGNZ Rural & Provincial Sector (Wellington); Mayors and CE's re: GCP Attended: LTP Drop-In Session (Kaiapoi and Ohoka) |
| Friday 12 April | Meeting: LGNZ Rural & Provincial Sector (Wellington) |
| Monday 15 April | Meeting: Zone 6 Chair (online); Residents re Queen Street Trees (on-site) |
| Tuesday 16 April | Meeting: Rangiora Health Hub; Utilities & Roading Committee; District Planning & Regulation Committee; Council Workshop; Residents re Wreath Laying at ANZAC Services Interview: Compass FM Attended: Rangiora Volunteer Fire Brigade Quiz Night |
| Wednesday 17 April | Meeting: Pre-Climate Change Reference Group (online); Joint Runanga Meeting; Greater Christchurch Partnership Pre-meeting; Resident Attended: Urdiael Brown Funeral; Primary and Community Health Meso Organisation discussion |
| Thursday 18 April | Meeting: Climate Action Reference Group (online); Fire & Emergency NZ approach with staff and Deputy Mayor; Canterbury Regional Transport Committee re RLTP Approval; Panellist on LGNZ Zoom on safety Presented: Citizenship Ceremony |
| Friday 19 April | Meeting: GCP Mayors, Chair and CE; Greater Christchurch Partnership Committee; Malcolm Alexander (online); Principal North Loburn School; LTP Project Control Group Discussion; Coffee with resident on development matter |

| | |
|--------------------------------|--|
| Saturday 20 April | Attended: Riversong Kaiapoi |
| Sunday 21 April | Attended: Ride of Respect |
| Monday 22 April | Meeting: Malcolm Alexander re 3 Waters with council CEO (online); Staff re ANZAC Day speeches; Resident; Councillor Fulton re Ecan – future local freshwater leadership Attended: Kitty Kingdom Quiz and Raffle |
| Tuesday 23 April | Meeting: Road Controlling Authorities Forum Event (Wellington) |
| Wednesday 24 April | Meeting: Chris Gunn re Te Kaha Stadium; Resident; Leadership Breakfast de-brief with Ruby Wilson and Staff Attended: Charles Upham ANZAC Service Speech: Ohoka ANZAC Service; Woodend ANZAC Service |
| Thursday 25 April ANZAC Day | Attended: Pegasus ANZAC Dawn Service; Kaiapoi ANZAC Dawn Service; Kaiapoi RSA Breakfast; Rangiora RSA Lunch Speech: Kaiapoi Citizens ANZAC Service; Rangiora Cenotaph ANZAC Service |

THAT the Council:

- a) **Receives** report N°.



Dan Gordon
MAYOR

Key:

LTP – Long Term Plan
RLTP – Regional Land Transport Plan
DIA – Department of Internal Affairs
PHO – Primary Health Organisation
GCP – Greater Christchurch Partnership
WPH – Waitaha Primary Health
NCN – North Canterbury News