

# Waimakariri District Council

# Agenda

Tuesday 3 February 2026

9.00am

Council Chamber  
215 High Street  
Rangiora

**Members:**

Mayor Dan Gordon

Deputy Mayor Philip Redmond

Cr Tim Bartle

Cr Brent Cairns

Cr Wendy Doody

Cr Tim Fulton

Cr Jason Goldsworthy

Cr Bruce McLaren

Cr Niki Mealings

Cr Shona Powell

Cr Joan Ward

<b>AGENDA CONTENTS – COUNCIL MEETING 2 DECEMBER 2025</b>		
<b><u>Item Number</u></b>	<b><u>Item Topic</u></b>	<b><u>Pages</u></b>
4.1	Confirmation of Minutes – Council Meeting 2 December 2025	8 – 27
<b>Reports</b>		
7.1	Declaring Designations Part of the Partially Operative District Plan Operative	28 – 30
7.2	Proposed Parking and Traffic Bylaw 2026 – Draft for Formal Public Consultation Request	31 – 120
7.3	Minor Amendment to the Alcohol Control Bylaw 2025	121 – 172
7.4	Bylaw Programme Update February 2026	173 – 177
<b>Health Safety and Wellbeing</b>		
8.1	Health, Safety and Wellbeing Report December 2025 to Current	178 – 188
<b>Correspondence</b>		
9.1	Local Government New Zealand Quarterly Report July to December 2025	189 – 210
<b>Minutes for Information</b>		
10.1	Minutes of the Utilities and Roading Committee 25 November 2025	211 – 226
11.1	Minutes of the Oxford-Ohoka Community Board inaugural 5 November 2025	227 – 231
11.2	Minutes of the Oxford-Ohoka Community Board 5 November 2025	232 – 239
11.3	Minutes of the Woodend-Sefton Community Board of 10 November 2025	240 – 245
11.4	Minutes of the Rangiora-Ashley Community Board 12 November 2025	246 – 258
11.5	Minutes of the Kaiapoi-Tuahiwi Community Board 17 November 2025	259 – 269

An ordinary meeting of the Waimakariri District Council will be held in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora, on **Tuesday 3 February 2026** commencing at 9am.

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**

The Council acknowledges Ian Poulter for receiving a new years honour for services to education. To be a member of the New Zealand Order of Merit.

4. **CONFIRMATION OF MINUTES**

4.1 **Minutes of a meeting of the Waimakariri District Council held on Tuesday 2 December 2025**

8 – 27

*RECOMMENDATION*

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of the Waimakariri District Council meeting held on Tuesday 2 December 2025

4.2 **Matters Arising from Minutes**

5. **DEPUTATIONS AND PRESENTATIONS**

Nil.

6. **ADJOURNED BUSINESS**

Nil.

## 7. REPORTS

### 7.1 Declaring Designations Part of the Partially Operative District Plan Operative – Matthew Bacon (Development Planning Manager) and Neil Sheerin (Senior Planner)

*RECOMMENDATION*

28 – 30

**THAT** the Council:

- (a) **Receives** Report No. 260107002020
- (b) **Approves** the Designations part of the Partially Operative District Plan in accordance with clause 17(2) of Schedule 1 of the Resource Management Act 1991.
- (c) **Publicly notifies** the date on which the Designations part of the Partially Operative District Plan will be operative in accordance with clause 20(2) of Schedule 1 of the Resource Management Act 1991.

### 7.2 Proposed Parking and Traffic Bylaw 2026 – Draft for Formal Public Consultation Request – Billy Charlton (Environmental Services Manager), Shane Binder (Senior Transportation Engineer) and Gina Maxwell (Business and Project Advisor)

*RECOMMENDATION*

31 – 120

**THAT** the Council:

- (a) **Receives** Report No. TRIM:260115006009
- (b) **Approves** the Statement of Proposal and Draft Parking and Traffic Bylaw 2026 (attachments ii and iv, TRIM 250220027899 and 250317044593) for public consultation.
- (c) **Appoints** a Hearing Panel to The Parking and Traffic Bylaw 2026, consisting of three Councillors ....., ....., ....., to consider submissions and make recommendations to the Council meeting on 7 July 2026.
- (d) **Notes** the consultation timeline (6 February – 6 March 2026) and proposed adoption date 7 July 2026.
- (e) **Delegates** authority to the General Manager, Strategy, Engagement, and Economic Development to approve minor edits prior to consultation.
- (f) **Circulates** the report and attachments to the Community Boards for information.

### 7.3 Minor Amendment to the Alcohol Control Bylaw 2025 – Nadeesha Thenuwara (Policy Analyst)

*RECOMMENDATION*

121 – 172

**THAT** the Council:

- (a) **Receives** Report No. 251125223754.
- (b) **Approves** the minor amendment to the Alcohol Control Bylaw 2025 (Attachment i, TRIM 250723134962), which extends the alcohol ban at Trousselot Park and Scott Rose Garden Reserve to include the adjacent hydro parcel in Kaiapoi.
- (c) **Approves** the updated Kaiapoi Alcohol Ban Area map in Schedule 1 (Attachment iv, TRIM 260127013402).
- (d) **Notes** that Trousselot Park and Scott Rose Garden Reserve have alcohol bans in parts of the parks without a visible boundary between the banned and ban-free areas, creating practical challenges for enforcing the Alcohol Control Bylaw.
- (e) **Notes** that the alcohol ban area within the parks is owned by the Council, while the adjacent area without an alcohol ban is a Crown hydro parcel (ID 3592609) managed by Land Information New Zealand (Attachment ii, TRIM 250515086256).

- (f) **Notes** that, in response to a formal request from staff, Land Information New Zealand approved the extension of the Waimakariri District Council alcohol ban over the hydro parcel (ID 3592609), which is administered by them, in October 2025 (Attachment iii, TRIM 251216239644).
- (g) **Notes** that staff conducted a workshop with the Kaiapoi-Tuahiwi Community Board in September 2024 to discuss this matter, and no objections were raised to the proposal to extend the alcohol ban over the hydro parcel (ID 3592609).
- (h) **Notes** that New Zealand Police, who have authority to enforce the bylaw on behalf of the Council, support the extension of the alcohol ban over the hydro parcel (ID 3592609).
- (i) **Circulate** this report to Kaiapoi-Tuahiwi Community Board for their information.

7.4 **Bylaw Programme Update February 2026** – Sylvia Docherty (Strategy and Business Manager)

*RECOMMENDATION*

173 – 177

**THAT** the Council:

- (a) **Receives** Report No. 260108002452.
- (b) **Notes** work on the Bylaw Programme currently includes the following Bylaws:
  - (i) New Traffic and Parking Bylaw – report to Council 3 February 2026.
  - (ii) Updated Stock Movement Bylaw – report to Council 3 March 2026.
  - (iii) New Commercial Wastewater Bylaw – expected mid-2026.
  - (iv) New Residential Wastewater Bylaw – expected mid-2026.
  - (v) Review of Property Maintenance Bylaw – workshop with District Planning and Regulations Committee 10 February 2026.
  - (vi) Minor amendment to the Alcohol Control Bylaw 2025 – report to Council 3 February 2026.
- (c) **Notes** feasibility studies are underway for possible Bylaws related to animal control, freedom camping and public spaces.
- (d) **Notes** staff will report to Council on the progress or feasibility of each Bylaw separately.
- (e) **Circulates** this report to Community Boards for information.

**8. HEALTH, SAFETY AND WELLBEING**

8.1 **Health, Safety and Wellbeing Report December 2025 to Current** - Jeff Millward (Chief Executive)

*RECOMMENDATION*

178 – 188

**THAT** the Council:

- (a) **Receives** Report No 260120009124.
- (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.

**9. CORRESPONDENCE**

9.1 Local Government New Zealand Quarterly Report July to December 2025

*RECOMMENDATION*

189 – 210

(a) **THAT** Item 9.1 be received for information.

**10. COMMITTEE MINUTES FOR INFORMATION**

10.1 Minutes of the Utilities and Roading Committee meeting 25 November 2025

*RECOMMENDATION*

211 – 226

(a) **THAT** Item 10.1 be received for information.

**11. COMMUNITY BOARD MINUTES FOR INFORMATION**

11.1 Minutes of the Oxford-Ohoka Community Board inaugural meeting 5 November 2025

11.2 Minutes of the Oxford-Ohoka Community Board meeting 5 November 2025

11.3 Minutes of the Woodend-Sefton Community Board meeting of 10 November 2025

11.4 Minutes of the Rangiora-Ashley Community Board meeting 12 November 2025

11.5 Minutes of the Kaiapoi-Tuahiwi Community Board meeting 17 November 2025

*RECOMMENDATION*

227 – 269

(a) **THAT** Items 11.1 to 11.5 be received for information.

**12. COUNCIL PORTFOLIO UPDATES**

12.1 **Iwi Relationships** – Mayor Dan Gordon

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

12.3 **Government Reforms** – Mayor Dan Gordon

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

12.5 **International Relationships** – Deputy Mayor Philip Redmond

**13. QUESTIONS**

*(under Standing Orders)*

**14. URGENT GENERAL BUSINESS**

*(under Standing Orders)*

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

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

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

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

- 15.1 Confirmation of Public Excluded Minutes of Council Meeting 2 December 2025
- 15.2 25/66 Kaiapoi Bridge Balustrade Replacement Tender Approval Report to Council

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.
<b>MINUTES</b>			
15.1	Confirmation of Public Excluded Minutes of Council Meeting 2 December 2025	Good reason to withhold exists under Section 7	To protect 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 <b>LGOIMA Section 7 (2)(a), (g) and (i).</b>
<b>REPORT</b>			
15.2	25/66 Kaiapoi Bridge Balustrade Replacement Tender Approval Report to Council	Good reason to withhold exists under Section 7	To protect 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. <b>LGOIMA Section 7 (2)(a), (g) and (i).</b>

### **CLOSED MEETING**

*Refer to Public Excluded Agenda (separate document).*

### **OPEN MEETING**

### **NEXT MEETING**

The next ordinary meeting of the Council is scheduled for Tuesday 3 March 2026, commencing at 9am to be held in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora.

**MINUTES OF THE MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON TUESDAY, 2 DECEMBER 2025, COMMENCING AT 9AM.**

**PRESENT**

Mayor D Gordon (Chairperson), Deputy Mayor P Redmond, Councillors T Bartle (virtually), B Cairns, T Fulton, J Goldsworthy, B McLaren, N Mealings, S Powell, and J Ward.

**IN ATTENDANCE**

S Hart (General Manager, Strategy Engagement and Economic Development), C Genet (General Manager Finance and Business Support), C Brown (General Manager Community and Recreation), G Cleary (General Manager Utilities and Roding), S Nichols (Governance Manager), J Recker (Stormwater and Waterways Manager), D Young (Senior Engineering Advisor), R Kerr (Rangiora Eastern Link Project Manager), S Docherty (Strategy and Business Manager), D Caird (Senior Policy Analyst), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

**1. APOLOGIES**

Moved: Councillor Goldsworthy

Seconded: Councillor McLaren

**THAT** the Council:

- (a) **Receives** and sustains an apology for leave of absence from Councillor W Doody.

**CARRIED**

**2. CONFLICTS OF INTEREST**

No conflicts of interest were declared.

**3. ACKNOWLEDGEMENTS**

- Phyllis Strand of Woodend celebrated her 100<sup>th</sup> birthday. Councillor Powell accompanied the Mayor to visit Ms Strand at her Woodend home to present her with flowers. Ms Strand related many interesting stories about her life and attributed her longevity to the quality of the water in Canterbury.
- Living the Dream launch - Several students from Oxford Area School had been included in the publication, which was tabled for members' interest.
- The Soroptimist Christmas Tree Festival, which marked the start of the Festive Season, would be held at the Rangiora Service Centre until 17 December 2025.

**4. CONFIRMATION OF MINUTES**

**4.1 Minutes of a meeting of the Waimakariri District Council held on Tuesday, 4 November 2025**

Mayor Gordon expressed appreciation to Councillor Mealings for undertaking an analysis of the committee appointments made at the previous Council meeting. He noted that this review may lead to adjustments to the Committee's composition. Any changes, however, would be communicated directly to individual members and formally confirmed at a later date.

Moved: Deputy Mayor Redmond

Seconded: Councillor Goldsworthy

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of the Waimakariri District Council meeting held on Tuesday, 4 November 2025.

**CARRIED**

#### 4.2 **Matters Arising**

Nil.

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

#### 5.1 **Stormwater Management Area (SMA) in Mill Road, Ohoka** - Ngaire Wilkinson

N Wilkinson attended via audiovisual link and spoke about the potential Stormwater Management Area (SMA) at Mill Road, Ohoka. N Wilkinson advised that she was the owner of 382 Mill Road, which was part of the 2013 Private Plan Change, ODP160. She noted that she had been trying to complete the subdivision of her land for several years, but that progress had been delayed by shifting regulatory requirements.

It was noted that part of Ms Wilkinson's land, along with that of seven neighbouring properties, had previously been purchased by the Council for stormwater management purposes but was now no longer required. Ms N Wilkinson provided an overview of the plan change, outlining delays and evolving requirements, including recent legislative changes currently before Parliament and the requirements of the Proposed District Plan.

N Wilkinson requested the Council to urgently:

- Proceed to declare the land surplus and revoke the SMA and Reserve status of the two parcels of her land.
- Confirm that individual onsite stormwater disposal was acceptable for the eight properties without the need for numerous individual reports, such as Geotech.
- Sell the land back to her, as the original owner.
- Write to the Ministry for the Environment requesting an exemption from the two-year moratorium, to allow this process to proceed.

Mayor Gordon thanked Ms N Wilkinson for her presentation and noted that a report on the matter was scheduled to be submitted to the Council in February 2026. The Mayor requested that a workshop be arranged beforehand to brief the Council on the delays and changes encountered, to ensure all aspects are clear and understood before consideration of the report.

### 6. **ADJOURNED BUSINESS**

Nil.

### 7. **WATER SERVICES RELATED REPORTS**

#### 7.1 **Woodend Box Drain Treatment Facility Upgrade Project** – J Recker (Stormwater and Waterways Manager) and K Ismail (Waterways Engineer)

J Recker and D Young presented the report, which updated the Council on the progress of the Woodend Box Drain Treatment upgrade and sought approval to progress the project to the design stage based on the recommended solution of an offline first flush basin and wetland.

J Recker noted that the box drain catchment in Woodend was one of the largest without comprehensive stormwater treatment. Staff had been working with Ngai Tūāhuriri Rūnanga, who had expressed concern regarding the drain's discharges into the Tuahiwi Stream.

Councillor Fulton sought an explanation for the concept of a boxed drain. J Recker advised that the term originated from the former box-line drain, a rectangular channel supported by wooden struts. This system has since been upgraded to a 600mm pipe with a swale above it. He noted that a gross pollutant trap had previously been installed to capture larger litter and sediment. At present, during rainfall events, manhole overflows were directed into the swale and channel. The proposed flush basin in the wetland was of standard design. J Recker explained that the existing gross pollutant trap would act as the first filter, capturing large debris, before flows enter the flush basin, where smaller particles settle, and heavy metals subside. The water would then pass through the wetland, where vegetation and biological processes provide further treatment, before final discharge into the stream.

In response to Councillor Cairns' query about the disposal of soil during wetland creation, J Recker replied that most of the soil would be used on-site, and any removed soil would be included in the estimated cost. As regards archaeological considerations, this still needed to be assessed.

Councillor Mealings queried what the original budget being considered for reallocation was to be used for, and whether any scheduled projects were being left out with the reallocation. J Recker noted that the budget was set to cover the Council's global consents throughout the four townships. Rangiora upgrades had been completed, and work for Woodend, Oxford and Kaiapoi had been started, which needed to be completed by 2040 to fulfil the consent requirements. As Woodend was the largest untreated catchment, it took priority.

Moved: Mayor Gordon

Seconded: Councillor Fulton

**THAT** the Council:

- (a) **Receives** report No. 251016197189.
- (b) **Authorises** Council staff to progress the Woodend Box Drain Treatment Facility Upgrade Project to the design stage, based on the recommended solution of an offline first flush basin and wetland, which currently has an estimated cost of \$1,419,000 for design and construction.
- (c) **Notes** that the total project cost of \$2,451,659 (when including the land acquisition and other costs to date) can be funded by \$2,215,750.00 from Box Drain Improvements (PJ 101736.000.5123) with an additional \$236,000.00 from Woodend Global Consent Implementation Works budget to be allocated to this project.
- (d) **Notes** that the total combined budget of \$2,451,750 is funded by multiple sources, being the sale of the property once the project is complete (\$600,000), Better of Funding (\$1,100,000) and through loan funds/rates (\$751,750).
- (e) **Notes** that Ngai Tūāhuriri Rūnanga have had a representative involved in the feasibility stage and will also be involved in reviewing and providing feedback on the following design phases.
- (f) **Notes** that the preliminary and detailed design are intended to be undertaken by an external consultant, and that a request for proposal will be issued following Council approval to proceed to the design stage.
- (g) **Notes** that this work will utilise existing Coastal Urban Drainage capital works budgets from the Woodend Box Drain Improvements Project and the Woodend Global Consent Implementation Works.

- (h) **Notes** that Council staff will be requesting realignment of budgets as part of the 2026/27 Annual Plan process.
- (i) **Notes** that if the above recommendations are approved, the staff will progress to tendering and awarding the design components of the project in keeping with the Delegations Manual, but the construction of the project will not commence until the Council has approved the construction tender award.
- (j) **Circulates** this report to the Woodend-Sefton and Kaiapoi-Tuahivi Community Boards for information.

**CARRIED**

Mayor Gordon acknowledged that by identifying and purchasing the land, the Council had recognised that the current situation was not sustainable and required improvement. The increased growth in the area had increased pressure on the system and therefore needed to be addressed. He thanked staff for co-designing a system with the Runanga, which was comfortable to support, especially given that this would be on Māori Reserve 873 land. Mayor Gordon believed that the design was a tangible demonstration of the partnership that the Council had developed with the Runanga. Drainage was a priority for investment, which was acknowledged in its Long Term Plan.

Councillor Fulton supported the motion, stating that it was a positive indication that the Council supported not only rural and urban areas but also the smaller communities within the Waimakariri District. This project addressed a past shortfall, and the proposed upgrade would filter and allow water to discharge in a more natural manner, thereby supporting the natural environment.

Councillor Powell applauded the co-design, which would improve drainage in an area that had been problematic. She noted that recommendation (j) requested that the report be circulated to the Woodend-Sefton Community Board and suggested that it be circulated to the Kaiapoi-Tuahivi Community Board as well. The Mayor and Councillor Fulton concurred.

## **8. REPORTS**

### **8.1 Rangiora Eastern Link: Next Steps to Revise Concept Design and Approval of Expenditure – R Kerr (Rangiora Eastern Link Programme Manager)**

R Kerr and D Young presented the report, which updated the Council on the progress of the Rangiora Eastern Link and sought approval to bring forward the 2026/27 budget. Funding would be used to develop a business case to present to the New Zealand Transport Agency (NZTA) to support the request for co-funding of the Rangiora Eastern Link. The Eastern Link would cover three kilometres, which included waterways and challenging geotechnical conditions.

Councillor Fulton asked how bringing forward budgets would affect the remainder of the financial year and the Council's Capital Programme. G Cleary replied that much consideration had gone into the year's budgets, with most of it focused on the Capital Works Programme. Staff developed the budget by predicting how much would be needed for each project and a series of milestones that needed to be reached before the money was spent. Therefore, on a large project such as this, the requested funds represented a very small percentage of the overall price. Bringing funding forward was actually a good thing in many ways, as the more conservative the approach, the faster the project could be completed, and the Council was unlikely to deliver all its projects within the financial year. The risk was not overspending but the opposite: the need was to draw down more money than was currently being drawn down, and this was managed throughout the year. The Management Team kept an active note on budgets that had been brought forward.

Councillor Ward queried why discussions with KiwiRail were occurring, given that the Council already had access across the railway line. R Kerr noted that KiwiRail had processes that took considerable time, and this was the reality when dealing with a partner organisation. The changes to the crossing were related to squaring and upgrading it, rather than relocating it. The changes would affect KiwiRail's signalling, causing ripples throughout the network.

In response to Deputy Mayor Redmond's request for clarity on the risks for this project, R Kerr replied that affordability would be addressed by developing the business case for co-funding from NZTA which relied on developing a concept design and going through rigour with good contractor involvement to ensure the delivery of the most affordable design was cost effective and delivered the transport benefits that the project promised. The timeline depended on the project's cost: if it was under \$35,000, it was handled on a regional level with a 35-day turnaround; if it exceeded \$35,000, it was considered at the national level and took longer. Risks to the environment depended on the options considered, such as whether a coal lean or bridging was chosen around the diversion of waterways, and other such scope changes.

In response to Councillor McLaren's query regarding Geotech risks, R Kerr noted that it was established that the groundwater was very high in the northern section and better in the southern section. The Geotech team had done a lot of work in this area, including ongoing measurements with isometers and ongoing tests on soil contamination and cold tar testing.

Mayor Gordon asked if the term 'value engineering' meant that staff were working with a contractor to fact-check some of the old ground aspects. R Kerr agreed, noting the key was in the earthworks strategy and factoring in what was done with the material dug out, as well as any material brought onto the site.

Councillor Fulton asked whether consultation with landowners and the immediate community had taken place. R Kerr replied that the Stark family, in particular, were kept informed, and staff met with neighbours and landowner's fortnightly. There had also been discussions with neighbours around March and Dunlop Roads.

Moved: Councillor Ward

Seconded: Councillor McLaren

**THAT** the Council:

- (a) **Receives** Report No. 251105210048.
- (b) Approves bringing forward \$255,000 from the FY26/27 Rangiora Eastern Link budget (PJ 102432.000.5133) which has an available budget of \$5,000,000 (of which 51% is assumed to be subsidised) to fund additional design work and enable the project to continue to progress.
- (c) **Notes** that NZTA will not subsidise this additional expenditure as it exceeds the Business Case and Concept Design budget, and approval has not yet been given for the remainder of the spend.
- (d) **Notes** that a report will be brought to the February Council meeting with an updated cost estimate, a recommended draft Business Case for sending to NZTA and a full summary of the financial effects.

**CARRIED**

Councillor Ward stated that the Eastern Link project was essential to Rangiora, given the growth on the eastern side of the township. Currently, congestion in Southbrook was impacting retailers, and the Eastern Link Road would relieve some of the pressure on Southbrook Road. She urged staff and members not to delay. This was not a matter of affordability, as the longer the project was delayed, the more expensive it would become. It was up to the Council to support the staff in moving the project forward, which, in turn, would affect the desirability of living and working in Rangiora and the wider district.

Councillor McLaren concurred with Councillor Ward's comments, noting that funding from NZTA was critical, and time was well spent on ensuring the correct information was made available for a successful outcome.

Mayor Gordon supported the concept design. He agreed that this was a critical project for the district's transport network and required co-funding from NZTA. He urged staff to have a Communication Plan ready by February 2026, which should include letters to the Transport Minister and local Members of Parliament to ensure they were aware of the project's importance. Mayor Gordon also stated that this was the first step in improving the Waimakariri's transport network. The second part of that was the realignment of Skewbridge, which was an essential factor in the bigger scheme and should not be forgotten.

Councillor Powell endorsed the Mayor's comments, stating that a coordinated network plan affected all areas of the Waimakariri District, noting that traffic was currently diverting through Tuahiwi and Woodend, and that all the projects mentioned, as well as the Woodend bypass impact on the roading network.

Councillor Mealings supported the motion, also referring to the rapid growth of the area and noting that a viable roading infrastructure would benefit everyone in the district. She believed that taking time to get this concept right was key to future success.

Councillor Fulton supported value engineering, being adaptable and responsive; however, he urged the Council to have a light touch on the land, as environmental aspects were also imperative.

Deputy Mayor Redmond also supported the motion, noting the project was not without risks; however, this would be one step forward, and he supported a cautious approach.

Councillor Ward stated that she was aware that the Waimakariri roading network had been included in the National Long Term Plan and was currently awaiting NZTA's support. The Council needed to advocate for fast-tracking these projects at every opportunity.

## 8.2 **Council Submissions to Central Government Consultations for September and October 2025** – S Docherty (Strategy and Business Manager)

S Docherty presented the report, which provided the Council with the formal opportunity to receive submissions that had been submitted to meet the timeframes of consultations that were unable to be received at a formal Council meeting. S Docherty drew the members' attention to recommendation (e), which noted the proposed legislative changes anticipated for consultation and that would impact local government, including Phase 3 of the resource management reform, emergency management, the Building Act amendment, and local government infrastructure funding and financing.

Mayor Gordon noted that the legislative changes had been discussed at the Mayoral Forum and would like a session arranged to update members on the content of those discussions.

Moved: Councillor Ward

Seconded: Deputy Mayor Redmond

**THAT** the Council:

- (a) **Receives** Report No. 251116217091.
- (b) **Endorses** the attached submission made on 30 September 2025 to the Government's Justice Committee regarding Antisocial Road Use Legislation Amendment Bill (attachment i / 250919179110), noting that the draft submission was shared with the Council on 19 September 2025 for review and feedback.
- (c) **Endorses** the attached submission made on 3 October 2025 to the Government's Local Government Commission regarding the Draft Standard Code of Conduct developed for the Local Government (System Improvements) Bill (attachment ii / 250923181180), noting the draft submission was shared with the Council on 24 September 2025 for review and feedback.

- (d) **Notes** both Council submissions were shared with Elected Members in draft form prior to final review and signature by the Mayor and Chief Executive.
- (e) **Notes** proposed legislative changes are anticipated to be available for consultation within the next two months that will impact local government including phase 3 of the resource management reform, emergency management, building act amendment and local government infrastructure funding and financing (development levies).
- (f) **Circulates** the report and attached submissions to the Community Boards for their information.

**CARRIED**

Councillor Ward commented that the Council were fortunate to have the Policy Team managing the Council's submissions on the programme of Government changes.

Deputy Mayor Redmond noted that the quality of the submissions from the Council had been commended. He applauded the team for their work, especially during the time when the Councillors were unavailable due to the election process.

Councillor Fulton raised concerns regarding the Code of Conduct changes in respect of risks to the Chief Executive and queried whether this was general or specific to Waimakariri. Mayor Gordon assured him that it was a generic comment that referred to local government as a whole and did not reflect on staff or the Chief Executive.

The Mayor asked S Docherty to pass on his thanks to her team for the quality submissions developed on the Council's behalf.

### 8.3 **Adoption of Community Board Submissions on Resource Management Matters Policy** – D Caird (Senior Policy Analyst)

D Caird and S Docherty presented the report, which sought approval to adopt the Community Board Submissions on Resource Management Matters Policy. D Caird noted that staff had presented at the All Board session in July 2025 to obtain feedback, which had been included in the policy before the Council for approval.

Mayor Gordon questioned why this had not gone to the Community Boards individually, and D Caird replied that it was partly a timing issue and also gave the Board members a chance to discuss the matter openly, providing shared views and consistent feedback. The main feedback point was a request to carry forward the unused funding into the following year's budget to establish a buffer. Mayor Gordon requested that, in future, feedback and changes be summarised and included in the report. Hence, Councillors were aware of precisely what had been amended as a result of the feedback received.

Deputy Mayor Redmond asked for clarification on the \$10,000 limit, as he was under the impression that the \$40,000 set aside was to be pooled rather than divided between Community Boards, i.e., \$10,000 per Board. D Caird replied that the \$10,000 was per RMA consent and not per Community Board; therefore, a Board could receive \$20,000 by opposing two different consents, with a maximum of \$10,000 per consent. S Hart noted that it was hard to predict which consents would be contested and in which areas; therefore, it was unfair to limit the Boards to \$10,000 if they had more than one consent in their area.

Councillor Fulton queried whether, with the fast-track process, RMA changes, and the reduction in the power of local authorities, the fund would be enough to make a significant difference to Community Boards. D Caird replied that if the situation changed, the amount set aside could be reviewed when required.

Councillor Fulton also asked what the process would be if a consent affected more than one ward or even more than one district. Mayor Gordon replied that a policy could only be put in place for what was currently occurring, and if there were a change, then the policy would need to be reviewed and amended if required.

Councillor Goldsworthy queried what would happen if the consent was on the boundary between wards, and D Caird advised that a joint submission was possible in those cases.

Mayor Gordon noted that any applications require the review of the General Manager of the Board applying for funding, who would consult with the Board Adviser, the Management Team and the Chief Executive to ensure consistent allocations. He asked that the Chair of the District Planning and Regulation Committee and the District Planning Portfolio Holder be included in the team reviewing the applications and allocations.

Moved: Deputy Mayor Redmond      Seconded: Councillor Fulton

**THAT** the Council:

- (a) **Receives** Report No. 250814150730.
- (b) **Adopts** the Community Board Submissions on Resource Management Matters Policy.
- (c) **Notes** the Policy is intended to provide a clear and transparent process for Community Boards to access the funds provided by the Council when submitting on Resource Management matters.
- (d) **Notes** the draft Policy was presented at an All-Boards workshop 23 July 2025.
- (e) **Notes** that if a Community Board chooses to pursue further action after a consent hearing, it must submit a more detailed application.
- (f) **Notes** the Policy will be reviewed in 1 year to assess the effectiveness of the Policy.
- (g) **Circulates** this report to Community Boards for information.

**CARRIED**

Deputy Mayor Redmond noted that a productive discussion among the Community Boards had led to changes in the policy wording. He believed the suggested shift in representation, with elected members in the guise of the Committee Chair and Portfolio Holder, was relevant and struck a good balance when allocating funds.

Councillor Fulton agreed that the elected member's input was essential and felt that the fund was currently sufficient to address the need for community involvement.

Councillor Mealings noted that it was much better to have a policy to deal with funding requests rather than handle each request on an ad hoc basis. She stated that it was essential to allow Community Boards to represent their communities, as it was challenging for the average resident to fight RMA consents on their own.

Mayor Gordon supported the Policy, noting that the matter had been thoroughly discussed during a workshop. With the changes to the RMA, it was important to give Community Boards a pathway to speak on behalf of their communities. He believed these requests for funding assistance would increase, given the current legislative changes. He commended S Barkle and T Robson of the Oxford-Ohoka Community Board for the work they had done, and the results accomplished in the Board's opposition to the Woodstock Quarries Limited

Resource Consent application. By doing much of the work themselves, they had managed to greatly reduce the costs of lawyers and other consultants.

Unconfirmed

8.4 **Report Adoption of Elected Member Expenses Policy** – S Nichols (Governance Manager)

S Nichols presented the report seeking the Council's approval of the updates to the Elected Member Expenses Policy required by the Remuneration Authority. The key change was the provision of a Home Security allowance for elected members, which would cover the purchasing and installation of a security system, as well as \$1,000 towards monitoring the system.

Councillor Fulton raised concerns about the onus placed on the Chief Executive and asked how the Chief Executive could determine his own risk. S Nichols explained that independent consultants would be used to assess the risk's severity and report back to the Chief Executive with their recommendations. She also noted that the policy would be evaluated by the Remuneration Authority to ensure there were no conflicts or contradictions within the policy.

In response to a query from Councillor Cairns, S Nichols replied that the home security would only be implemented from the beginning of this term and could not be backdated to the previous term.

Moved: Councillor Powell

Seconded: Councillor Ward

**THAT** the Council:

- (a) **Receives** Report No. 251121221669.
- (b) **Approves** the Elected Member Expenses Policy to 30 June 2026 (Trim 251121221672).
- (c) **Notes** that a copy of the updated adopted Policy is sent to the Remuneration Authority.
- (d) **Circulates** a copy of this report and the approved Expenses Policy to all Community Boards for their reference.

**CARRIED**

Councillor Fulton supported the motion; however, he noted that he was concerned that the onus was on the member to comply with all reporting requirements when threatened, which would only cause further stress and anxiety. He asked whether the process could be streamlined and simplified.

Mayor Gordon concurred and requested that S Nichols take Councillor Fulton's concerns on board to mitigate this concern. He asked that the matter be workshopped to address members' reservations and ensure the policy was clear and understandable.

A refresh briefing would be held in the near future to aid councillors understanding of techniques for handling risks they may face during the course of their role.

8.5 **Elected Member Pecuniary Interests Register** – S Nichols (Governance Manager)

S Nichols presented the report, which formally provided an update on the Register of Interests, which recorded elected members' pecuniary (financial) interests.

Councillor Mealings requested that her entry be amended to read Waimakariri Diversity Trust.

Moved: Mayor Gordon

Seconded: Councillor Cairns

**THAT** the Council:

- (a) **Receives** Report No. 251113216245.

- (b) **Notes** that members supplied information directly to the Governance Manager to enable Register compilation no later than 24 November 2025.
- (c) **Notes** that the Register of Interests will be placed on the Council website.
- (d) **Notes** that a copy of this report will be circulated to the Community Boards, who are also subject to the Register.
- (e) **Notes** that the updated Elected Members Pecuniary Interests Register will be uploaded to the Council website prior to 20 December 2025.

**CARRIED**

Mayor Gordon noted that it was important that the public were aware of the Councillors' commitments and responsibilities, and to which organisations they had been appointed, to ensure complete transparency. Mayor Gordon noted that misinformation had been spread regarding his involvement with Waitaha Primary Health Limited and Waitaha Primary Health Holdings Ltd, confusing some members of the public.

Councillor Cairns said the Council was obliged to carry out its business as transparently as possible.

Councillor McLaren agreed, noting that when he had started in public service, he was required to sign a non-disclosure agreement, and at that time, much of the work was kept in-house. Since changes to the legislation, there has been an obligation for council business to be carried out in public and for information to be made easily accessible.

*The meeting was adjourned from 10.57 am to 11.10 am for refreshments.*

8.6 **Oxford-Ohoka Community Board Chairpersons Report for the Period 1 January 2025 to 30 September 2025** – S Barkle (Oxford-Ohoka Community Board Chairperson)

T Kunkel took the report as read, and there were no questions from elected members.

Moved: Councillor Mealings      Seconded: Councillor Fulton

**THAT** the Council:

- (a) **Receives** report No. 250904167536.
- (b) **Circulates** a copy of this report to all the Community Boards.

**CARRIED**

Councillor Mealings commented that it had been a momentous year, and S Barkle and T Robson had done an outstanding job on behalf of the Community Board and the community.

Councillor Fulton noted that the representation that S Barkle and T Robson had given in the last term and were still giving was impressive.

Mayor Gordon endorsed the members' comments. He noted that S Barkle and T Robson had put in enormous effort on various submissions covering a range of topics.

8.7 **Kaiapoi-Tuahiwi Community Board Chairpersons Report for the Period 1 January 2025 to 30 September 2025** – J Watson (Kaiapoi-Tuahiwi Community Board Chairperson)

T Kunkel took the report as read, and there were no questions from elected members.

Moved: Deputy Mayor Redmond

Seconded: Councillor Cairns

**THAT** the Council:

- (a) **Receives** report No. 250922179735.
- (b) **Circulates** a copy of this report to all the Community Boards.

**CARRIED**

Deputy Mayor Redmond stated that he was not a member of the Kaiapoi-Tuahiwi Community Board during this period, but he did attend their meetings. He wished the Board well in the future.

Councillor Cairns noted this showed the importance of our local Community Boards and the amount of work they conducted on the Council's behalf for the community. He commended the Governance Team and staff for their work supporting the Community Boards.

Mayor Gordon endorsed the members' comments. J Watson was very generous with her time, donating it to various groups. Kaiapoi looked incredible, thanks to the work put in by the Board members.

8.8 **Rangiora-Ashley Community Board Chairpersons Report for the Period 1 January 2025 to 30 September 2025** – J Gerard (Rangiora-Ashley Community Board Chairperson)

T Kunkel noted that the Chairperson wished to acknowledge the Community Board members' effort, dedication, and commitment to the community, especially the work of Board Members Monique Flemming, Murray Clarke, and Ivan Campbell, who retired at the end of the term. The Board also wished to acknowledge and thank Mayor Gordon and the Councillors for their continued support, as well as the staff for their assistance.

There were no questions from elected members.

Moved: Councillor McLaren

Seconded: Councillor Ward

**THAT** the Council:

- (a) **Receives** report No. 250922179987.
- (b) **Circulate** a copy of this report to all the Community Boards.

**CARRIED**

Councillor McLaren noted the report reflected the significant amount of work undertaken. He was impressed by the level of delegation and the trust placed in Community Board members.

Councillor Ward acknowledged M Fleming, who had stood down from the Community Board. She had been a tireless and, tremendous supporter of the Waimakariri District.

Mayor Gordon acknowledged and thanked J Gerard for his many years of service as a Community Board member, Councillor, and Mayor. He noted that J Gerard has stepped down as Chairperson however was now the Deputy Chairperson. Mayor Gordon also commended L McClure on her appointment as Chairperson of the Rangiora–Ashley Community Board.

8.9 **Woodend-Sefton Community Board Chairpersons Report for the Period 1 January 2025 to 30 September 2025** – S Powell (Woodend-Sefton Community Board Chairperson)

Councillor Powell acknowledged the achievements of the Woodend–Sefton Community Board over the past year, noting that several longstanding projects had been completed while others remain ongoing for the incoming Board. She recognised the contributions of I Fong and R Mather, who retired from the Board, and expressed appreciation to the Governance Team for their support and to the Council for considering the Board’s requests.

There were no questions from elected members.

Moved: Councillor Cairns

Seconded: Deputy Mayor Redmond

**THAT** the Council:

- (a) **Receives** report No. 250922179579.
- (b)
- (c) **Circulates** a copy of this report to all the Community Boards.

**CARRIED**

Councillor Cairns acknowledged Councillor Powell for her extensive work on numerous projects, particularly the Woodend Bypass and the Pegasus Community Centre, and commended her longstanding advocacy. He also congratulated the Community Board on its achievements.

Deputy Mayor Redmond noted his six years of service on the Woodend–Sefton Community Board under Councillor Powell’s chairmanship, recognising her as an excellent Chair and congratulating her on her election to Council.

Mayor Gordon endorsed these remarks, highlighting Councillor Powell’s strong and effective advocacy, her exceptional effort in preparing submissions, and stated that her election to Council was unsurprising given her record of service.

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

9.1 **Health, Safety and Wellbeing Report October 2025 to Current** - J Millward (Chief Executive)

S Hart took the report as read, and there were no questions from elected members.

Moved: Councillor Mealings

Seconded: Councillor McLaren

**THAT** the Council:

- (a) **Receives** Report No 251118219225.
- (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. **COMMUNITY BOARD MINUTES FOR INFORMATION**

- 10.1 Minutes of the Rangiora-Ashley Community Board meeting 29 October 2025  
 10.2 Minutes of the Woodend-Sefton Community Board meeting of 29 October 2025  
 10.3 Minutes of the Kaiapoi-Tuahiwi Community Board meeting 30 October 2025

Moved: Councillor Ward

Seconded: Councillor Goldsworthy

**THAT** the Council:

- (a) **Receives** Items 10.1 to 10.3 for information.

**CARRIED**

## 11. **COUNCIL PORTFOLIO UPDATES**

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

Mayor Gordon thought the Council's relationship with the iwi was in a positive position. The Chief Executive kept in regular contact with various partners. A Runanga liaison meeting was coming up.

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

There was a meeting scheduled for Friday, 5 December 2025.

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

Mayor Gordon noted the draft points that the Minister for the South Island, J Meager, had asked councils to submit on.

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

Councillor Mealings highlighted the following:

- **Canterbury Climate Partnership Plan**
  - The Group continues to meet quarterly and has made progress across planned actions, although some are lagging due to limited staff resources.
  - Canterbury councils have contributed over 1,000 staff hours to the project between the start of the financial year and 30 October 2025.
  - Environment Canterbury has allocated Partnership Plan funds to employ a part-time project manager to support implementation, following completion of their improvement process.
- **Canterbury Risk Visualisation Tool Project**
  - Responsibility for project management has been handed to Selwyn District Council. A decision on whether to proceed with a region-wide tool is pending, with next steps likely to include regional data analysis.
- **Blue Green Network**
  - A University of Canterbury Climate and Resilience Intern has been employed for six weeks to prepare the regional inventory tender document for the project.
- **Organisational Sustainability Emission Reduction Plan**
  - In October 2025, team leaders were asked to identify current or proposed actions to reduce organisational emissions. Seven teams have responded to date.
  - Staff was continuing work on the Council's risk assessment, scheduled for completion by the end of January 2026.
  - The Government released its national adaptation framework in October 2025, with consultation expected in early 2026.

11.5 **International Relationships** – Deputy Mayor Philip Redmond

Three areas of international relationships were noted: the twinning relationship with Zonnebeke, Belgium; the connection of the Passchendaele Advisory Group with Zonnebeke; and the sister city relationship with Enshi, established in 2016.

12. **QUESTIONS**

Nil.

13. **URGENT GENERAL BUSINESS**

Nil.

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

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

Moved: Councillor Mealings

Seconded: Councillor Ward

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

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

- 14.1 Mandeville Resurgence Project Update and Proposed Strategy Direction
- 14.2 East Woodend Stormwater Improvements
- 14.3 Business Case Approval for Solar Farm at Rangiora WWTP – Pre-Construction Phase
- 15.1 Extension of Contracts 18/17 and 18/18: Kerbside Collection & Facilities Operations
- 15.2 Partial Acquisition of Todds Road and Fernside Road, Rangiora
- 15.3 Approval of Scheme Design and Commence Property Purchase Negotiations at Parsonage Road.
- 15.4 Request to Bring Forward Budget for the Kaiapoi Bridge Balustrade Upgrade
- 15.5 Contract 25/61 Parks and Reserves Maintenance Contract Tender Award
- 15.6 Scheduled Cleaning Services
- 15.7 Housing for the Elderly – Update on Projects and Planning

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.
<b>WATER SERVICES RELATED REPORTS</b>			
14.1	Mandeville Resurgence Project Update and Proposed Strategy Direction	Good reason to withhold exists under Section 7	To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities. <b>LGOIMA Section 7(h).</b>
14.2	East Woodend Stormwater Improvements	Good reason to withhold exists under Section 7	To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities, <b>LGOIMA Section 7(h) and 7(2)(i).</b>
14.4	Business Case Approval for Solar Farm at Rangiora WWTP – Pre-Construction Phase	Good reason to withhold exists under Section 7	To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities, <b>LGOIMA Section 7(h).</b>

Item No	Subject	Reason for excluding the public	Grounds for excluding the public.
<b>REPORTS</b>			
15.1	Extension of Contracts 18/17 and 18/18: Kerbside Collection & Facilities Operations	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial), and maintain legal professional privilege. <b>LGOIMA Section 7 (2)(a), (g) and (i).</b>
15.2	Partial Acquisition of Todds Road and Fernside Road, Rangiora	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial), and maintain legal professional privilege. <b>LGOIMA Section 7 (2)(a), (g) and (i).</b>
15.3	Approval of Scheme Design and Commence Property Purchase Negotiations at Parsonage Road.	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial), and maintain legal professional privilege. <b>LGOIMA Section 7 (2)(a), (g) and (i).</b>
15.4	Request to Bring Forward Budget for the Kaiapoi Bridge Balustrade Upgrade	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial), and maintain legal professional privilege. <b>LGOIMA Section 7 (2)(a), (g) and (i).</b>
15.5	Contract 25/61 Parks and Reserves Maintenance Contract Tender Award <i>(Refer to Supplementary Agenda)</i>	Good reason to withhold exists under Section 7	To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities, <b>LGOIMA Section 7(h).</b>
15.6	Scheduled Cleaning Services	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial), and maintain legal professional privilege. <b>LGOIMA Section 7 (2)(a), (g) and (i).</b>
15.7	Housing for the Elderly – Update on Projects and Planning	Good reason to withhold exists under Section 7	To enable the local authority to carry out, without prejudice or disadvantage, commercial activities and enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) <b>LGOIMA Section 7(2)(h) and (i).</b>

**CLOSED MEETING**

*The public excluded portion went from 12:06pm to 3:17pm*

**OPEN MEETING**

14.3 **Business Case Approval for Solar Farm at Rangiora Wastewater Treatment Plant – Pre Construction Phase** – J Throne (Strategic Asset Management Advisor) and K Simpson (3 Waters Manager)

Moved: Councillor Ward

Seconded: Councillor McLaren

**THAT** the Council:

(d) **Receives** Report No. 251021200651.

(e) **Approves** the recommended option to progress to the design and pre-construction phase for a 1.1 megawatt \$2.4 million solar farm at the eastern extent of the Rangiora Wastewater Treatment Plant (WWTP).

(f) **Approves** staff to seek a budget of \$150,000 as a Level of Service capital works project for the Council to consider among other priorities through the 2026/27 Annual Plan process. The \$150,000 is to complete the design and pre-construction project phase in the 2026/27 financial year under the Rangiora Wastewater Scheme.

(g) **Notes** that the project is estimated to create a net lifetime saving of approximately \$850,000.

(h) **Notes** that the project is estimated to create a net lifetime saving of approximately 2,567 tonnes of carbon emissions as carbon dioxide equivalent (CO<sub>2</sub>e).

(i) **Notes** that budget will be loan-funded, with the repayment of the loan coming through internal charging of the various operational expenditure accounts that will benefit from paying for electricity supplied by the solar farm at a lower price, such that there is no negative rating impact.

(j) **Notes** that provision for the remaining \$2.25 million construction budget will be sought through the 2027/28 Long Term Plan process.

(k) **Notes** that final approval of construction funding will be subject to future Council decision and is dependent on an acceptable pre-construction phase and design-build procurement outcome.

(l) **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; to enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.

**CARRIED**

15.1 **Extension of Contracts 18/17 ad 18/18: Kerbside Collection and Facilities Operations**  
– K Waghorn (Solid Waste Asset Manager)

Moved: Councillor Ward

Seconded: Councillor McLaren

**THAT** the Council:

- (a) **Receives** Report No. 251119219772.
- (b) **Approves** the first one-year extension to the Solid Waste Contracts, at a forecast total value of \$4,253,800, comprising:
  - (i) Contract 18/17 Kerbside Collections at a forecast value of \$2,736,700, to be funded out of Collections Account budgets for Rubbish, Recycling and Organics Collections.
  - (ii) Contract 18/18 Facilities Operations and Maintenance, at a forecast value of \$1,517,100, to be funded out of the Disposal Account budgets for Oxford Transfer Station, Southbrook Transfer Station, Transportation (greenwaste) and Recycling.
- (c) **Notes** that the contract documents for Contract 18/17 Kerbside Collections and Contract 18/18 Facilities Operations & Maintenance allow for two (2) more one-year extensions to both contracts.
- (d) **Resolves** that the recommendations in this report be made publicly available but that the contents of 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).

**CARRIED**

15.5 **Contract 25/61 Parks and Reserves Maintenance Contract Tender Award** –  
G MacLeod (Community Greenspace Manager)

Moved: Deputy Mayor Redmond

Seconded: Councillor Mealings

**THAT** the Council:

- (e) **Receives** Report No. 251110213355.
- (f) **Authorises** Council staff to award Contract 25/61 – Parks and Reserves Maintenance Contract to Delta Utility Services Limited for a sum of \$12,952,640 over the five-year contract term. This figure is within existing budgets.
- (g) **Notes that** the annual budget available is spread across four activities. Recreation, Cemeteries, Drainage and Rooding. The budget is \$5,478,093, which exceeds the tender price from Delta of \$2,590,528.
- (h) **Notes** that both figures provided above do not include Consumer Price Index adjustments over the contract term.
- (i) **Notes** that the overall budget reconciliation will be reported through the Annual Plan process.
- (j) **Notes** that the contract term is for five years, plus two rights of renewal at two years each, nine years in total.
- (k) **Notes** that the five-year engineer's estimate for this contract was \$16,400,000.00 following the Section 17A review that was presented to Council in April 2025.

- (l) **Notes** that the provisional items of Sports Field Maintenance and Native Garden Maintenance are to remain within the contract, given the competitive rate that has been submitted.
- (m) **Notes** that Delta Utility Services Limited is the incumbent contractor. Mobilisation is still expected under the new contract, as updated systems and reporting are put in place to support effective management and tracking.
- (n) **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.
- (o) **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**

15.6 **Scheduled Cleaning Services** – R Bailey (Procurement Specialist)

Moved: Councillor McLaren

Seconded: Deputy Mayor Redmond

**THAT** the Council:

- (a) **Receives** Report No. 251031206836.
- (b) **Approves** Option 1 for the Council to sign the All of Government (AoG) Syndicated Services Agreement for Scheduled Cleaning Services with OCS Limited.
- (c) **Approves** the Council participating in the Cleaning and Related Services Agreement, maintaining the current level of service with minor adjustments to reflect current operational practices. No substantial changes to service levels are proposed:
  - i. The agreement has a total annual value of \$642,848 over a term of three (3) years, resulting in a total contract value of \$1,988,805, inclusive of a 3.6% Consumer Price Index (CPI) adjustment, under the Common Use Provision of the Agreement.
  - ii. The allocated budget for cleaning services in the 2025/26 financial year is \$1,146,820.
  - iii. Estimated savings are \$177,151 (21.6%) on current costs using minimum wage schedules, or \$117,227 (14.3%) using living wage schedules.
- (d) **Notes** the Council investigated including MainPower Stadium in the cleaning schedule, but it was identified that it was preferable to stay with the local provider used by the Sports Trust.
- (e) **Notes** the Council has maintained its existing levels of cleaning service. Minor adjustments have been made to reflect current operational practices that were previously not included in the contract; however, these changes are not considered substantial. Overall, cleaning schedules and service standards remain consistent, with generally high levels of satisfaction reported through regular user surveys conducted by various asset managers.

- (f) **Resolves** that the recommendations in this report be made publicly available but that the contents remain public excluded as there is good reason to withhold in accordance with Section 7(2)(h) of the Local Government Official Information and Meetings Act: “enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities”.

**CARRIED**

**16. NEXT MEETING**

The Council was scheduled to meet in the Council Chamber, Rangiora Service Centre, Rangiora, at 9am on Tuesday, 27 January 2026, to consider the Draft Annual Plan Budget for 2026/27.

The next ordinary meeting of the Council was scheduled for Tuesday, 3 February 2026, commencing at 9am to be held in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 12:06pm.

CONFIRMED

\_\_\_\_\_  
Chairperson  
Mayor Dan Gordon

\_\_\_\_\_  
Date

**WAIMAKARIRI DISTRICT COUNCIL**  
**REPORT FOR DECISION**

**FILE NO and TRIM NO:** DDS-06-10-02-05-14/260107002020

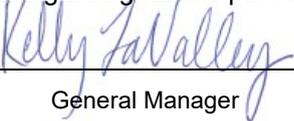
**REPORT TO:** COUNCIL

**DATE OF MEETING:** 3 February 2026

**AUTHOR(S):** Neil Sheerin, Senior Planner  
Matthew Bacon, Development Planning Manager

**SUBJECT:** Declaring Designations part of Partially Operative District Plan Operative

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

  
 General Manager

  
 Chief Executive

**1. SUMMARY**

- 1.1. This report is to request a decision from Council declaring the Designations part of the Waimakariri Partially Operative District Plan (PODP) operative. The relevant designations are listed within the Council's Eplan, with the relevant purposes set out on the Council's website.
- 1.2. There is recent and increasing interest from requiring authorities to use designations in the PODP. All submissions related to designations have been disposed of, and no appeals relating to designations were lodged with the Environment Court. The designations in the PODP are now beyond challenge.
- 1.3. However, technically the designations are not operative because, under the Resource Management Act 1991 (RMA), a designation is defined as a provision in a district plan, and a district plan is defined as an operative plan, and the new district plan is currently only partially operative. The PODP will not be operative until all appeals on it are resolved. In the meantime, a decision is sought to enable the designations in the PODP to be used.

**2. RECOMMENDATION**

**THAT** the Council:

- (a) **Receives** Report No. 260107002020
- (b) **Approves** the Designations part of the Partially Operative District Plan in accordance with clause 17(2) of Schedule 1 of the Resource Management Act 1991.
- (c) **Publicly notifies** the date on which the Designations part of the Partially Operative District Plan will be operative in accordance with clause 20(2) of Schedule 1 of the Resource Management Act 1991.

**3. BACKGROUND**

- 3.1. There is recent and increasing interest from requiring authorities to use designations in the PODP. All submissions related to designations have been disposed of, and no appeals relating to designations were lodged with the Environment Court. Therefore, the designations in the PODP are now beyond challenge.
- 3.2. However, technically the designations in the PODP are not operative until the district plan as a whole is operative. This is because, under the RMA, a designation is defined as a provision in a district plan, and a district plan is defined as an operative plan. The new district plan is currently only partially operative.

- 3.3. Designations are different to other provisions in a district plan, such as rules. Once rules in a partially operative district plan are beyond challenge, under the RMA these can be treated as operative, even though other parts of a partially operative district plan may remain subject to challenge.
- 3.4. Some councils also treat designations in a partially operative district plan as operative once beyond challenge. This relies on legally being able to treat designations the same as rules. However, there are differing legal views on this, and the case law is mixed. Given this, Council staff recommend that Council makes a formal decision to make the designations operative. This essentially brings the designation process in line with how equivalent rules within the plan would be implemented.
- 3.5. If Council resolve this, the Council would then need to publicly notify the date on which the Designations part of the PODP will be operative in accordance with clause 20(2) of Schedule 1 of the RMA, which under this clause would be 5 working days following the date of this public notification. After this, the designations in the PODP would supersede the designations in the Operative District Plan.
- 3.6. The recommendations within this report sit in the context of the district plan review appeals. The Council received 21 appeals which are at various stages of process within the Environment Court. The resolution of these appeals will likely take between 12 – 18 months to complete. The options set out in section 4 below have been proposed having consideration to this timeframe and the appropriateness of resolving this technical matter now, to provide efficiencies in plan implementation while appeals are progressed.

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

- 4.1. The Council could choose to approve the Designations part of the PODP in accordance with clause 17(2) of Schedule 1 of the RMA, then publicly notify the date on which the Designations part of the PODP will be operative in accordance with clause 20(2) of Schedule 1 of the RMA, which would be 5 working days following the date of this public notification. This is the recommended option.
- 4.2. The Council could choose to treat the designations in the PODP as operative as they are beyond challenge. This relies on legally being able to treat designations the same as rules. However, there are differing legal views on this, and the case law is mixed, and therefore it is not a risk-free approach. This option is not recommended on this basis.

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

There are no implications on community wellbeing by the issues and options that are the subject matter of this report. Ensuring designations are in place to indicate and enable future works, and protect existing assets, is a benefit to the whole community. Each of the relevant statutory processes that were required have been completed (including appeals of which there were none).

- 4.3. 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, based on the fact that they did not or submit on designations included in the PODP.

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

There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. While there were a small number of submissions on the plan, none of those submitters appealed the decision.

##### **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.

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

### **6.1. Financial Implications**

There are not financial implications of the decisions sought by this report.

This budget is included in the Annual Plan/Long Term Plan.

### **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 not risks arising from the adoption/implementation of the recommendations in this report.

### **6.3 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**

This matter is subject to the Resource Management Act 1991.

### **7.3. Consistency with Community Outcomes**

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

*Transport is accessible, convenient, reliable and sustainable*

*Core Utilities are provided in a timely and sustainable manner.*

### **7.4. Authorising Delegations**

With regards declaring the Designations part of the PODP operative, there are no existing delegations that would allow this function to be undertaken by staff, and a Council decision is required and considered appropriate.

The General Manager Planning, Regulation, and Environment, and Development Planning Manager, have delegation to carry out the public notification.

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** BYL-72/260115006009

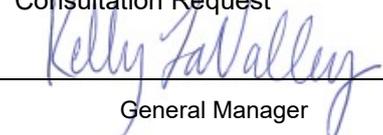
**REPORT TO:** COUNCIL

**DATE OF MEETING:** 3 FEBRUARY 2026

**AUTHOR(S):** Gina Maxwell, Business & Project Advisor  
Shane Binder, Senior Transportation Engineer  
Billy Charlton, Environmental Services Manager

**SUBJECT:** Proposed Parking and Traffic Bylaw 2026- Draft for Formal Public Consultation Request

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

  
General Manager

  
Chief Executive

**1. SUMMARY**

- 1.1. The purpose of this report is to seek Council approval to undertake formal public consultation on the Proposed Parking and Traffic Bylaw 2026 which is recommended to replace the Parking Bylaw 2019.
- 1.2. In 2024, Council undertook a Section 155 review to assess the effectiveness and necessity of the Parking Bylaw 2019. That review, supported by service request data and internal stakeholder input, identified ongoing compliance and enforcement gaps and confirmed that a Bylaw remains the most appropriate and proportionate regulatory tool.
- 1.3. In December 2024, Council accepted the findings of the section 155 review and endorsed progressing a replacement Bylaw to consultation.
- 1.4. The proposed Parking and Traffic Bylaw 2026 was subsequently workshopped with the Utilities and Roading Committee in March, April, and December 2025. Feedback from these sessions informed refinements to the draft.
- 1.5. Service request data from 2021–2025 demonstrates persistent issues such as immobilised vehicles, motorhome misuse, and footpath obstructions, indicating that the current Bylaw no longer adequately meets the district’s parking and traffic management needs.
- 1.6. The proposed Parking and Traffic Bylaw 2026 expands the scope of the existing Bylaw beyond parking to include traffic movement controls and clearer rules supporting accessibility and the safe use of public spaces.
- 1.7. Key changes proposed in the Parking and Traffic Bylaw 2026 include:
- 1.8. **Expanded scope and traffic management tools:**
  - Traffic movement controls such as turn bans, one-way roads, shared paths and zones, special vehicle lanes, keep clear zones, engine braking bans, and restrictions on unformed legal roads.
  - Improved asset protection through limitations on motor vehicle use on unformed legal roads.
- 1.9. **New and clarified definitions:**

- Introduction of Mobile Trading and Mobile Trading Vehicle.
- New Parking Zone and Residents' Exemption Parking Zone tools.
- Rural Area and Urban Area distinctions aligned with District Plan zoning.
- A consolidated Verge definition for clarity.
- Explanatory notes clarified as guidance only and not part of the Bylaw.

1.10. **Parking management enhancements:**

- Parking Zones and permit systems, including Residents' Exemption Parking Zones.
- Overnight parking restrictions in designated areas.
- Expanded reserved parking categories, including electric vehicles, carpooling vehicles, parents with infants, and mobile traders.
- An anti-circumvention provision to prevent repeated vehicle movement to bypass time limits.
- Clearer Continuous Accessible Path of Travel (CAPT) requirements to protect pedestrian accessibility.

1.11. **Enforcement and transparency:**

- Expanded enforcement powers, including infringement notices, vehicle removal, and traffic hazard management.
- A public register of all Council resolutions made under the Bylaw.
- Clarified defences and penalties aligned with national legislation.

1.12. **Removed or streamlined provisions:**

- Vehicle display and storage provisions will be addressed in the future Signage Bylaw (Clause 6 – Vehicle and Trailer Signage). These rules prohibit vehicles or trailers being used primarily for advertising within the Council road reserve and allow removal if they pose a safety hazard. Broader issues, such as vehicles displayed for sale on public spaces, will be considered under the future Public Places Bylaw, noting that work on that Bylaw is in progress.
- Parking Warden definition consolidated into "Authorised Officer".
- Electric scooter definitions removed, as these are addressed under national legislation.

1.13. **Provisions Effective Upon Adoption**

1.14. The following provisions will take effect immediately once the new bylaw is adopted:

- Verge parking restrictions
- Continuous Accessible Path of Travel (CAPT) requirements
- Anti-circumvention rules

1.15. **Provisions Requiring Separate Council Resolution**

1.16. The following tools will only be implemented after a separate Council resolution:

- Parking Zones
- Residents' Exemption Parking Zones
- Overnight parking restrictions
- Traffic management controls

- Identification of mobile trading locations will form implementation following a separate new Public Spaces Bylaw feasibility assessment.
- 1.17. Subject to Council approval, public consultation will be undertaken between 6 February and 6 March 2026 using the Special Consultative Procedure. Submissions will be considered by a Hearing Panel, with recommendations informing the final Bylaw.
  - 1.18. This consultation will include notification to stakeholder groups expected to have an interest in this Bylaw, public notices in local newspapers and information about the review on the Council's website.

Attachments:

- i. Report to Council on the Parking Bylaw 2019 Section 155 Assessment TRIM: 241118202705
- ii. Draft Parking and Traffic Bylaw 2026 TRIM: 250220027899
- iii. Parking Bylaw 2019 TRIM: 210707110968
- iv. Parking Bylaw 2019 Tracked Changes Version TRIM: 260115005999
- v. Statement of Proposal for Parking and Traffic Bylaw 2026 TRIM: 250317044593
- vi. Proposed Parking and Traffic Bylaw 2026 Presentation to Utilities and Roading Committee 9 December 2026 TRIM: 251205231969

## 2. RECOMMENDATION

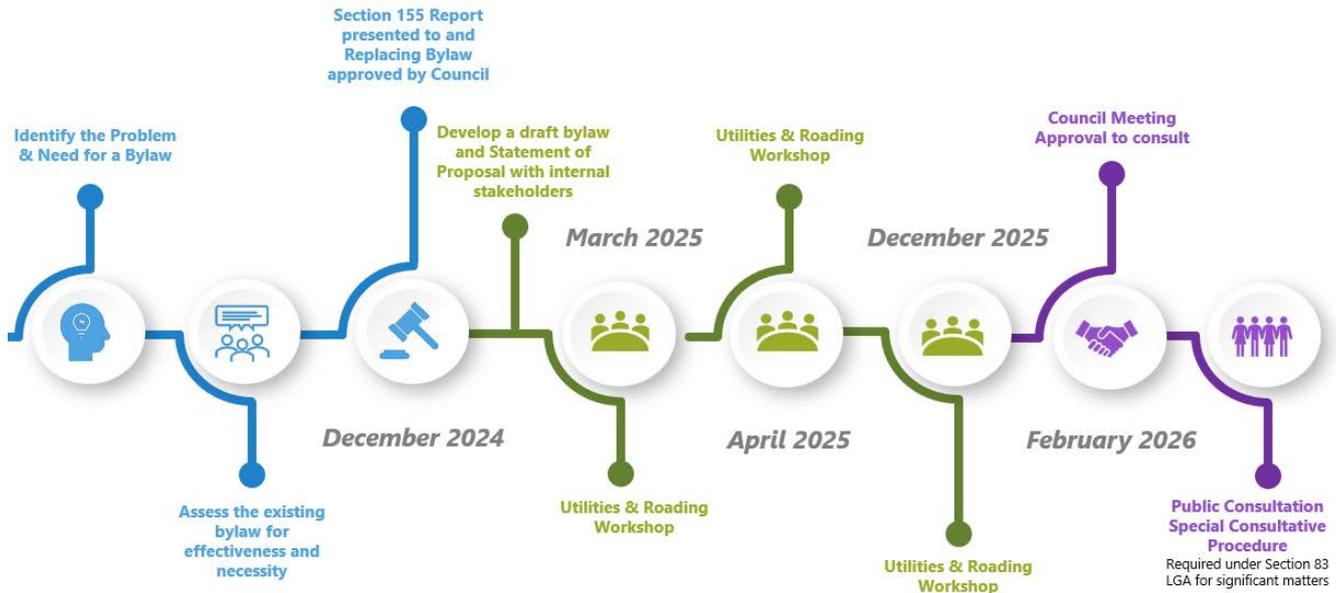
**THAT** the Council:

- (a) **Receives** Report No. TRIM:260115006009
- (b) **Approves** the Statement of Proposal and Draft Parking and Traffic Bylaw 2026 (attachments ii and iv, TRIM 250220027899 and 250317044593) for public consultation.
- (c) **Appoints** a Hearing Panel to The Parking and Traffic Bylaw 2026, consisting of three Councillors ....., ....., ....., to consider submissions and make recommendations to the Council meeting on 7 July 2026.
- (d) **Notes** the consultation timeline (6 February – 6 March 2026) and proposed adoption date 7 July 2026.
- (e) **Delegates** authority to the General Manager, Strategy, Engagement, and Economic Development to approve minor edits prior to consultation.
- (f) **Circulates** the report and attachments to the Community Boards for information.

## 3. BACKGROUND

- 3.1. The Waimakariri District Council's Parking Bylaw 2019, established under the Local Government Act 2002, regulates parking and related traffic matters across the district. Public parking supports a wide range of activities, including work, shopping, appointments, and recreation.
- 3.2. For wider context, refer to Attachment v: Proposed Parking and Traffic Bylaw 2026 Presentation to Utilities and Roading Committee 9 December 2026 (TRIM: 251205231969), which outline the role of bylaws versus enforcement tools, Parking Strategy, and Parking Management Plans.
- 3.3. Figure 1 below illustrates the process undertaken to review and replace the Parking Bylaw 2019. This included identifying the need for a bylaw, completing the Section 155 review, and refining the draft through multiple workshops before seeking Council approval for public consultation.

## 3.4. Figure 1



3.5. The timeline highlights key milestones from December 2024 through February 2026, ensuring alignment with the Parking Strategy and Parking Management Plans.

3.6. The current Bylaw addresses many parking issues. However, it is less effective in managing traffic movements and emerging transport needs. The community depends on Council bylaws to ensure safe and fair use of public spaces.

3.7. Parking Complaint Data Summary:

3.8. The Section 155 assessment of the Parking Bylaw 2019 was completed in December 2024 using service request data from January 2021 to June 2024 (approximately 2,000 parking-related requests). That assessment confirmed that a bylaw remains necessary and identified persistent issues, including immobilised vehicles, motorhomes and trailers, and footpath obstructions.

3.9. To identify any new or emerging issues since that assessment in 2024, Council analysed an updated dataset covering January 2021 to July 2025. This dataset includes 3,567 parking- and traffic-related service requests and 2,304 confirmed Bylaw breaches.

3.10. The updated analysis confirms that the same issues remain prevalent, with no materially new issues identified, reinforcing the conclusions of the Section 155 assessment and supporting progression to public consultation on the proposed Parking and Traffic Bylaw 2026.

3.11. This demonstrates that the issues addressed by the proposed Bylaw are persistent and district-wide in nature, rather than isolated or temporary, supporting a proportionate and reasonable regulatory response.

3.12. Table 1: Complaints and Breach Events by Theme (2021–2025):

Theme	Total Service Requests	Total Breaches
Immobilised and Immobile Vehicles	983	1,213
Motorhomes and Trailers	384	569
No Parking on parts designed for pedestrian use	419	525
Obstructing vehicle entrance / within 1 m	418	506
Close to intersection/corner	202	258
Stopping, Standing and Parking	148	202

No Parking on Certain Parts of the Road (verges/berms)	142	200
Offences (wrong way/contrary to markings)	83	118
Stopping, Standing and Parking (time restricted areas)	75	75
Parking over/near fire hydrant	43	71
Road User Rule prohibitions at crossings	57	68
Special Vehicle Lanes (cycle lanes)	36	45
Mobility Parking Permit	40	40
Working on Vehicles	30	34
Parking near railway crossings	25	31
Reserved Parking Areas (loading zones)	13	15
Mobile Trading	5	5
<b>Grand Total</b>	<b>2,304</b>	<b>3,975</b>

### 3.13. Notes:

- Complaints represent unique service request IDs per clause, while breach events capture all row-level occurrences and are not de-duplicated.
- Non-bylaw matters (such as WOF or registration issues) are excluded.
- Analysis was supported using Council's Microsoft 365 analytics tools.

3.14. The data highlights ongoing compliance gaps, particularly in relation to motorhomes, trailers, and footpath obstructions, and indicates that the current Bylaw does not provide sufficient or enforceable tools to manage these issues effectively.

3.15. The proposed Parking and Traffic Bylaw 2026 responds to these gaps by expanding definitions, introducing clearer regulatory tools, and clarifying rules for motorhomes, trailers, and footpath use, enabling more consistent and fair enforcement across the district.

3.16. Monitoring is an operational activity and is not prescribed by the Bylaw. Environmental Services Unit (ESU) currently undertakes routine patrols within the town centres and monitors time-restricted parking by recording vehicle arrival and departure times to ensure compliance. Across the wider district, ESU responds to service requests and investigates reported issues as they arise.

3.17. The review of the Parking Bylaw 2019 has been informed by the District Parking Strategy 2025, the Waimakariri Integrated Transport Strategy 2024, and the Parking Management Plans for Rangiora and Kaiapoi adopted in 2025. The proposed Bylaw aligns with these plans and supports integrated transport outcomes.

3.18. The new Bylaw reflects national best practice, drawing on:

- The Parliamentary Counsel Office's Secondary Legislation Drafting Toolkit
- Taituarā's Bylaws Refresher
- Waka Kotahi's National Parking Management Guidance

3.19. These resources have shaped the Bylaw's structure, language, and scope to ensure it is legally robust, community-focused, and adaptable.

3.20. Freedom Camping has not been formally considered by Council. While the Freedom Camping Bylaw Feasibility Report (May 2025) identified localised issues, including overnight stays at Kairaki Beach carpark, no decisions have been made. Clause 17 of the draft Parking and Traffic Bylaw 2026 provides a mechanism for Council to introduce targeted overnight parking restrictions if required. Further discussion and resolutions will be needed in coming months as the situation evolves across reserves.

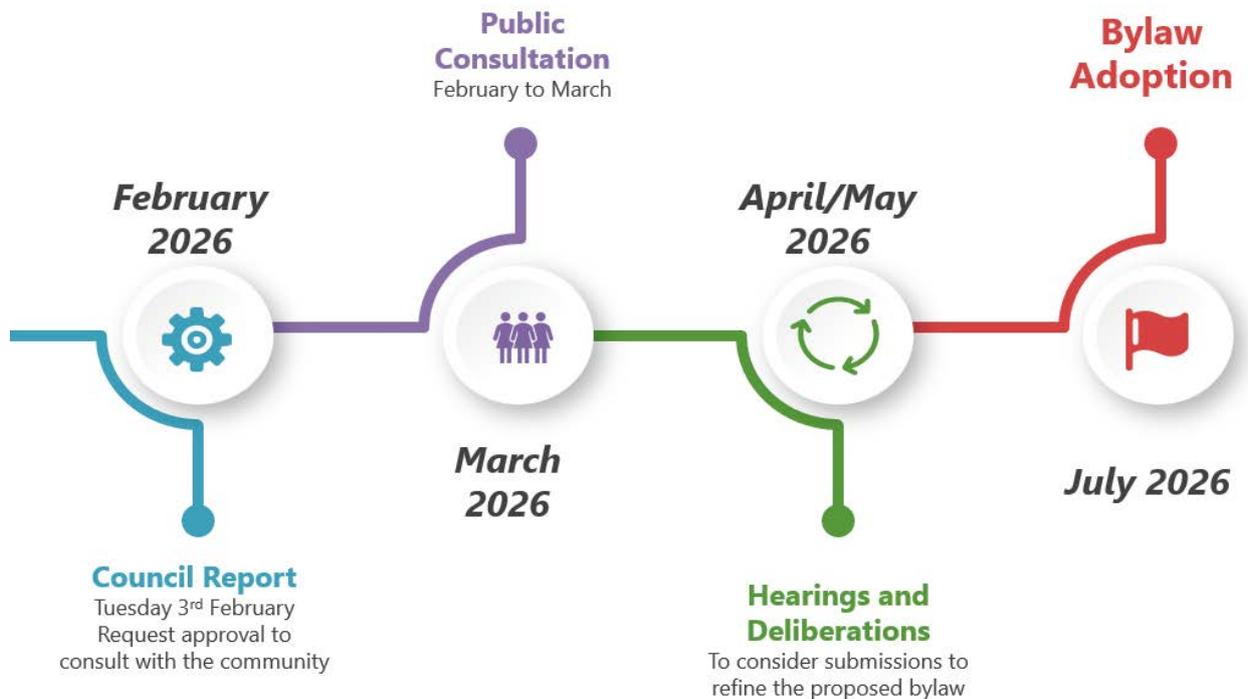
3.21. Subject to Council approval, public consultation on the proposed Bylaw will take place between 6 February and 6 March 2026. Feedback will be considered by a Hearing Panel, with recommendations informing the final Bylaw to be presented for adoption in July 2026.

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

- 4.1. Staff identified three options:
- 4.2. **Option 1: Status Quo – Retain the Parking Bylaw 2019**
- 4.3. Retaining the Parking Bylaw 2019 is not preferred. The Section 155 assessment (Attachment i: 241118202705) shows that the Bylaw no longer adequately addresses several significant issues and includes provisions that are outdated or unnecessary. Keeping the Bylaw in its current form would not provide the clarity required by enforcement officers or the public.
- 4.4. Council could choose to make a resolution that the Parking Bylaw 2019 remains unchanged until the next review in 2029; however, this would not address the recommendations approved by Council in December 2024.
- 4.5. **Option 2: Allow the Parking Bylaw 2019 to Lapse**
- 4.6. Under this option, the Council would rely solely on general legislation and police powers.
- 4.7. This approach is not recommended. General laws do not specifically regulate parking on Council assets, signage compliance, or local traffic management. They do not provide the tools needed to manage district-specific parking behaviour and relying on them would create significant enforcement gaps. For these reasons, councils across New Zealand maintain local parking and traffic Bylaws.
- 4.8. **Option 3: Revoke the Parking Bylaw 2019 and Consult on the Proposed Parking and Traffic Bylaw 2026**
- 4.9. Option 3 was the preferred option. Replacing the Parking Bylaw 2019, which is enabled by this option, provides greater clarity than the existing bylaw, reduces reliance on ad-hoc enforcement responses, and results in a modern, enforceable framework aligned with best practice and Council's strategic priorities.
- 4.10. Provides greater clarity than the existing Bylaw, reducing reliance on ad-hoc enforcement responses, and results in a modern, enforceable framework aligned with best practice and Council's strategic priorities.
- 4.11. Benefits of the proposed Parking and Traffic Bylaw 2026 include:
- Tailors parking and traffic restrictions to local needs, improving management of public spaces.
  - Maintains clear and safe pathways for pedestrians and vehicles, reducing accident risks.
  - Reduces damage to verges, berms, and landscaped areas caused by inappropriate parking.
  - Reserves spaces appropriately and provides additional concessions consistent with the Parking Strategy.
  - Flexibility for special cases: Enables temporary discontinuance of parking spaces and establishment of permit zones for special events.
  - Restricts motor vehicle use on unformed legal roads to protect the environment and adjoining land.
  - Allows the Council to amend or revoke resolutions, when necessary, while maintaining transparency.
  - Ensures clear pathways and safer public spaces.
- 4.12. The proposed Parking and Traffic Bylaw 2026 is considered the most appropriate form of Bylaw. It complies with all relevant legislation, including the Local Government Act 2002

and the Land Transport Act 1998, and aligns with the Council's strategic priorities and community outcomes.

- 4.13. While some provisions engage rights protected by the New Zealand Bill of Rights Act 1990, including freedom of movement and expression, these impacts are reasonable and demonstrably justified under section 5, as the Bylaw promotes public safety, accessibility, and efficient use of shared spaces.
- 4.14. The proposed Bylaw provides clear and accessible guidance to the community and enforcement authorities, supporting practical and consistent application.
- 4.15. A participatory approach was taken in developing the draft, including early engagement with internal teams, Utilities & Roading Committee workshops, and targeted discussions with accessibility and transport stakeholders.
- 4.16. The proposed Parking and Traffic Bylaw 2026, along with the Statement of Proposal and section 155 Assessment, will be made available during public consultation at Council service centres in Rangiora, Kaiapoi, and Oxford, and online. Community feedback will be considered by a Hearing Panel before the final Bylaw is presented to Council for adoption.
- 4.17. Draft Timeline – Proposed Parking and Traffic Bylaw 2026:



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

## 5. COMMUNITY VIEWS

### 5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in, the subject matter of this report. Public consultation, undertaken using the Special Consultative Procedure, will provide an opportunity for mana whenua to express their views.

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

5.3. Groups and organisations with an interest in parking and traffic management are likely to be affected by the proposed changes. These include community boards, transport users, accessibility groups, and organisations that rely on parking availability

5.4. During consultation on the Parking Bylaw 2019, the Woodend-Sefton Community Board provided feedback. Further input from community boards and stakeholder groups will be sought through the Special Consultative Procedure.

5.5. **Wider Community**

Public consultation will take place between 6 February and 6 March 2026. This process will allow residents, businesses, and wider community groups to provide feedback on the proposed Parking and Traffic Bylaw 2026.

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

6.1. **Financial Implications**

There are no financial implications arising from the decisions sought in this report. The Bylaw review is being carried out using existing Strategy and Business Unit staff resources. The associated costs are provided for within the operational budgets of the Annual Plan and Long Term Plan.

6.2. **Sustainability and Climate Change Impacts**

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

6.3. **Risk Management**

No new or significant risks have been identified in relation to the adoption or implementation of the recommendations in this report.

6.4. **Health and Safety**

There are no health and safety risks associated with the decisions recommended 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*  
*Land Transport Act 1998*  
*Land Transport (Road User) Rule 2004*

7.3. **Consistency with Community Outcomes**

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

- Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.
- Council commits to promoting health and wellbeing and minimizing the risk of social harm to its communities.
- Land use is sustainable; biodiversity is protected and restored.
- The natural and built environment in which people live is clean, healthy and safe.
- Our communities are able to access and enjoy natural areas and public spaces.

7.4. **Authorising Delegations**

7.5. The Council has the authority to make decisions in relation to the setting of Bylaws.

7.6. The Council will appoint a Hearing Panel to consider submissions and staff recommendations on the proposed Parking and Traffic Bylaw 2026. The Council will make final decisions on the proposed Bylaw following public consultation.

7.7. The Council has delegated authority to the Utilities and Roading Committee to administer the proposed Bylaw. (S-DM 1024)

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** BYL- 72 / 241118202705

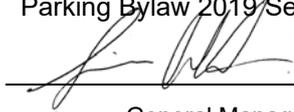
**REPORT TO:** COUNCIL

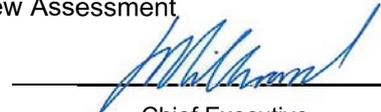
**DATE OF MEETING:** 3 December 2024

**AUTHOR(S):** Gina Maxwell – Project Support Coordinator

**SUBJECT:** Parking Bylaw 2019 Section 155 Review Assessment

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

  
\_\_\_\_\_  
General Manager

  
\_\_\_\_\_  
Chief Executive

**1. SUMMARY**

- 1.1. The purpose of this report is to advise Council of the findings from the Section 155 Review of the Parking Bylaw 2019 and provide recommendations from the assessment.
- 1.2. Waimakariri District Council Parking Bylaw (Bylaw) was adopted on 3 December 2019 and sets out the requirements for parking control of vehicular or other traffic on any road or area under the care, control or management of the Council
- 1.3. The Bylaw is made using bylaw-making powers in section 22AB – parking – of the Land Transport Act 1998 (LTA) and section 145 of the Local Government Act 2002 (LGA).
- 1.4. The Bylaw has been reviewed to comply with LGA section 158 timeframe to review the Bylaw no later than five years after the date on which the bylaw was made. The review also complies with the bylaw review procedure set out in LGA section 160. LGA section 155 requires that a council makes certain determinations as to the appropriateness of the Bylaw as part of the review process.
- 1.5. The Parking Bylaw 2019 (Bylaw) has helped address the parking problems, but there are limits to its effectiveness. There are no other viable options, outside of a bylaw. The community depends on the council's implementation of a bylaw for regulating parking in the district.
- 1.6. The Environmental Service Unit uses a compliance first approach to encourage voluntary agreement; our compliance staff monitor all parking in the district. The Environmental Service Unit also relies on feedback from the public to inform us of issues.
- 1.7. Over 1,996 Service requests have been logged between the Bylaw coming into effect between 1st January 2021 and 31st June 2024 in relation to parking within the district.
- 1.8. In general, the Bylaw is 'fit for purpose', however, the Bylaw could be improved by clarifying definitions, including explanatory notes. Traffic issues highlighted by staff are emerging issues that are not currently covered by the Bylaw. An expanded Parking and Traffic Bylaw could include, for example:
  - Turn bans
  - One-way roads
  - Shared-use paths
  - "Keep Clear" zones
  - Unformed road closures
  - Heavy vehicle restrictions
  - Engine braking restrictions

1.9. Any changes deemed necessary following this review, such as to be amended, revoked, or revoked and replaced action must be taken as required by Section 156 of the LGA 2002 and a new bylaw iteration written and passed by Council before it is revoked two years after the review due date (3 December 2026).

1.10. In summary, the Parking Bylaw 2019:

- i. is determined to be the most appropriate way of addressing the perceived parking and related traffic problems; and
- ii. is considered to be the most appropriate form of bylaw;
- iii. is potentially inconsistent with the *New Zealand Bill of Rights Act 1990* (NZBORA) but is a justified limitation consistent with s5 of NZBORA.
- iv. improvements to the existing Bylaw are recommended to include refinements of the Bylaw, specifically definitions and sections 6, 8, 9, 12, 13 and 14 as well as new additions to the Bylaw that address solid waste collection; traffic restrictions; mobile trading, explanatory notes and residential parking permit zones, resulting in a new Parking and Traffic Bylaw.

Attachments:

- i. Parking Bylaw Findings Assessment 2024 – TRIM 241118202718
- ii. Waimakariri District Council Parking Bylaw 2019 – TRIM 210709112296

## **2. RECOMMENDATION**

**THAT** the Council:

- (a) **Receives** Report No. 241118202705
- (a) **Notes** that the Parking Bylaw 2019 enables the Council to set out the requirements for parking control of vehicular or other traffic on any road or area under the care, control or management of the Council.
- (b) **Approves**, in accordance with the requirements of the LGA section 155, the assessment report (attachment i), that:
  - the Bylaw is the most appropriate way of addressing the perceived parking and related traffic problems;
  - the Bylaw is the most appropriate form of bylaw; and that
  - the Bylaw is potentially inconsistent with the *New Zealand Bill of Rights Act 1990* (NZBORA) but is a justified limitation consistent with s5 of NZBORA
  - improvements to the existing Bylaw are recommended to include refinements of the Bylaw, specifically definitions and sections 6, 8, 9, 12, 13 and 14 as well as new additions to the Bylaw that address solid waste collection; traffic restrictions; mobile trading, explanatory notes and residential parking permit zones, resulting in a new Parking and Traffic Bylaw.
- (c) **Endorses** staff proceeding to investigate refinements of the Bylaw, specifically definitions and sections 6, 8, 9, 12, 13 and 14 as well as new additions to the Bylaw that address solid waste collection; traffic restrictions; mobile trading, explanatory notes and residential parking permit zones.
- (d) **Circulates** the report and attachments to the community boards for their information.

## **3. BACKGROUND**

3.1. Waimakariri District Council Parking Bylaw 2019 (created in accordance with the *LGA 2002*) establishes the requirements for parking and related traffic matters on all roads or areas within the Council's jurisdiction. Public parking is used in the district for people to work, shop, visit, attend appointments and engage in recreational activities.

- 3.2. The purpose of the Bylaw is to set requirements for parking and the control of vehicles, and other roading related issues on any public road or public place overseen by the Council.
- 3.3. Under Section 158 of the LGA 2002, the Bylaw must undergo review by 3 December 2024. If changes are deemed necessary following this review, such as that the Bylaw needs to be amended, revoked, or revoked and replaced, action must be taken as required by Section 156 of the Local Government Act 2002 and a new Bylaw passed by Council by 3 December 2026 to avoid the Bylaw being revoked by Section 169A of the LGA.
- 3.4. If the review shows the Bylaw should continue without amendment, it can be rolled over by the adoption of Council.
- 3.5. The Environmental Service Unit uses a compliance first approach to encourage voluntary compliance; our compliance staff monitor all parking in the district. The Environmental Service Unit also relies on feedback from the public to inform the Council of issues.
- 3.6. Review of the Bylaw has taken into consideration the Parking Strategy 2021, Moving Forward: Waimakariri Integrated Transport Strategy 2024 and the current project to develop Parking Management Plans (PMPs) for Rangiora and Kaiapoi town centres. The new iteration of the Bylaw should be prepared alongside the development of the Rangiora PMP which is planned to be adopted later in 2025.

#### 4. ISSUES AND OPTIONS

- 4.1. The Council adopted the Parking Bylaw 2019 on 3 December 2019. In undertaking this assessment, the options for addressing the perceived problems have been considered.
- 4.2. The options considered are:
  - 4.2.1. **Status quo** i.e. retain the Bylaw as it is: this is not preferred as the assessment suggests that the current Bylaw does not address adequately some emerging issues, nor allow for the removal of some sections that are considered unnecessary.
  - 4.2.2. **Amend** the current Bylaw: an amended Bylaw is not preferred given the number and significance of the recommended changes identified by the assessment.
  - 4.2.3. **Replace** the current Bylaw with a new Parking and Traffic Bylaw: this is the preferred option given that the assessment indicates there are a large number of changes required for the current bylaw and that traffic movements should be added.
  - 4.2.4. **Revoke** the current Bylaw and not replace: this is not a practical option, and we have no other viable options to manage parking and related traffic matters on all roads or areas within the Council's jurisdiction.
- 4.3. The Bylaw has been reviewed by an internal group of key stakeholders. Feedback from external stakeholders and the community is recommended to inform any proposed changes or additions recommended, set out in section 4.4 of this report.
- 4.4. Below is a table of the current Sections of the Bylaw and recommended additions with discussion notes and brief recommendations that support the recommendation of replacing the current Bylaw with a new Parking and Traffic Bylaw. For more detail, please refer to the Parking Bylaw Findings Assessment 2024 (241118202718).

Section	Discussion	Recommendations
<b>Objectives</b>	The bylaw purpose should be clear as this will bolster the enforceability	Addition of objectives
<b>Definitions</b>	Currently have three definitions for compliance offices, E-scooter definition is not in line with legislation	Review current definitions to keep in line with Land Transport Road User Rule 2004 (RUR 2004)

<b>Section 6</b> No Parking on Certain Parts of the Road	6.1.1 Prohibits parking on street gardens and berms in residential zones only  Should this include other urban zones to avoid damage to gardens/grass, which may impact Council assets such as stormwater	Investigate implications and ability to enforce
<b>Section 8</b> Temporary Discontinuance of a Parking Space	Occasionally, the Council may have to temporarily close parking spaces and utilize them for other temporary purposes. For instance, temporary bus stops, temporary bus lanes, and construction activity areas	Investigate ability to include provisions for temporary restrictions and delegated authority to an authorised officer without a Council resolution
<b>Section 9</b> The Parking of Vehicles by Disabled Persons	The parking of vehicles by disabled persons in the Parking Strategy 2021 allows for parking concessions when parking in a standard time-limited space	An additional bylaw clause that allows additional time allowances for a Disabled Person's Parking Permit.
<b>Section 12</b> Motorhomes, Buses, Caravans, and Trailers	Caravans (not self-propelled are considered trailers) and trailers are covered under S.6.19 RUR 2004 to be stationary on road for no longer than 5 days	Update section name in line with the RUR 2004 and LTA 1998  Align caravan and trailers with RUR 2004 limit by referencing the RUR 2004
<b>Section 13</b> Displaying and Storage of Vehicles on Street	Public confusion around when a vehicle on the road meets the criteria for being displayed or stored	Displaying and storage needs to be defined by either an explanatory note or by including both into definitions
<b>Section 14</b> Parking for Display or Advertising	Parking for Display or Advertising is covered in Clause 6.3 in the Signage Bylaw 2019	Assess whether the Signage Bylaw or Parking Bylaw is most suitable for this clause
Additional clauses to be considered:		
<b>Solid Waste Collection</b>	Provision for 'no stopping parking on collection day' or "residents parking only area" for some portions of streets that prove to be difficult to service with the recycling/rubbish trucks when cars are parked there	Research options used by peer Council's and investigate the implications and ability to enforce
<b>Traffic Restrictions</b>	Staff have provided potential elements that could be considered for inclusion in a new Parking and Traffic Bylaw; a discussion of the need for each element; the legislation, rules, and policies that would enable these elements to be included in a bylaw	Research potential elements that could be considered for inclusion in a new iteration of the bylaw and review examples of bylaw provisions from peer Road Controlling Authorities
<b>Mobile Trading</b>	Commercial vehicles parking in inconsiderate locations has also been raised as a concern through service requests, this may be covered in a future Places and Spaces Bylaw	Investigate if restrictions on parking mobile trading vehicles could be incorporated in a revised Parking Bylaw with quicker effect

<b>Explanatory Notes</b>	Explanatory notes can be extremely helpful in reading bylaws and suggest this would be a good addition as parking bylaws are often a point of contention with the public	Addition of explanatory notes, which can be amended without review of the bylaw to add clarity to any section– this would help quickly resolve common issues (like “storage of vehicles)
<b>Residential parking permit zones</b>	A Parking Management Plan is currently being investigated which may lead to the extension on time limited parking in residential areas surrounding the Town Centre	Align the new iteration of the bylaw with the Rangiora Parking Management Plan to be adopted in late 2025 including researching options used by peer Council’s and implications on resourcing enforcement

4.5. Section 160 of the Local Government Act 2002 states if a local authority amends or revokes and replaces a bylaw it must consult on the proposal using the Special Consultative Procedure in a manner that gives effect to the requirements of Section 82. This will allow groups and organisations to provide their views. Once the full bylaw review is undertaken as per 4.2 above (informed by the section 155 review that is the matter of this report), public consultation using the Special Consultative Procedure will be undertaken.

## 5. **Implications for Community Wellbeing**

5.1. There are implications on community wellbeing by the issues and options that are the subject matter of this report. The Bylaw supports the following community outcomes:

5.1.1. There is a safe environment for all.

5.1.2. Public spaces and facilities are plentiful, accessible, and high quality, and reflect cultural identity.

5.1.3. There are wide ranging opportunities for people to contribute to the decision making that affects our District.

## 6. **COMMUNITY VIEWS**

### 6.1. **Mana whenua**

Public consultation, using the Special Consultative Procedure, will allow community views to be heard, including those of mana whenua. Public consultation will be undertaken following a full review of the bylaw.

### 6.2. **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.

Organisations that previously submitted on the Bylaw include:

- The Woodend-Sefton Community Board

### 6.3. **Wider Community**

Public consultation, using the Special Consultative Procedure, will allow community views to be heard. Public consultation will be undertaken following a full review of the bylaw.

### 6.4. **Consultation Process**

The public will be notified of the opportunity to make a submission to the “Lets Talk” platform once a draft bylaw has been completed and information published on the Council’s webpage and Facebook

page. Submissions will be able to be made online via the Council's web page, by email or by posting or delivering a copy to the Council.

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

### **7.1. Financial Implications**

The review of the Bylaw is being carried out using existing and Strategy and Business Unit staff resources. The project is a programmed Strategy and Business Unit project for the 2025-26 financial years.

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

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

### **7.3. Risk Management**

There are not risks arising from the adoption/implementation of the recommendations in this report.

### **7.4. Health and Safety**

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

## **8. CONTEXT**

### **8.1. Consistency with Policy**

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

### **8.2. Authorising Legislation**

Local Government Act 2002  
Land Transport Act 1998  
Land Transport (Road User) Rule 2004

### **8.3. Consistency with Community Outcomes**

- The Council's community outcomes are relevant to the actions arising from recommendations in this report.
- Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.
- Council commits to promoting health and wellbeing and minimizing the risk of social harm to its communities.
- Land use is sustainable; biodiversity is protected and restored.
- The natural and built environment in which people live is clean, healthy and safe.
- Our communities are able to access and enjoy natural areas and public spaces.

## **9. Authorising Delegations**

9.1. The Council has the authority to make decisions in relation to the setting of Bylaws.

9.2. The Council will decide whether a Hearing Panel is required to consider submissions and staff recommendations on the draft Parking and Traffic Bylaw. The Council will make final decisions on the new Bylaw following public consultation.

9.3. The Council has delegated authority to the Utilities and Roding Committee to administer the Bylaw. (S-DM 1024)

## Parking Bylaw Findings Assessment 2024

Public parking is used in the district for people to work, shop, visit, attend appointments and engage in recreational activities.

Waimakariri District Council Parking Bylaw 2019 (created in accordance with the *Local Government Act 2002*) establishes the requirements for parking and related traffic matters on all roads or areas within the Council's jurisdiction.

Under Section 158 of the *Local Government Act 2002*, a council is required to review its bylaws no later than 5 years after the date on which the bylaw was made.

The Parking Bylaw 2019 (Bylaw) must undergo review by 3 December 2024. If changes are deemed necessary following this review, such as be amended, revoked, or revoked and replaced action must be taken as required by Section 156 of the *Local Government Act 2002* and a new Bylaw passed by Council by 3 December 2026 to avoid the Bylaw being revoked by Section 169A of the LGA.

If the review shows the Bylaw should continue without amendment, it can be rolled over by the adoption of Council.

This review assesses if the Bylaw is the best method to address the identified issues, if it is the most suitable form of bylaw, and if it complies with the *New Zealand Bill of Rights Act 1990* notwithstanding Section 4 of the LGA, with justified limitations by making the determinations required by Section 155 of the LGA.

The *Local Government Act 2002* Section 242 Penalties for offences allow us to enforce the Bylaw by way of prosecution, a fine on conviction of up to \$20,000.

There is a range of enforcement options and tools available under the LGA including:

- a court injunction,
- restraining breaches,
- removal of works,
- seizure and disposal of property,
- cost recovery for removal of works,
- disposal and damage,
- power to request name and address,

Additionally, currently compliance officers have tools under the *Land Transport Act 1998* to prescribe fines, not exceeding \$1,000, for the breach of any bylaw made under section 22AB.

## Bylaw Implementation

The Waimakariri District Council has delegated authority to Utilities and Roading Committee to administer the Bylaw. (S-DM 1024)

Council's Environmental Services Unit provide enforcement of the provisions of the Bylaw under Section 128E Powers of parking wardens of the *Land Transport Act 1998*.

Council's website provides information parking rules across the district, an FAQ section, and a downloadable version of the Bylaw.

Signs are present at the entry of parking lots to notify visitors of time limits; these restrictions are also noted on signs in the immediate vicinity of the parking spaces.

All prohibited or restrictions are indicated by the lines, zones, markings, signs, and notices, placed, or erected, in roads or public places that can be seen by the public.

Currently, we have no signs erected specifically for the Bylaw.

Council had 1 (FTE) parking warden available for the period of 2022, 1.5 (FTE) parking warden/s available for the period of 2023, 2 parking wardens available for 2024.

**Table 1: Parking infringement and notices issued**

	Parking infringement notices	Parking warning notices	Time Restrictions	Registration & Licensing	WOF/COF	Other offences
<b>2022</b>	1386	130	860	276	186	64
<b>2023</b>	2970	624	821	906	743	500
<b>2024</b>	2824	269	1156	705	592	371

The Environmental Service Unit uses a compliance first approach to encourage voluntary compliance, our parking compliance staff monitor all parking in the district, focusing on the Central Business District during the weekdays. The Environmental Service Unit also relies on feedback from the public to inform us of issues.

In practice, the Bylaw

- has been used to issue 28 tickets so far during 2024
- 12 out of 269 warnings issued this year were for Bylaw breaches
- is implemented to align with *Land Transport Act 1998*
- has a compliance-first approach for breaches, followed by a warning notice before issuing a ticket

## Is there still a problem and is the problem the same?

Certainly. In 2019, the ongoing issue remains the potential harm to council property and the environment, posing risks and disturbances to the public, failing to cater to the demands of locals and tourists in the district due to insufficient regulations on parking in areas with high visitor traffic like the Central Business District.

Over 1,996 Service requests have been logged between the bylaw coming into effect between 1<sup>st</sup> January 2021 and 31<sup>st</sup> June 2024 in relation to parking within the district.

**Table 2: Total Service requests compared to number of breaches and population of the district**

Year	Service Requests Received	Bylaw Breaches	Population Waimakariri (StatsNZ)
1 July 2018- 30 June 2019	450		61,300
1 July 2019- 30 June 2020	431		
1 July 2020- 30 June 2021	454		66,200
1 July 2021 -30 June 2022	499	634	67,500 (P)
1 July 2022 -30 June 2023	505	635	66,246
1 July 2023 -30 June 2024	669	847	

(P) Provisional

Table 2 (above) shows the number of total complaints received in relation to parking within the period shown.

A breach is when someone does not follow the rules, it is known as a Bylaw breach. Bylaw breaches show the number of rules broken which can be multiple in one complaint.

Problems are expected to happen often at varying degrees, resulting in minor inconveniences or annoyances, to a few more profound consequences that can harm individuals.

We have limited data on frequency. Public complaints may be significantly fewer than the true occurrence because not all incidents are reported. Additionally, parking wardens are restricted by time constraints in terms of the area they can cover.

## Are the Bylaw's desired objectives or outcomes the same?

Yes, the purpose of parking regulations is to control the use of a limited resource. Without regulations, there would be little regard for safety or organisation. The intent stays consistent with the Bylaw; however, the intention is to expand the Bylaw to cover emerging issues including traffic restrictions and refine the objectives.

Designing the bylaw and making detailed decisions during drafting should be guided by achieving the policy purpose. Therefore, including specific objectives to the bylaw will allow others to adequately evaluate the impact of the proposal and the resulting legislation.

The bylaw has been reviewed by an internal group of key stakeholders and following these discussions it has been recommended that the bylaw be redrafted, taken out to consultation, modified if required and adopted by Council by December 2026.

Purposed objectives for the Waimakariri District Council:

	2019 Review	2024 Review Recommendation
<b>Purpose</b>	The purpose of the Bylaw is to set out the requirements for parking control of vehicular or other traffic on any road or area under the care, control or management of the Council.	Amend the purpose as follows:  The purpose of the Bylaw is to set requirements for parking and the control of vehicles, and other roading related issues on any public road or public place.
<b>Objectives</b>		<ul style="list-style-type: none"> <li>• Sustain and enhance the efficiency of the road network.</li> <li>• Protect the road network, including for pedestrians.</li> <li>• Ensure that parking is available in areas of high demand and is turned over efficiently.</li> <li>• Manage heavy motor vehicle use and parking within town centres.</li> <li>• Regulate the storage of items and vehicles on roads.</li> </ul>

## Is a bylaw still the most effective method to address the problem?

The Bylaw has helped address the parking problems, but there are limits to effectiveness.

There are no other viable options, outside of a bylaw to set requirements for parking. The community depends on the council's implementation of a bylaw for regulating parking in the district.

The best practices for parking management, policy development, and implementation would focus on operations that are responsive to those they serve.

In general, the Bylaw is 'fit for purpose,' however, the policy could be improved by clarifying definitions, adding explanatory notes and incorporating traffic issues that are becoming emerging issues and are not currently covered and will be an important addition over the 10 years the Bylaw is in effect.

## Implications under the Bill of Rights Act

Consideration needs to be given to whether the Bylaw gives rise to any implication(s) under the New Zealand Bill of Rights Act 1990 (NZBORA) this act establishes certain fundamental human rights. The LGA also states that no bylaw may be made which is inconsistent with the NZBORA, notwithstanding section 4 of that Act.

The NZBORA specifically identifies four types of rights, these are: life and security of the person; democratic and civil rights (including freedom of movement and, of, expression); non-discrimination and minority rights; search, arrest, and detention.

The Bylaw currently contains clauses placing restrictions on parking and the amended or replacement Bylaw may include traffic movements. This could potentially be seen as an interference with the right to freedom of movement.

The current Bylaw also includes clauses restricting the parking of vehicles on roads or parking spaces for the purpose of advertising goods or services that are provided elsewhere or for displaying vehicles for sale. This clause could potentially be seen as an interference with the right to freedom of expression if this clause remains in the amended or replacement bylaw.

The Council can impose reasonable limits within a bylaw if those limits are clearly reasonable and justified. The purpose of the Bylaw is to set out the requirements for parking and control of vehicular or other traffic on any road or area under the care, control, or management of the Council. Given this purpose, it is considered that even if the restrictions in the amended or replacement bylaw interfered with rights in the Bill of Rights, those restrictions can be demonstrably justified. The Bylaw contributes to the successful management of parking issues within the district.

In the preparations of preparing the amended or replacement Bylaw justifications for each restriction imposed that may affect NZBORA will be detailed. In addition, the Bylaw, in many cases, allows for persons to apply for permission from Authorised Officers to depart from the usual rules set out in the Bylaw. On this basis, it is considered that the Bylaw is potentially inconsistent with BORA but is justified limitation consistent with s5 of NZBORA.

## Recommendations of Section 155 Assessment

In undertaking this assessment, the options for addressing the perceived problems have been considered. The options considered are:

1. **Status quo** i.e. retain the Bylaw as it is: this is not preferred as the current Bylaw does not address adequately some emergent issues and clarification by explanatory notes to bolster enforcement of the Bylaw.
2. **Amend** the current Bylaw: an amendment Bylaw is not preferred given the number and significance of the recommended changes identified by key staff.
3. **Replace** the current Bylaw with a new Parking and Traffic Bylaw: this is the **preferred** option given there are a number of changes required for the current bylaw and the addition of traffic movement restrictions that is recommended.
4. **Revoke** the current Bylaw and not replace it: this is not a practical option, and we have no other viable options to manage parking and related traffic matters on all roads or areas within the Council's jurisdiction.

To meet the updated objectives, it is recommended that the following points should be investigated further to inform the new iteration of the Parking and Traffic Bylaw. The current Bylaw has been reviewed by an internal group of key stakeholders and the following points should be explored further with the full redraft of the Bylaw:

### Definitions

Review all current definitions to ensure these align with current legislation. One recommendation is E-scooters should be taken out and add two definitions, one being motor vehicle and other being vehicle as per LTA and this would E-scooters and keep in line with current legislation.

### Section 6 No Parking on Certain Parts of the Road

6.1.1 Prohibits parking on street gardens and berms in residential zones only; this should be explored to include other urban zones to avoid damage to gardens/grass, which may impact stormwater Example "any part of the road separated from the roadway with a kerb that is paved, surfaced, landscaped area, whether or not it is planted, whether or not it is for pedestrian use"

### Section 8 Temporary Discontinuance of a Parking Space

This section may require investigation in relation to including provisions for temporary restrictions to certain vehicle classes only, and a maximum time limit for temporary restrictions (without a Council resolution).

### Section 9 The Parking of Vehicles by Disabled Persons

The parking of vehicles by those with a mobility card in the Parking Strategy 2021 allows for parking concessions when parking in a standard (i.e., not designated mobility) time-limited space:

- P30: permitted to park an additional 30 minutes
- P60: permitted to park an additional 60 minutes

This concession is included in the approved actions from the Parking Strategy 2021 and should be recognised by the Bylaw. The RUR 2004 for councils to include provisions granting time extensions for mobility parking permit holders in time-restricted parking areas.

### **Section 12 Motorhomes, Buses, Caravans and Trailers**

Consider changing the name to “Motorhomes, immobilised vehicles, and trailers “

Align caravan and trailers parking limitations with RUR 2004 limits by referencing the RUR 2004 rather than having a specified number of days.

### **Section 13 Displaying and Storage of Vehicles on Street**

Displaying and storage needs to be defined by either an explanatory note or by including both into definitions. This will provide clarity for the public of when a vehicle on the road meets the criteria for being displayed or stored.

### **Section 14 Parking for Display or Advertising**

Parking for Display or Advertising is covered in Clause 6.3 in the Signage Bylaw 2019 consideration should be given to which bylaw is the most suitable place for this clause.

During the Section 155 review and while looking at other Territorial Local Authority Parking Bylaws it became evident there are areas the current Bylaw does not cover. Below is additional bylaw clauses recommended to be further investigated by the redraft for the new iteration of the Bylaw:

#### **Solid Waste Collection**

Investigate the provision for ‘no stopping parking on collection day’ or "residents parking only area" for some portions of streets that prove to be too difficult to service with the recycling/rubbish trucks when cars are parked there. The ESU team have raised resourcing concerns around this recommendation which can be fully investigated during the redraft.

#### **Traffic Restrictions**

Staff have provided potential elements that could be considered for inclusion in a new Parking and Traffic Bylaw; a discussion of the need for each element; the legislation, rules, and policies that would enable these elements to be included in a new iteration of the Bylaw. An expanded Parking and Traffic Bylaw could include, for example:

- Turn bans
- One-way roads
- Shared-use paths
- "Keep Clear" zones
- Unformed road closures
- Heavy vehicle restrictions
- Engine braking restrictions

#### **Mobile Trading**



Commercial trading vehicles parking in inconsiderate locations and positions has also been raised as a concern through service requests, this may be fully covered in a future Places and Spaces Bylaw which is being considered by the Policy Team early 2025. But restrictions on parking mobile trading vehicles could be incorporated in a revised Parking and Traffic Bylaw with quicker effect.

### **Explanatory Notes**

Explanatory notes are used for a number of reasons, including to explain the intent of a clause in less formal language, to include additional helpful information, or because the information may be subject to change and need to be updated before the bylaw itself has to be updated.

Explanatory notes may assist with quickly resolving common issues (e.g. “storage of vehicles”)

### **Residential parking permit zones**

A Rangiora Parking Management Plan is currently being investigated which may lead to the extension on time limited parking in residential areas surrounding the Town Centre. The new iteration of the Parking bylaw should be redrafted alongside the development of the Rangiora PMP which is planned to be adopted later in 2025.

## Summary

In summary, having undertaken a review of the Parking Bylaw 2019 and in terms of section 155 of the LGA, reviewing and replacing the Parking Bylaw 2019 with a new iteration of the Bylaw:

- is determined to be the most appropriate way of addressing the perceived problems; and
- is considered to be the most appropriate form of Bylaw.
- Is potentially inconsistent with NZBORA but is justified limitation consistent with s5 of NZBORA.

# WAIMAKARIRI DISTRICT COUNCIL PARKING BYLAW 2019

This review of the Parking Bylaw 2007  
was adopted at a Council meeting held on  
3 December 2019

Minor Technical Amendment  
Was adopted by the District Planning and Regulation Committee  
15 June 2021



Chief Executive

Governance Manager



WAIMAKARIRI  
DISTRICT COUNCIL

# CONTENTS

1	General .....	3
2	Purpose.....	3
3	Definitions .....	3
4	Resolutions Made Under This Bylaw .....	4
PART 1 - PARKING .....		5
5	Stopping, Standing and Parking of Vehicles.....	5
6	No Parking on Certain Parts of the Road.....	5
7	Parking of Mobility Devices on Footpaths.....	6
8	Temporary Discontinuance of a Parking Space.....	6
9	The Parking of Vehicles by Disabled Persons .....	6
10	Removal of Vehicles from Off-Street Parking Areas .....	6
11	Immobilised and Immobile Vehicles .....	6
12	Motorhomes, Buses, Caravans and Trailers.....	7
13	Displaying and Storage of Vehicles on Street.....	7
14	Parking for Display or Advertising.....	7
15	Working on Vehicles.....	7
PART II - ADMINISTRATIVE .....		7
16	Enforcement Officers.....	7
17	Defences .....	8
18	Offences.....	8
19	Penalties .....	8
20	Exempted Vehicles.....	8
21	Power to Amend Certain Schedules by Resolution.....	8
22	Revocations and Savings .....	8
23	Review of Bylaw .....	9
The Schedule – Parking Restrictions .....		9



## Waimakariri District Council Parking Bylaw 2019

### 1 General

- 1.1 This bylaw may be cited as the Waimakariri District Council Parking Bylaw 2019.
- 1.2 This bylaw supersedes the Waimakariri District Council Parking Bylaw 2007 and comes into force on 12 December 2019.
- 1.3 This bylaw is made pursuant to sections 159 and 160A of the *Local Government Act 2002* and section 22AB of the *Land Transport Act 1998*.

### 2 Purpose

- 2.1 The purpose of this bylaw is to set out the requirements for parking control of vehicular or other traffic on any road or area under the care, control or management of the Council.

### 3 Definitions

- 3.1 In this bylaw, unless the context otherwise requires:

**Agency** means the New Zealand Transport Agency

**Authorised Officer** means an officer or other person appointed by the Council to perform duties, or give permissions under this bylaw.

**Authorised Period** means that time period commencing when a vehicle is parked within an area, listed in the Schedule, which the Council by resolution has designated as a time-limited area and in which the appropriate signs(s) have been erected.

**Continuous Accessible Path of Travel (CAPT)** is defined as the area where the pedestrian route is safe and convenient for everyone, especially for people who are blind, have impaired mobility or have low vision.

**Council** means the Waimakariri District Council and includes any person, authorised by the Council to act on its behalf.

**Enforcement Officer** means a person who has been appointed as an Enforcement Officer by the Council under the *Local Government Act 2002* or a person who is an Enforcement Officer under the *Land Transport Act 1998*.

**Electric Scooter (or e-Scooter)** means a low-powered vehicle designed in the style of a traditional push scooter, with a footboard, two or three wheels, a long steering handle and an electric auxiliary propulsion motor.

**Grass Berm** is the area of footpath which is laid out in grass.

**Grass Verge** is that area of public road that includes grassed, paved or other landscaped areas

**Immobilised vehicle** means any vehicle that cannot be moved on its own because it is mechanically not able to be moved or has a wheel or wheels missing from the vehicle.

**Motorhome** means any vehicle designed or converted to be used for human habitation, whether self-contained or not, and includes a bus, caravan, campervan, or house truck.

**Parking Warden** means a person appointed to hold the office of parking warden appointed by the Council under Section 128(d) of the *Land Transport Act 1998*.

**Pedestrian** means any person travelling by foot or using pedestrian facilities. This would include those using wheelchairs, prams, e-scooters, mobility scooters and other mobility devices.

3.2 In this bylaw, unless the context otherwise requires:

- 3.2.1 **Heavy motor vehicle, moped, motor vehicle, motorcycle, owner, parking, road, and vehicle** have the same meanings as in section 2(1) of the *Land Transport Act 1998*; and
- 3.2.2 **Cycle lane, disabled person's parking permit, driver, emergency vehicle, footpath, mobility device, parking place, power assisted cycle, roadway** have the same meanings as in clause 1.6 of the *Land Transport (Road User) Rule 2004*.
- 3.2.3 **Transport station** has the same meaning as in section 591(6) of the *Local Government Act 1974*.
- 3.2.4 Any undefined words, phrases or expressions used in this bylaw have the same meaning as in the Land Transport and Local Government Acts unless the context plainly requires a different meaning.
- 3.2.5 The *Interpretation Act 1999* applies to the interpretation of this bylaw.
- 3.2.6 Explanatory notes are for information purposes only, do not form part of this bylaw, and may be inserted or changed by the Council at any time.

#### 4 Resolutions Made Under This Bylaw

4.1 A resolution may be made under this bylaw that:

- 4.1.1 Regulates, controls or prohibits any matter or thing generally, or for any specific classes of case, or in a particular case; or
- 4.1.2 Applies to all vehicles or traffic or to any specified class of vehicles or traffic using a road; or

4.1.3 Applies to any road or part of a road, greenspace adjoining the road, building, or transport station under the care, control, or management of the Council; or

4.1.4 Applies at any specified time or time period.

4.2 The Council may subsequently amend or revoke any resolution made under this bylaw at any time.

## **PART 1 - PARKING**

### **5 Stopping, Standing and Parking of Vehicles**

5.1 The Council may from time to time by resolution impose parking, standing or stopping restrictions on any road or other area controlled by the Council whether by way of time restriction, a restriction to a specified class, classes or description of vehicle, a total prohibition of vehicles, or any combination of these.

5.2 The Council shall by prescribed markings, signs, notices or devices erected or placed in a conspicuous position in or on any road or other area controlled by it, indicate where on the road, other area or portion thereof, the stopping, standing or parking of any vehicle, whether attended or unattended, is prohibited or restricted.

5.3 Any of the signs, markings, notices or devices referred to in clause 5.1 may from time to time be supplemented, altered or removed by Council resolution.

### **6 No Parking on Certain Parts of the Road**

6.1 A person must not stop, stand or park a vehicle, wholly or partially:

6.1.1 On that part of any road zoned residential (in the District Plan) which is laid out as a cultivated area, being a garden, grass verge or grass berm.

6.1.2 On grass verges or berms that causes any damage or is a safety hazard, and that there be no business parking on grass verges with businesses not to use the road as an extension of their business.

6.1.3 On that part of any road which has been separated from the roadway by a kerb that is a paved or other surfaced landscaped area, with or without a planted area, and whether or not it is designed for use by pedestrians.

6.2 A person may stop, stand or park a vehicle in contravention of clauses 6.1 and 6.2 if:

- 6.2.1 That part of the road is designed and constructed to accommodate a parked vehicle; or
- 6.2.2 An Authorised Officer has given written permission to stop, stand or park a vehicle in that part of the road; or
- 6.2.3 The Council, by resolution, has allowed vehicles to stop, stand, or park in that part of the road.

## **7 Parking of Mobility Devices on Footpaths**

- 7.1 No wheelchair, pram, e-scooter, mobility scooter or other mobility device on any footpath shall be placed in a position that would obstruct a pedestrian's CAPT travel along the footpath, or present an obstacle for any person using the footpath including any disabled person, or obstruct movement of a vehicle using any formed vehicle crossing over any footpath.

## **8 Temporary Discontinuance of a Parking Space**

- 8.1 If an Authorised Officer is of the opinion that any parking space or spaces should be temporarily discontinued as a parking space, they may direct the placement of a sign or other controls that sufficiently indicates reserved parking, 'no stopping', 'no standing' provisions for specified vehicles at such parking space or spaces.

## **9 The Parking of Vehicles by Disabled Persons**

- 9.1 The Council may, from time to time by resolution, reserve any specified parking place either generally or at specified times for the exclusive use of any disabled person who has on display in their vehicle a Disabled Person's Parking Permit.
- 9.2 The Council shall, by markings, signs or notices, indicate where parking by non-permit holders is prohibited or restricted.

## **10 Removal of Vehicles from Off-Street Parking Areas**

- 10.1 An Enforcement Officer may remove or cause to be removed any vehicle from any part of the road reserve or Council-managed land that contravenes this bylaw, or any resolution made under this bylaw, and the Council may recover from the person committing the breach of this bylaw all expenses incurred in connection with the removal of the offending vehicle.
- 10.2 No person may cause damage to or remove any signage or barriers associated with parking restrictions or controls applied to land owned or managed by the Council.
- 10.3 The powers that may be exercised under this clause are in addition to those provided by any other enactment.

## **11 Immobilised and Immobile Vehicles**

- 11.1 No person shall leave standing on any road or public place for any continuous period exceeding seven days any vehicle which is immobilised, including a

motor vehicle without wheels, without the consent of Council or Authorised Officer.

11.2 Any vehicle left standing in breach of this clause may be removed by the Council to such place as is nominated by the Council.

11.3 The Council shall not be liable for any loss or damage resulting from the removal or sale of any such vehicle.

## **12 Motorhomes, Buses, Caravans and Trailers**

12.1 No person shall park a motorhome, bus, caravan or trailer on any road or in a public place for any continuous period exceeding seven days without the previous consent of the Council or an Authorised Officer.

## **13 Displaying and Storage of Vehicles on Street**

13.1 No person shall stop stand or park a vehicle on any road or public place for the purpose of offering the vehicle for sale.

13.2 No person shall stop, stand or park a vehicle on any road or public place for the purpose of exhibition, demonstration or storage.

## **14 Parking for Display or Advertising**

14.1 A person must not display any signage on, connected to a vehicle, or parked trailer that is on a road or a public place, if the principal function of the trailer or vehicle is to display advertising material.

14.2 Should any vehicle to which clause 14.1 applies be left stationary and unattended on any road, whether otherwise lawfully stopped or not, and in the opinion of an Authorised Officer, it is causing a safety hazard, the Authorised Officer may have it removed and stored at the cost of the owner.

14.3 Clause 14.1 does not apply to vehicles with sign writing (business logos or the business name) where the vehicle is being used in, and as part of, the normal course of business and not simply for the purpose of displaying advertising material, unless, in the opinion of an Authorised Officer, the motor vehicle is causing a safety hazard.

*Explanatory note: also refer to Clause 6.3 in the Signage Bylaw 2019.*

## **15 Working on Vehicles**

15.1 No person shall stop, stand or park any vehicle on any road to carry out any repairs to that vehicle unless those repairs are of a minor or urgent nature.

## **PART II - ADMINISTRATIVE**

## **16 Enforcement Officers**

16.1 The enforcement of the provisions of this bylaw shall be carried out by either Police Officers or Parking Wardens, or where appropriate, Enforcement Officers appointed by the Council.

## 17 Defences

17.1 A person is not in breach of this bylaw if that person is able to prove that:

- 17.1.1 The act complained of was done in an emergency on the road or immediately adjoining the road; or
- 17.1.2 The act complained of was done in compliance with the directions of a Police Officer, Parking Warden, Authorised Officer, traffic control signal or traffic sign; or
- 17.1.3 That he/she was experiencing a medically related event and took all reasonable care to avoid causing an accident or any injury.

## 18 Offences

Every person commits an offence against this bylaw who fails to comply:

- 18.1 In all respects with any prohibition or restriction or direction or requirement indicated by the lines, zones, markings, signs and notices, laid down, placed, or made, or erected, in or upon any road or public place in the district pursuant to any provision of this bylaw:

## 19 Penalties

- 19.1 Every person who commits an offence against this bylaw will be liable for penalties and infringement offences under the *Land Transport Act 1998* and *Local Government Act 2002*.

## 20 Exempted Vehicles

- 20.1 This bylaw does not apply to any of the following vehicles being used in the execution of duty:
  - 20.1.1 An emergency services vehicle; or
  - 20.1.2 A vehicle that is used by a Parking Warden; or
  - 20.1.3 A vehicle that is used by an Authorised or Enforcement Officer.

## 21 Power to Amend Certain Schedules by Resolution

- 21.1 The Council may from time to time by resolution make changes to any schedule to or explanatory note in this bylaw and include additional schedules to this bylaw.

## 22 Revocations and Savings

- 22.1 The Parking Bylaw 2007 is hereby revoked.
- 22.2 Any approval, permit or other act of authority which originated under or was continued by the bylaw revoked in clause 22.1 that is continuing at the

commencement of this bylaw, continues to have full force and effect for the purposes of this bylaw, but is subject to the application of any relevant clauses in this bylaw.

- 22.3 The revocation of the bylaws specified in clause 22.1 shall not prevent any legal proceedings being taken to enforce those bylaws and such proceedings shall continue to be dealt with and completed as if the bylaws had not been revoked.
- 22.4 The resolutions of the Council made or continued under the bylaws revoked under clause 22.1 continue to have full force and effect for the purposes of this bylaw as if they were resolutions made under this bylaw.

### **23 Review of Bylaw**

- 23.1 A comprehensive review of this bylaw shall be carried out no later than 12 December 2024 as required by the *Local Government Act 2002*.
- 23.2 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 and matters of public nuisance
- 23.3 By resolution, the Council may make changes to any schedule or explanatory note in this bylaw.

### **The Schedule – Parking Restrictions**

# WAIMAKARIRI DISTRICT COUNCIL PARKING AND TRAFFIC BYLAW 2026

This Parking and Traffic Bylaw  
was adopted at a Council meeting held on  
**TBC 2026**

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Chief Executive

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Governance Manager

# CONTENTS

1	General .....	3
2	Purpose.....	3
3	Definitions .....	3
4	Resolutions Made Under the Bylaw.....	5
<b>PART 1 - PARKING</b>		
5	Stopping, Standing and Parking of Vehicles.....	7
6	No Parking on Certain Parts of the Road.....	7
7	Parking of Mobility Devices on Footpaths.....	8
8	Temporary Discontinuance of a Parking Space.....	8
9	Parking for Mobility Parking Permit.....	8
10	Removal of Vehicles from Off-Street Parking Areas .....	9
11	Immobilised and Immobile Vehicles .....	9
12	Motorhomes and Trailers.....	10
13	Working on Vehicles.....	10
14	Parking Zones .....	10
15	Residents' Exemption Parking Zone.....	11
16	Reserved Parking Areas.....	11
17	Overnight Parking Restriction.....	12
18	Mobile Trading .....	13
<b>PART 2 – TRAFFIC MOVEMENTS</b>		
19	Turn Ban .....	14
20	One-Way Roads.....	14
21	Special Vehicle Lanes .....	14
22	Shared Paths .....	14
23	Shared Zones.....	15
24	Keep Clear Zone .....	15
25	Unformed Legal Roads .....	15
26	Traffic Control by Vehicle Type.....	16
27	Engine Braking Ban.....	16
<b>PART 3 - ADMINISTRATIVE</b>		
28	Enforcement Officers.....	16
29	Defences.....	17
30	Offences.....	17
31	Penalties .....	17
32	Exempted Vehicles.....	18
33	Power to Amend Certain Schedules by Resolution.....	18
34	Revocations and Savings .....	18
35	Review of Bylaw .....	18

# Waimakariri District Council Parking Bylaw 2026

## 1. General

- 1.1 The bylaw may be cited as the Waimakariri District Council (the Council) Parking and Traffic Bylaw 2026 (the bylaw).
- 1.2 The bylaw supersedes the Waimakariri District Council Parking Bylaw 2019 and comes into force on TBC 2026.
- 1.3 The bylaw is made pursuant to sections 145, 146, 159 and 160A of the *Local Government Act 2002* and section 22AB of the *Land Transport Act 1998*.

## 2. Purpose

- 2.1 The purpose of the bylaw is to regulate parking and traffic movements on public roads and public places within the Waimakariri District. It aims to ensure safety for all road users, maintain accessibility for pedestrians and vehicles, and promote efficient use of the transport network. The bylaw provides clear, enforceable rules to protect public health, prevent damage to infrastructure, and support fair and consistent compliance with national legislation and best practice.

## 3. Definitions

- 3.1 In the bylaw, unless a different meaning is clearly stated:

**Agency** means Waka Kotahi NZ Transport Agency (Waka Kotahi)

**Authorised Officer** means any person appointed or authorised by the Council to act on its behalf, including Parking Wardens and Police Officers.

**Authorised Period** means the time period commencing when a vehicle is parked within an area listed in the Schedule, which the Council by resolution has designated as a time-limited area and in which the appropriate sign(s) have been erected.

**Continuous Accessible Path of Travel (CAPT)** is defined as the area where the pedestrian route is safe and convenient for everyone, especially for people who are blind, have impaired mobility or have low vision.

**Council** means the Waimakariri District Council and includes any person, authorised by the Council to act on its behalf.

**Explanatory notes** are used for several reasons, including to explain the intent of a clause in less formal language, to include additional helpful information, or because the information may be subject to change. These notes are not part of the bylaw, and the Council may add, amend or delete these at any time without amending the bylaw.

**Enforcement Officer** means any person appointed by the Council under the Local Government Act 2002 or the Land Transport Act 1998 to enforce parking and traffic regulations. An Enforcement Officer is an Authorised Officer for the purposes of this bylaw.

**Immobilised vehicle** means any vehicle that cannot be moved on its own because it is mechanically not able to be moved or has a wheel or wheels missing from the vehicle.

**Mobile trading** means temporary trading activity conducted from a location that is vacated at the end of the trading day. This includes trading from stands or stalls (including vehicles used as stalls) by hawkers, pedlars, and operators of mobile or travelling shops.

**Mobile Trading Vehicle** means any vehicle used for mobile trading activities in a public place.

**Motorhome** means any vehicle designed or converted to be used for human habitation, whether self-contained or not, and includes a bus, campervan, or house truck.

*Explanatory note: For enforcement purposes, an Authorised Officer may determine whether a vehicle meets the definition of motorhome based on its design or conversion for human habitation, regardless of NZTA registration details.*

**Mobility Parking Permit** For clarity, legislation refers to this as a 'disabled persons parking permit'; however, the term 'Mobility Parking Permit' is used in the bylaw for consistency with current practice.

**Overnight** means the period between 10:00pm and 6:00am, unless otherwise specified by Council resolution.

**Parking Zone** means an area designated by the Council under the bylaw for the purpose of regulating parking. A Parking Zone may include any road, part of a road, land, or building under the Council's care, control, or management, and is subject to specific parking restrictions made by resolution under section 22AB of the Land Transport Act 1998.

**Pedestrian** means any person travelling by foot or using pedestrian facilities, including those using wheelchairs, prams, e-scooters, mobility scooters, and other mobility devices that are not classified as vehicles.

**Public place** means any place that, at any material time, is open to or is being used by the public, whether free or on payment of a charge, and whether or not any owner or occupier is lawfully entitled to exclude or eject any person; and includes any road, footpath, accessway, parking place, reserve, bridge or other land or premises owned, controlled, or managed by the Council and open to or used by the public.

**Residents' Exemption Parking Zone** means a designated Parking Zone or part thereof reserved by Council resolution for the use of residents living in the vicinity,

who hold a valid residents' parking permit. These zones may exempt permit holders from certain parking restrictions otherwise applicable in the Parking Zone.

**Roadway** is the portion of the road used for the movement of motor vehicles.

**Rural Area:** Any area zoned rural under the District Plan, including lifestyle blocks and farmland.

**Urban Area:** Any area zoned residential, commercial, or industrial under the District Plan

*Explanatory Note: For the purposes of the bylaw, Open Space and Special Purpose Zones are classified as urban or rural based on the predominant surrounding land use. This is in line with the intent of the District Plan, while allowing for practical enforcement of parking and traffic controls.*

**Verge** is the portion of the Road between the property boundary and Roadway, excluding Footpaths, Shared Paths, and Parking Places, not designed to be used by motor vehicles travelling along the Roadway. This includes unsealed shoulders, grassed or landscaped verges, drains, swales, and batter slopes.

*Explanatory note: For the purposes of the bylaw, 'verge' means the area between the property boundary and the roadway, including areas commonly referred to as berms.*

3.2 In the bylaw, unless a different meaning is clearly stated:

- (a) Driver, Heavy motor vehicle, Mobility device, Moped, Motor vehicle, Motorcycle, Owner, Parking, Road and Vehicle have the same meanings as in section 2(1) of the Land Transport Act 1998; and
- (b) Cycle Track, Footpath, Parking Place and Transport station have the same meaning as in section 591(6) of the Local Government Act 1974; and
- (c) Bus Lane, Cycle Lane, Cycle Path, Disabled persons, parking permit, Emergency vehicle, Intersection, Lane, Pedestrian Crossing, Power assisted cycle, Roadway, Shared Path, Shared Zone, Special Vehicle Lane and Transit Lane have the same meanings as in clause 1.6 of the Land Transport (Road User) Rule 2004.
- (d) Any undefined words, phrases or expressions used in the bylaw have the same meaning as in the Land Transport and Local Government Acts unless the context plainly requires a different meaning.
- (e) The relevant provisions of the Legislation Act 2019 apply to the interpretation of the bylaw.

## 4. Resolutions Made Under the Bylaw

4.1 The Council may make a resolution under the bylaw to give effect to its purpose, including to regulate parking, traffic movement, and road use. A resolution may:

- (a) Regulate, control, or prohibit any matter relating to parking, traffic movement, or road use, either generally or for specific classes of vehicles or situations.
  - (b) Apply to all vehicles or traffic, or to any specified class of vehicles or traffic using a road;
  - (c) Apply to any road, part of a road, greenspace adjoining a road, building, transport station, or parking place under the care, control, or management of the Council;
  - (d) Apply during specified times or periods as determined by Council resolution.
- 4.2 The Council may subsequently amend or revoke any resolution made under the bylaw at any time.
- 4.3 All resolutions made under the bylaw by the Council will be recorded in a register and published on the Council's website alongside the bylaw.

## PART 1 - PARKING

### 5. Stopping, Standing and Parking of Vehicles

- 5.1 The Council may, by resolution, restrict the stopping, standing, or parking of vehicles, or any specified class of vehicle, on a road, or any combination of these.
- 5.2 Without limiting subclause (1), the restriction may provide for:
- (a) time restricted parking;
  - (b) the restriction on parking by heavy motor vehicles on any specified road during specified hours or for a period that exceeds a specified period;
  - (c) a bus stop;
  - (d) a loading zone;
  - (e) parking at an angle to the roadway
- 5.3 The Council will indicate areas where stopping, standing, or parking of vehicles (whether attended or unattended) is restricted or prohibited. These areas will be marked using prescribed signs, notices, road markings, or other devices placed in a conspicuous position on any road or other area under the Council's control.
- 5.4 Any of the signs, markings, notices, or devices referred to in subclause (5.3) may be supplemented, altered, or removed by Council resolution.

### 6. No Parking on Certain Parts of the Road

- 6.1 A person must not stop, stand or park a vehicle, wholly or partially:
- (a) On any part of the road laid out as a cultivated area, including gardens, grassed areas, or landscaped verges.
  - (b) On verges if it causes any damage to the verge, Council infrastructure, or poses a safety hazard.
  - (c) On verges in urban areas, unless expressly permitted by the Council.
  - (d) On verges in rural areas, if the parking causes damage to the verge, Council assets, or poses a safety hazard.
  - (e) On any part of the road that is separated from the roadway by a kerb and designed primarily for pedestrian use or landscaping — including paved or surfaced areas with or without planting — unless expressly permitted by the Council.
- 6.2 Businesses must not use any grass verge or road reserve as an extension of their premises for parking vehicles, whether for customers, staff, or display purposes.

*Explanatory Note: Parking outside the roadway is generally prohibited in urban areas (e.g., Kaiapoi, Oxford, Rangiora, Woodend) unless expressly permitted by the Council. In rural areas, parking on verges is allowed unless it causes damage, poses a safety hazard, or is restricted by Council*

*resolution. On boundary roads, urban and rural rules apply to their respective sides up to the centreline.*

- 6.3 A person may stop, stand or park a vehicle in contravention of clauses 6.1 if:
- (a) That part of the road is designed for or constructed to accommodate a parked vehicle; or
  - (b) An Authorised Officer has given written permission to stop, stand or park a vehicle in that part of the road; or
  - (c) The Council, by resolution, has allowed vehicles to stop, stand, or park in that part of the road.

*Explanatory Note: Clauses 6.1 and 6.3 apply cumulatively. Parking is prohibited on cultivated areas and verges unless expressly permitted by the Council.*

## **7. Parking of Mobility Devices on Footpaths**

- 7.1 Mobility devices must not obstruct a pedestrian's Continuous Accessible Path of Travel (CAPT), create hazards for footpath users, or block vehicle crossings.

## **8. Temporary Discontinuance of a Parking Space**

- 8.1 An Authorised Officer may temporarily restrict parking in any parking space or area by placing 'No Stopping' signage or other appropriate controls to indicate the parking space is temporarily unavailable.
- 8.2 Parking restricted under 8.1 may be limited to specified vehicles or classes of vehicles at such parking places.
- 8.3 No person may -
- (a) stop or park a vehicle at:
    - ii. a parking place affected by a temporary 'No Stopping' sign or other traffic controls under subclause (8.1); or
    - iii. a parking place affected by a sign or traffic control under subclause (8.2) unless:
      - that person is specifically authorised by the authorised officer, or
      - complies with any specified condition by the sign or traffic controls.
  - (b) remove any signs or traffic controls authorised under subclauses (8.1) or (8.2).

*Explanatory Note: Occasionally, the Council may need to temporarily repurpose parking spaces for other activities, such as temporary bus stops, bus lanes, or construction zones.*

## **9. Parking for Mobility Parking Permit**

- 9.1 The Council may, from time to time by resolution, reserve any specified parking place either generally or at specified times for the exclusive use of any person that displays

a Mobility Parking Permit issued under the national scheme administered by CCS Disability Action or Sommerville Disability Support Services, in accordance with the provisions of the Land Transport (Road User) Rule 2004.

- 9.2 The Council shall, by markings, signs or notices, indicate where parking by non-permit holders is prohibited or restricted.

*Explanatory Note: Mobility Parking Permits are issued to individuals who meet eligibility criteria under the national scheme. The permit itself is sufficient evidence of entitlement to use designated mobility parking spaces. While primary legislation refers to these as “disability parking permits,” the term “mobility parking permit” is used by CCS Disability Action, councils, and NZTA to reflect a more inclusive and person-centred approach.*

## **10. Removal of Vehicles from Off-Street Parking Areas**

- 10.1 An Enforcement Officer may authorise the removal of any vehicle from any part of the road reserve or Council-managed land that contravenes the bylaw, or any resolution made under the bylaw.
- 10.2 The Council may recover the costs incurred for the removal of the offending vehicle, provided that such costs do not exceed the fees prescribed under the Land Transport (Storage and Towage Fees for Impounded Vehicles) Regulations 1999.
- 10.3 No person may cause damage to, remove, or paint over authorised road markings, signage, or barriers associated with parking restrictions or controls on land owned or managed by the Council.
- 10.4 No person may install unauthorised road markings, signage, or barriers associated with parking restrictions or controls on land owned or managed by the Council.
- 10.5 The powers that may be exercised under clause 10.5 are in addition to those provided by any other applicable Act or regulation, including the Land Transport Act 1998 and Local Government Act 2002.

## **11. Immobilised and Immobile Vehicles**

- 11.1 A person must not leave an immobilised vehicle (including one without wheels) on any road or public place for more than 7 consecutive days. An exemption can be granted by an Authorised Officer or the Council.
- 11.2 Any vehicle in breach of clause 11.1 may be removed by the Council to a place nominated by the Council.
- 11.3 The Council shall not be liable for any loss or damage resulting from the removal or sale of any such vehicle, in accordance with Section 356 of the Local Government Act 1974.

## 12. Motorhomes and Trailers

- 12.1 Trailers must not be parked on any road or public place for more than five consecutive days, as specified in Rule 6.19 of the Land Transport (Road User) Rule 2004, unless written consent is granted by the Council or an Authorised Officer.
- 12.2 A person must not park a motorhome on any road or in a public place for a continuous period exceeding seven days. Written consent to exceed this time limit can be granted by the Council or an Authorised Officer.
- 12.3 For the purposes of enforcement, continuous parking may include:
- (a) instances where a trailer or motorhome is moved and returned to the same or a nearby location within the applicable time period (five days for trailers, seven days for motorhomes),
  - (b) if it appears the movement was intended to circumvent the parking restriction.
  - (c) Officers will assess based on reasonable evidence of intent to avoid compliance.

## 13. Working on Vehicles

- 13.1 A person must not stop, stand, or park any vehicle on any road to carry out repairs unless those repairs are of an urgent nature and do not impede the flow of traffic or are necessary to enable the vehicle to be moved.

## 14. Parking Zones

- 14.1 By resolution, the Council may:
- (a) Designate an area to be a Parking Zone with restrictions (Parking Zone controls) The Council may by resolution:
  - (b) that apply in that Parking Zone;
  - (c) Reserve any road, land, or building under the Council's care, control, or management to be a Parking Zone, which will be subject to parking restrictions set by Council resolution;
  - (d) Specify the vehicles or classes of vehicle that can or cannot use a Parking Zone;
  - (e) Prescribe the restrictions that apply, including but not limited to, the times, manner, and other conditions for parking vehicles or classes of vehicles in a Parking Zone;
  - (f) Make provision for the efficient management and control of a Parking Zone.
- 14.2 Any general restrictions that apply to a Parking Zone do not apply to areas within that zone where specific stopping, standing, or parking restrictions have been separately designated.

*Explanatory Note: Parking Zones may include Residents' Exemption Parking Zones, which are subject to additional conditions as outlined in Clause 15.*

## 15. Residents' Exemption Parking Zone

15.1 The Council may, through resolution:

- (a) Reserve any Parking Zone or part thereof, as a residents' exemption parking area. This is for the use of persons who reside in the vicinity;
- (b) Prescribe any fees to be paid annually or on a pro-rata basis, as determined by Council policy;
- (c) Define the method by which such fees may be paid, in accordance with Council's standard payment options;
- (d) Specify which parking restrictions permit holders are exempt from, including exemptions from time limits in designated Parking Zones such as P120 areas.

15.2 Any person who parks in a residents' exemption parking area must clearly display a current residents' parking permit. If no permit is displayed, standard parking restrictions and payments will apply.

15.3 A person must not park a vehicle in a Parking Zone or a residents' exemption parking area in contravention of any prohibition or restriction made by the Council.

*Explanatory Note: Residents' Exemption Parking Areas are a type of Parking Zone reserved for residents. All general Parking Zone restrictions apply unless specifically exempted by resolution.*

## 16. Reserved Parking Areas

16.1 By resolution, the Council may reserve any parking space or other area within a road, parking place, or transport station for the exclusive use of specified vehicle types or classes, including (but not limited to):

- (a) motorcycles;
- (b) cycles, including bicycles and power-assisted cycles (commonly known as e-bikes);
- (c) electric scooters and other wheeled recreational devices;
- (d) electric vehicles, while in the course of being recharged at an electric vehicle charging station;
- (e) goods service vehicles;
- (f) heavy motor vehicles;
- (g) taxis;
- (h) buses and coaches, both public and commercial;
- (i) vehicles in the course of loading or unloading goods or passengers ('loading zone');
- (j) vehicles used by pregnant persons or by persons accompanied by infants or young children;

- (k) car share vehicles;
- (l) carpooling vehicles;
- (m) oversize vehicles, trailers, boats or caravans;
- (n) diplomatic or consular corps vehicles;
- (o) members of the judiciary vehicles;
- (p) medical practitioner vehicles; and
- (q) mobile traders using stands or stalls.

16.2 In making a resolution under clause 16.1, the Council may prescribe –

- (a) the days and times that the reserved parking applies;
- (b) any time limits that may apply to those using the reserved parking (for example, in loading zones), and the days and times that any such limits will apply;
- (c) the period (if any) for which no fee or charge applies to the reserved parking;
- (d) any fees to be paid (annually, on an hourly basis, or otherwise) for the use of the reserved parking;
- (e) the manner by which any such fees may be paid; and
- (f) for carpooling vehicles, the minimum number of permits that must be displayed or held for a parked vehicle.

16.3 A person must not park in any reserved parking area where a permit is required and signposted unless:–

- (a) the area is clearly marked as requiring a Council-issued parking permit;
- (b) the person holds a valid permit for that area and complies with all conditions set by the Council; and
- (c) the permit is displayed prominently in the vehicle so it can be easily read from outside.

*Explanatory Note: Not all reserved parking areas require a permit. For example, EV charging stations, loading zones, and spaces for parents with infants may be used without a permit if signposted accordingly. Clause 16.3 applies only to areas where a permit requirement is explicitly indicated.*

## **17. Overnight Parking Restriction**

17.1 The Council may, by resolution, prohibit or restrict the parking of vehicles in any Council-managed parking place during specified overnight hours.

17.2 A schedule of parking places where overnight parking is prohibited may be maintained and amended by Council resolution in accordance with Clause 33 of the bylaw.

17.3 Areas subject to overnight parking restrictions must be clearly signposted in accordance with applicable legislation and Council standards.

17.4 Restrictions under this clause apply as specified in clauses 17.1 and 17.2. A person must not stop, stand, or park a vehicle in contravention of any overnight parking restriction.

## **18. Mobile Trading**

18.1 Mobile trading vehicles must not:

- (a) Obstruct the flow of road users, including vehicles and pedestrians.
- (b) Block access to private property or public facilities.
- (c) Create a hazard or unsafe condition for other road users.

18.2 Written approval from an Authorised Officer is required before any mobile trading occurs on a public road, verge, footpath, or other public place.

18.3 Where mobile trading is permitted by the Council, the trader must comply with all conditions of the approval and applicable national transport rules.

## PART 2 – TRAFFIC MOVEMENTS

### 19. Turn Ban

19.1 By resolution, the Council may prohibit or restrict turning movements:

- (a) vehicles or classes of vehicles on any road from turning to the right or to the left or from proceeding in any other direction; and
- (b) vehicles turning from facing or travelling in one direction to facing or travelling in the opposite direction (performing a U-turn on specified roads)

19.2 Any resolution made under clause 19.2 may specify the hours or days of the week that a restricted turning movement may be made (if any).

19.3 A person must not turn a vehicle to the left, or to the right, or perform a U-turn, or proceed in any other direction on any road where the Council has prohibited or restricted such movements.

### 20. One-Way Roads

20.1 The Council may by resolution require vehicles on roads or part of a road to travel in one specified direction only.

20.2 Every driver of a vehicle must travel only in the direction specified on a one-way road.

20.3 The Council may specify by resolution that cycles may travel in the opposite direction on a one-way road.

### 21. Special Vehicle Lanes

21.1 The Council may by resolution prescribe a road, or a part of a road, as a special vehicle lane.

21.2 Any resolution made under clause 21.2 must specify, as the case may be –

- (a) the type of special vehicle lane; and
- (b) the hours of operation of the special vehicle lane (if any) when it is restricted to specific classes of vehicles.

21.3 A person must not use a special vehicle lane contrary to any restriction made by the Council under clause 21.3.

### 22. Shared Paths

22.1 The Council may by resolution determine the priority for users and impose restrictions or conditions. Users must comply.

22.2 A person must not use a shared path or a cycle path or a cycle lane in a manner contrary to any restriction made by the Council.

## 23. Shared Zones

- 23.1 The Council may by resolution specify any road or part of a road to be a shared use zone.
- 23.2 Any resolution made under clause 23.2 may specify –
- (a) whether the shared use zone may be used by specified classes of vehicles;
  - (b) the days and hours of operation of the shared use zone (if they differ from 24 hours per day, 7 days per week); and
  - (c) any other restrictions on how the shared use zone is to be used by the public, including how road users, including vehicles and pedestrians, will interact.
- 23.3 Except where the Council has by resolution specified otherwise, no person may stand or park a vehicle in a road specified as a shared use zone.
- 23.4 Where a Parking Place is located within a Shared Zone, parking is permitted only in areas that are:
- (a) Clearly marked or signed for parking; and
  - (b) Subject to any restrictions or conditions imposed by the Council through resolution.

*Explanatory Note: Parking within Shared Zones is only allowed in designated spaces. This ensures safe interaction between vehicles and pedestrians and supports effective enforcement.*

## 24. Keep Clear Zone

- 24.1 A person must not stop, stand, or park any vehicle within a designated "Keep Clear Zone" on any road or public place. These zones are marked by appropriate signage and road markings to ensure unobstructed access for emergency vehicles, service vehicles, and other essential traffic.
- 24.2 Any vehicle found stopped, standing, or parked within a "Keep Clear Zone" may be subject to immediate removal, and the owner may incur fines or towing charges as specified by the Council under the Land Transport Rule: Traffic Control Devices 2004.

*Explanatory Note: Clause 10.6 of Land Transport Rule: Traffic Control Devices 2004 allows road controlling authorities to mark "keep clear" zones at intersections.*

## 25. Unformed Legal Roads

- 25.1 The Council may by resolution restrict the use of motor vehicles on unformed legal roads for the purposes of protecting the environment, or the road and adjoining land, or the safety of road users.
- 25.2 A person must not use a motor vehicle on an unformed road contrary to a resolution made by the Council under clause 25.2.

## **26. Traffic Control by Vehicle Type**

26.1 The Council may, by resolution, prohibit or restrict the use of roads for certain vehicle types due to their size, nature, or the goods they carry.

26.2 A person must not use a road contrary to such prohibitions or restrictions.

26.3 The Council may permit exceptions for:

- (a) Loading or unloading goods or passengers;
- (b) Emergency services;
- (c) Road maintenance;
- (d) Maintenance of utility provider assets;
- (e) Maintenance of public transport infrastructure.

26.4 If the relevant authority considers it necessary or desirable to address the effects or likely effects of heavy traffic, it may by resolution:

- (a) Prohibit heavy traffic likely to cause serious road damage.
- (b) Require operators of such vehicles to:
  - ii. to give security that no special damage will occur to any road by reason of that vehicle or specified class of heavy traffic;
  - iii. to pay any reasonable sum as compensation for any damage to any road likely to occur by reason of that heavy vehicle or specified class of heavy traffic;
  - iv. to pay in advance the relevant authority's estimate of the cost of reinstating the road for any damage.

26.5 For the purposes of clause 26.5, "heavy traffic" shall have the same meaning as defined in section 2(1) of the Land Transport Act 1998 Act.

## **27. Engine Braking Ban**

27.1 The Council may by resolution prohibit or restrict engine braking on any road where the permanent speed limit does not exceed 70km/h.

27.2 A person must not use engine braking on any road in contravention of a prohibition or restriction made by the Council under clause 27.2.

# **PART 3 - ADMINISTRATIVE**

## **28. Enforcement Officers**

28.1 The enforcement of the provisions of the bylaw shall be carried out by any person appointed or authorised by the Council to act on its behalf. This includes any

Parking Warden appointed under section 128D of the Land Transport Act 1998 or Police Officer.

28.2 Enforcement Officers have the authority to:

- (a) Issue infringement notices and fines for violations of the bylaw.
- (b) Remove or cause to be removed any vehicle from any part of the road reserve or Council-managed land that contravenes the bylaw, or any resolution made under the bylaw.
- (c) Manage road safety and traffic control, including the power to move vehicles that constitute a traffic hazard.

28.3 The Council may recover from the person committing the breach of the bylaw all expenses incurred in connection with the removal of the offending vehicle.

28.4 Enforcement Officers must follow the procedures outlined in the bylaw and any additional guidelines provided by the Council.

28.5 Any person who obstructs or impedes an Enforcement Officer in the performance of their duties under the bylaw commits an offence.

## 29. Defences

29.1 A person is not in breach of the bylaw if that person is able to prove that:

29.2 The act complained of was done in an emergency on the road or immediately adjoining the road; or

29.3 The act complained of was done in compliance with the directions of a Police Officer, Authorised Officer, traffic control signal or traffic sign; or

29.4 That they were experiencing a medically related event and took all reasonable care to avoid causing an accident or any injury.

## 30. Offences

30.1 Every person commits an offence who fails to comply with any prohibition, restriction, direction or requirement made under this Bylaw or under any resolution of the Council made pursuant to this Bylaw.

30.2 Without limiting clause 30.1, an offence is committed by any person who contravenes any traffic sign, road marking, notice or device installed or placed to give effect to a restriction or prohibition under this Bylaw.

## 31. Penalties

31.1 Every person who commits an offence against the bylaw will be liable for penalties and infringement offences under the *Land Transport Act 1998* and *Local Government Act 2002*.

## **32. Exempted Vehicles**

- 32.1 The bylaw does not apply to any of the following vehicles being used in the execution of duty:
- (a) An emergency services vehicle; or
  - (b) A vehicle that is used by an Authorised or Enforcement Officer.

## **33. Power to Amend Certain Schedules by Resolution**

- 33.1 The Council may from time to time by resolution make changes to any schedule to or explanatory note in the bylaw and include additional schedules to the bylaw.

## **34. Revocations and Savings**

- 34.1 The Parking Bylaw is hereby revoked.
- 34.2 Any approval, permit or other act of authority which originated under or was continued by the bylaw revoked in clause 34.1 that is continuing at the commencement of the bylaw, continues to have full force and effect for the purposes of the bylaw, but is subject to the application of any relevant clauses in the bylaw.
- 34.3 The resolutions of the Council made or continued under the bylaws revoked under clause 34.1 continue to have full force and effect for the purposes of the bylaw as if they were resolutions made under the bylaw.
- 34.4 Any approval, permit or resolution in force immediately before the commencement of this Bylaw continues in force until it is replaced, amended or revoked.

## **35. Review of Bylaw**

- 35.1 A comprehensive review of the bylaw shall be carried out no later than 7 July 2031 as required by the Local Government Act 2002.
- 35.2 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 and matters of public nuisance.

# WAIMAKARIRI DISTRICT COUNCIL PARKING BYLAW 2019

This review of the Parking Bylaw 2007  
was adopted at a Council meeting held on  
3 December 2019

Minor Technical Amendment  
Was adopted by the District Planning and Regulation Committee  
15 June 2021



Chief Executive



Governance Manager

# C O N T E N T S

1	General .....	3
2	Purpose.....	3
3	Definitions .....	3
4	Resolutions Made Under This Bylaw .....	4
PART 1 - PARKING .....		5
5	Stopping, Standing and Parking of Vehicles .....	5
6	No Parking on Certain Parts of the Road.....	5
7	Parking of Mobility Devices on Footpaths.....	6
8	Temporary Discontinuance of a Parking Space.....	6
9	The Parking of Vehicles by Disabled Persons .....	6
10	Removal of Vehicles from Off-Street Parking Areas .....	6
11	Immobilised and Immobile Vehicles .....	6
12	Motorhomes, Buses, Caravans and Trailers.....	7
13	Displaying and Storage of Vehicles on Street.....	7
14	Parking for Display or Advertising.....	7
15	Working on Vehicles.....	7
PART II - ADMINISTRATIVE .....		7
16	Enforcement Officers.....	7
17	Defences.....	8
18	Offences.....	8
19	Penalties .....	8
20	Exempted Vehicles.....	8
21	Power to Amend Certain Schedules by Resolution.....	8
22	Revocations and Savings .....	8
23	Review of Bylaw .....	9
The Schedule – Parking Restrictions .....		9

## Waimakariri District Council Parking Bylaw 2019

### 1 General

- 1.1 This bylaw may be cited as the Waimakariri District Council Parking Bylaw 2019.
- 1.2 This bylaw supersedes the Waimakariri District Council Parking Bylaw 2007 and comes into force on 12 December 2019.
- 1.3 This bylaw is made pursuant to sections 159 and 160A of the *Local Government Act 2002* and section 22AB of the *Land Transport Act 1998*.

### 2 Purpose

- 2.1 The purpose of this bylaw is to set out the requirements for parking control of vehicular or other traffic on any road or area under the care, control or management of the Council.

### 3 Definitions

- 3.1 In this bylaw, unless the context otherwise requires:

**Agency** means the New Zealand Transport Agency

**Authorised Officer** means an officer or other person appointed by the Council to perform duties, or give permissions under this bylaw.

**Authorised Period** means that time period commencing when a vehicle is parked within an area, listed in the Schedule, which the Council by resolution has designated as a time-limited area and in which the appropriate signs(s) have been erected.

**Continuous Accessible Path of Travel (CAPT)** is defined as the area where the pedestrian route is safe and convenient for everyone, especially for people who are blind, have impaired mobility or have low vision.

**Council** means the Waimakariri District Council and includes any person, authorised by the Council to act on its behalf.

**Enforcement Officer** means a person who has been appointed as an Enforcement Officer by the Council under the *Local Government Act 2002* or a person who is an Enforcement Officer under the *Land Transport Act 1998*.

**Electric Scooter (or e-Scooter)** means a low-powered vehicle designed in the style of a traditional push scooter, with a footboard, two or three wheels, a long steering handle and an electric auxiliary propulsion motor.

**Grass Berm** is the area of footpath which is laid out in grass.

**Grass Verge** is that area of public road that includes grassed, paved or other landscaped areas

**Immobilised vehicle** means any vehicle that cannot be moved on its own because it is mechanically not able to be moved or has a wheel or wheels missing from the vehicle.

**Motorhome** means any vehicle designed or converted to be used for human habitation, whether self-contained or not, and includes a bus, caravan, campervan, or house truck.

**Parking Warden** means a person appointed to hold the office of parking warden appointed by the Council under Section 128(d) of the *Land Transport Act 1998*.

**Pedestrian** means any person travelling by foot or using pedestrian facilities. This would include those using wheelchairs, prams, e-scooters, mobility scooters and other mobility devices.

3.2 In this bylaw, unless the context otherwise requires:

- 3.2.1 **Heavy motor vehicle, moped, motor vehicle, motorcycle, owner, parking, road, and vehicle** have the same meanings as in section 2(1) of the *Land Transport Act 1998*; and
- 3.2.2 **Cycle lane, disabled person's parking permit, driver, emergency vehicle, footpath, mobility device, parking place, power assisted cycle, roadway** have the same meanings as in clause 1.6 of the *Land Transport (Road User) Rule 2004*.
- 3.2.3 **Transport station** has the same meaning as in section 591(6) of the *Local Government Act 1974*.
- 3.2.4 Any undefined words, phrases or expressions used in this bylaw have the same meaning as in the Land Transport and Local Government Acts unless the context plainly requires a different meaning.
- 3.2.5 The *Interpretation Act 1999* applies to the interpretation of this bylaw.
- 3.2.6 Explanatory notes are for information purposes only, do not form part of this bylaw, and may be inserted or changed by the Council at any time.

## 4 Resolutions Made Under This Bylaw

4.1 A resolution may be made under this bylaw that:

- 4.1.1 Regulates, controls or prohibits any matter or thing generally, or for any specific classes of case, or in a particular case; or
- 4.1.2 Applies to all vehicles or traffic or to any specified class of vehicles or traffic using a road; or

- 4.1.3 Applies to any road or part of a road, greenspace adjoining the road, building, or transport station under the care, control, or management of the Council; or
- 4.1.4 Applies at any specified time or time period.

4.2 The Council may subsequently amend or revoke any resolution made under this bylaw at any time.

## **PART 1 - PARKING**

### **5 Stopping, Standing and Parking of Vehicles**

- 5.1 The Council may from time to time by resolution impose parking, standing or stopping restrictions on any road or other area controlled by the Council whether by way of time restriction, a restriction to a specified class, classes or description of vehicle, a total prohibition of vehicles, or any combination of these.
- 5.2 The Council shall by prescribed markings, signs, notices or devices erected or placed in a conspicuous position in or on any road or other area controlled by it, indicate where on the road, other area or portion thereof, the stopping, standing or parking of any vehicle, whether attended or unattended, is prohibited or restricted.
- 5.3 Any of the signs, markings, notices or devices referred to in clause 5.1 may from time to time be supplemented, altered or removed by Council resolution.

### **6 No Parking on Certain Parts of the Road**

- 6.1 A person must not stop, stand or park a vehicle, wholly or partially:
  - 6.1.1 On that part of any road zoned residential (in the District Plan) which is laid out as a cultivated area, being a garden, grass verge or grass berm.
  - 6.1.2 On grass verges or berms that causes any damage or is a safety hazard, and that there be no business parking on grass verges with businesses not to use the road as an extension of their business.
  - 6.1.3 On that part of any road which has been separated from the roadway by a kerb that is a paved or other surfaced landscaped area, with or without a planted area, and whether or not it is designed for use by pedestrians.
- 6.2 A person may stop, stand or park a vehicle in contravention of clauses 6.1 and 6.2 if:

- 6.2.1 That part of the road is designed and constructed to accommodate a parked vehicle; or
- 6.2.2 An Authorised Officer has given written permission to stop, stand or park a vehicle in that part of the road; or
- 6.2.3 The Council, by resolution, has allowed vehicles to stop, stand, or park in that part of the road.

## **7 Parking of Mobility Devices on Footpaths**

- 7.1 No wheelchair, pram, e-scooter, mobility scooter or other mobility device on any footpath shall be placed in a position that would obstruct a pedestrian's CAPT travel along the footpath, or present an obstacle for any person using the footpath including any disabled person, or obstruct movement of a vehicle using any formed vehicle crossing over any footpath.

## **8 Temporary Discontinuance of a Parking Space**

- 8.1 If an Authorised Officer is of the opinion that any parking space or spaces should be temporarily discontinued as a parking space, they may direct the placement of a sign or other controls that sufficiently indicates reserved parking, 'no stopping', 'no standing' provisions for specified vehicles at such parking space or spaces.

## **9 The Parking of Vehicles by Disabled Persons**

- 9.1 The Council may, from time to time by resolution, reserve any specified parking place either generally or at specified times for the exclusive use of any disabled person who has on display in their vehicle a Disabled Person's Parking Permit.
- 9.2 The Council shall, by markings, signs or notices, indicate where parking by non-permit holders is prohibited or restricted.

## **10 Removal of Vehicles from Off-Street Parking Areas**

- 10.1 An Enforcement Officer may remove or cause to be removed any vehicle from any part of the road reserve or Council-managed land that contravenes this bylaw, or any resolution made under this bylaw, and the Council may recover from the person committing the breach of this bylaw all expenses incurred in connection with the removal of the offending vehicle.
- 10.2 No person may cause damage to or remove any signage or barriers associated with parking restrictions or controls applied to land owned or managed by the Council.
- 10.3 The powers that may be exercised under this clause are in addition to those provided by any other enactment.

## **11 Immobilised and Immobile Vehicles**

- 11.1 No person shall leave standing on any road or public place for any continuous period exceeding seven days any vehicle which is immobilised, including a

motor vehicle without wheels, without the consent of Council or Authorised Officer.

11.2 Any vehicle left standing in breach of this clause may be removed by the Council to such place as is nominated by the Council.

11.3 The Council shall not be liable for any loss or damage resulting from the removal or sale of any such vehicle.

## **12 Motorhomes, Buses, Caravans and Trailers**

12.1 No person shall park a motorhome, bus, caravan or trailer on any road or in a public place for any continuous period exceeding seven days without the previous consent of the Council or an Authorised Officer.

## **13 Displaying and Storage of Vehicles on Street**

13.1 No person shall stop stand or park a vehicle on any road or public place for the purpose of offering the vehicle for sale.

13.2 No person shall stop, stand or park a vehicle on any road or public place for the purpose of exhibition, demonstration or storage.

## **14 Parking for Display or Advertising**

14.1 A person must not display any signage on, connected to a vehicle, or parked trailer that is on a road or a public place, if the principal function of the trailer or vehicle is to display advertising material.

14.2 Should any vehicle to which clause 14.1 applies be left stationary and unattended on any road, whether otherwise lawfully stopped or not, and in the opinion of an Authorised Officer, it is causing a safety hazard, the Authorised Officer may have it removed and stored at the cost of the owner.

14.3 Clause 14.1 does not apply to vehicles with sign writing (business logos or the business name) where the vehicle is being used in, and as part of, the normal course of business and not simply for the purpose of displaying advertising material, unless, in the opinion of an Authorised Officer, the motor vehicle is causing a safety hazard.

*Explanatory note: also refer to Clause 6.3 in the Signage Bylaw 2019.*

## **15 Working on Vehicles**

15.1 No person shall stop, stand or park any vehicle on any road to carry out any repairs to that vehicle unless those repairs are of a minor or urgent nature.

## **PART II - ADMINISTRATIVE**

## **16 Enforcement Officers**

16.1 The enforcement of the provisions of this bylaw shall be carried out by either Police Officers or Parking Wardens, or where appropriate, Enforcement Officers appointed by the Council.

## 17 Defences

17.1 A person is not in breach of this bylaw if that person is able to prove that:

17.1.1 The act complained of was done in an emergency on the road or immediately adjoining the road; or

17.1.2 The act complained of was done in compliance with the directions of a Police Officer, Parking Warden, Authorised Officer, traffic control signal or traffic sign; or

17.1.3 That he/she was experiencing a medically related event and took all reasonable care to avoid causing an accident or any injury.

## 18 Offences

Every person commits an offence against this bylaw who fails to comply:

18.1 In all respects with any prohibition or restriction or direction or requirement indicated by the lines, zones, markings, signs and notices, laid down, placed, or made, or erected, in or upon any road or public place in the district pursuant to any provision of this bylaw:

## 19 Penalties

19.1 Every person who commits an offence against this bylaw will be liable for penalties and infringement offences under the *Land Transport Act 1998* and *Local Government Act 2002*.

## 20 Exempted Vehicles

20.1 This bylaw does not apply to any of the following vehicles being used in the execution of duty:

20.1.1 An emergency services vehicle; or

20.1.2 A vehicle that is used by a Parking Warden; or

20.1.3 A vehicle that is used by an Authorised or Enforcement Officer.

## 21 Power to Amend Certain Schedules by Resolution

21.1 The Council may from time to time by resolution make changes to any schedule to or explanatory note in this bylaw and include additional schedules to this bylaw.

## 22 Revocations and Savings

22.1 The Parking Bylaw 2007 is hereby revoked.

22.2 Any approval, permit or other act of authority which originated under or was continued by the bylaw revoked in clause 22.1 that is continuing at the

commencement of this bylaw, continues to have full force and effect for the purposes of this bylaw, but is subject to the application of any relevant clauses in this bylaw.

22.3 The revocation of the bylaws specified in clause 22.1 shall not prevent any legal proceedings being taken to enforce those bylaws and such proceedings shall continue to be dealt with and completed as if the bylaws had not been revoked.

22.4 The resolutions of the Council made or continued under the bylaws revoked under clause 22.1 continue to have full force and effect for the purposes of this bylaw as if they were resolutions made under this bylaw.

## **23 Review of Bylaw**

23.1 A comprehensive review of this bylaw shall be carried out no later than 12 December 2024 as required by the *Local Government Act 2002*.

23.2 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 and matters of public nuisance

23.3 By resolution, the Council may make changes to any schedule or explanatory note in this bylaw.

## **The Schedule – Parking Restrictions**

# WAIMAKARIRI DISTRICT COUNCIL PARKING AND TRAFFIC BYLAW 2026

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Was adopted by the District Planning and Regulation Committee ¶  
15 June 2021 ¶

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Chief Executive

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Governance Manager



# CONTENTS

1	General	3
2	Purpose	3
3	Definitions	3
4	Resolutions Made Under This Bylaw	5
<b>PART 1 - PARKING</b>		<b>6</b>
5	Stopping, Standing and Parking of Vehicles	6
6	No Parking on Certain Parts of the Road	7
7	Parking of Mobility Devices on Footpaths	7
8	Temporary Discontinuance of a Parking Space	7
9	The Parking of Vehicles by Disabled Persons	8
10	Removal of Vehicles from Off-Street Parking Areas	8
11	Immobilised and Immobile Vehicles	9
12	Motorhomes and Trailers	9
13	Working on Vehicles	10
14	Parking Zones	10
15	Residents' Exemption Parking Zone	10
16	Reserved Parking Areas	11
17	Overnight Parking Restriction	13
18	Mobile Trading	14
<b>PART 2 – TRAFFIC MOVEMENTS</b>		<b>14</b>
19	Turn Ban	14
20	One-Way Roads	14
21	Special Vehicle Lanes	15
22	Shared Paths	15
23	Shared Zones	15
24	Keep Clear Zone	16
25	Unformed Legal Roads	16
26	Traffic Control by Vehicle Type	16
27	Engine Braking Ban	17
<b>PART 3 - ADMINISTRATIVE</b>		<b>17</b>
28	Enforcement Officers	17
29	Defences	18
30	Offences	18
31	Penalties	18
32	Exempted Vehicles	18
33	Power to Amend Certain Schedules by Resolution	18
34	Revocations and Savings	19
35	Review of Bylaw	19

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 2 Purpose 3¶  
 3 Definitions 3¶  
 4 Resolutions Made Under This Bylaw 4¶  
**PART 1 - PARKING** 5¶  
 5 Stopping, Standing and Parking of Vehicles 5¶  
 6 No Parking on Certain Parts of the Road 5¶  
 7 Parking of Mobility Devices on Footpaths 6¶  
 8 Temporary Discontinuance of a Parking Space 6¶  
 9 The Parking of Vehicles by Disabled Persons 6¶  
 10 Removal of Vehicles from Off-Street Parking Areas 6¶  
 11 Immobilised and Immobile Vehicles 6¶  
 12 Motorhomes, Buses, Caravans and Trailers 7¶  
 13 Displaying and Storage of Vehicles on Street 7¶  
 14 Parking for Display or Advertising 7¶  
 15 Working on Vehicles 7¶  
**PART II - ADMINISTRATIVE** 7¶  
 16 Enforcement Officers 7¶  
 17 Defences 8¶  
 18 Offences 8¶  
 19 Penalties 8¶  
 20 Exempted Vehicles 8¶  
 21 Power to Amend Certain Schedules by Resolution 8¶  
 22 Revocations and Savings 8¶  
 23 Review of Bylaw 9¶  
 The Schedule – Parking Restrictions 9¶

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# Waimakariri District Council Parking and Traffic Bylaw 2026

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## 1 General

1.1 This bylaw may be cited as the Waimakariri District Council (the Council) Parking and Traffic Bylaw 2026 (the Bylaw).

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1.2 This bylaw supersedes the Waimakariri District Council Parking Bylaw 2019 and comes into force on tbc 2026.

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1.3 This bylaw is made pursuant to sections 145, 146, 159 and 160A of the Local Government Act 2002 and section 22AB of the Land Transport Act 1998.

Deleted: 159 and 160A of the *Local Government Act 2002* and section 22AB of the *Land Transport Act 1998*

## 2 Purpose

2.1 The purpose of this bylaw is to regulate parking and traffic movements on public roads and public places within the Waimakariri District. It aims to ensure safety for all road users, maintain accessibility for pedestrians and vehicles, and promote efficient use of the transport network. The bylaw provides clear, enforceable rules to protect public health, prevent damage to infrastructure, and support fair and consistent compliance with national legislation and best practice.

Deleted: set out the requirements for parking control of vehicular or other traffic on any road or area under the care, control or management of the Council

## 3 Definitions

3.1 In this bylaw, unless a different meaning is clearly stated:

Deleted: the context otherwise requires

**Agency** means Waka Kotahi NZ Transport Agency (Waka Kotahi).

Deleted: the New Zealand Transport Agency

**Authorised Officer** means any person appointed or authorised by the Council to act on its behalf, including Parking Wardens and Police Officers.

Deleted: an officer or other person appointed by the Council to perform duties, or give permissions under this bylaw

**Authorised Period** means that time period commencing when a vehicle is parked within an area listed in the Schedule, which the Council by resolution has designated as a time-limited area and in which the appropriate signs(s) have been erected.

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**Continuous Accessible Path of Travel (CAPT)** is defined as the area where the pedestrian route is safe and convenient for everyone, especially for people who are blind, have impaired mobility or have low vision.

**Council** means the Waimakariri District Council and includes any person, authorised by the Council to act on its behalf.

Explanatory notes are used for several reasons, including to explain the intent of a clause in less formal language, to include additional helpful information, or because the information may be subject to change. These notes are not part of the bylaw, and the Council may add, amend or delete these at any time without amending the bylaw.

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**Enforcement Officer** means a person who has been appointed as an Enforcement Officer by the Council under the *Local Government Act 2002* or the Land Transport Act 1998 to enforce parking and traffic regulations. An Enforcement Officer is an Authorised Officer for the purposes of this bylaw.

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**Immobilised vehicle** means any vehicle that cannot be moved on its own because it is mechanically not able to be moved or has a wheel or wheels missing from the vehicle.

**Mobile trading** means temporary trading activity conducted from a location that is vacated at the end of the trading day. This includes trading from stands or stalls (including vehicles used as stalls) by hawkers, pedlars, and operators of mobile or travelling shops.

**Mobile Trading Vehicle** means any vehicle used for mobile trading activities in a public place.

**Motorhome** means any vehicle designed or converted to be used for human habitation, whether self-contained or not, and includes a bus, campervan, or house truck.

*Explanatory note: For enforcement purposes, an Authorised Officer may determine whether a vehicle meets the definition of motorhome based on its design or conversion for human habitation, regardless of NZTA registration details.*

**Mobility Parking Permit** For clarity, legislation refers to this as a 'disabled persons parking permit'; however, the term 'Mobility Parking Permit' is used in the bylaw for consistency with current practice.

**Overnight** means the period between 10:00pm and 6:00am, unless otherwise specified by Council resolution.

**Parking Zone** means an area designated by the Council under the bylaw for the purpose of regulating parking. A Parking Zone may include any road, part of a road, land, or building under the Council's care, control, or management, and is subject to specific parking restrictions made by resolution under section 22AB of the Land Transport Act 1998.

**Pedestrian** means any person travelling by foot or using pedestrian facilities, including those using wheelchairs, prams, e-scooters, mobility scooters, and other mobility devices that are not classified as vehicles.

**Public place** means any place that, at any material time, is open to or is being used by the public, whether free or on payment of a charge, and whether or not any owner or occupier is lawfully entitled to exclude or eject any person; and includes any road, footpath, accessway, parking place, reserve, bridge or other land or premises owned, controlled, or managed by the Council and open to or used by the public.

**Residents' Exemption Parking Zone** means a designated Parking Zone or part thereof reserved by Council resolution for the use of residents living in the vicinity, who hold a valid residents' parking permit. These zones may exempt permit holders from certain parking restrictions otherwise applicable in the Parking Zone.

**Roadway** is the portion of the road used for the movement of motor vehicles.

~~Deleted: Electric Scooter (or e-Scooter) means a low-powered vehicle designed in the style of a traditional push scooter, with a footboard, two or three wheels, a long steering handle and an electric auxiliary propulsion motor.~~

~~Grass Berm is the area of footpath which is laid out in grass.~~

~~Grass Verge is that area of public road that includes grassed, paved or other landscaped areas~~

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~~Deleted: Parking Warden~~ means a person appointed to hold the office of parking warden appointed by the Council under Section 128(d) of the Land Transport Act 1998.

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**Rural Area:** Any area zoned rural under the District Plan, including lifestyle blocks and farmland.

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**Urban Area:** Any area zoned residential, commercial, or industrial under the District Plan

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*Explanatory Note: For the purposes of the bylaw, Open Space and Special Purpose Zones are classified as urban or rural based on the predominant surrounding land use. This is in line with the intent of the District Plan, while allowing for practical enforcement of parking and traffic controls.*

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**Verge** is the portion of the Road between the property boundary and Roadway, excluding Footpaths, Shared Paths, and Parking Places, not designed to be used by motor vehicles travelling along the Roadway. This includes unsealed shoulders, grassed or landscaped verges, drains, swales, and batter slopes.

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*Explanatory note: For the purposes of the bylaw, 'verge' means the area between the property boundary and the roadway, including areas commonly referred to as berms.*

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3.2 In this bylaw, unless a different meaning is clearly stated ;

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a) Driver, Heavy motor vehicle, Mobility device, Moped, Motor vehicle, Motorcycle, Owner, Parking, Road and Vehicle have the same meanings as in section 2(1) of the Land Transport Act 1998; and

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b) Cycle Track, Footpath, Parking Place and Transport station have the same meaning as in section 591(6) of the Local Government Act 1974; and

**Deleted:** Heavy motor vehicle, moped, motor vehicle, motorcycle, owner, parking, road, and vehicle have the same meanings as in section 2(1) of the Land Transport Act 1998

c) Bus lane, Cycle Lane, Cycle Path, Disabled persons, parking permit, Emergency vehicle, Intersection, Lane, Pedestrian Crossing, Power assisted cycle, Roadway, Shared Path, Shared Zone, Special Vehicle Lane and Transit Lane have the same meanings as in clause 1.6 of the Land Transport (Road User) Rule 2004,

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**Deleted:** lane, disabled person's parking permit, driver, emergency vehicle, footpath, mobility device, parking place, power assisted cycle, roadway have the same meanings as in clause 1.6 of the Land Transport (Road User) Rule 2004.

d) Any undefined words, phrases or expressions used in this bylaw have the same meaning as in the Land Transport and Local Government Acts unless the context plainly requires a different meaning.

**Deleted:** Transport station has the same meaning as in section 591(6) of the Local Government Act 1974

e) The relevant provisions of the Legislation Act 2019 apply to the interpretation of the bylaw.

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#### 4 Resolutions Made Under This Bylaw

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4.1 A resolution may be made under this bylaw that:

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- a) Regulate, control, or prohibit any matter relating to parking, traffic movement, or road use, either generally or for specific classes of vehicles or situations.
- b) Apply, to all vehicles or traffic or to any specified class of vehicles or traffic using a road; or
- c) Apply to any road or part of a road, greenspace adjoining the road, building, transport station or parking place under the care, control, or management of the Council; or
- d) Apply, during specified times or periods as determined by Council resolution.

4.2 The Council may subsequently amend or revoke any resolution made under this bylaw at any time.

4.3 All resolutions made under the bylaw by the Council will be recorded in a register and published on the Council's website alongside the bylaw.

## PART 1 - PARKING

### 5 Stopping, Standing and Parking of Vehicles

5.1 The Council, by resolution, restrict the stopping, standing, or parking of vehicles, or any specified class of vehicle, on a road, or any combination of these.

5.2 Without limiting subclause (1), the restriction may provide for:

- a) Time restricted parking;
- b) The restriction on parking by heavy motor vehicles on any specified road during specified hours or for a period that exceeds a specified period;
- c) A bus stop;
- d) A loading zone;
- e) Parking at an angle to the roadway.

5.3 The Council will indicate areas where stopping, standing, or parking of vehicles (whether attended or unattended) is restricted or prohibited. These areas will be marked using prescribed signs, notices, road markings, or other devices placed in a conspicuous position on any road or other area under the Council's control.

5.4 Any of the signs, markings, notices, or devices referred to in subclause (5.3) may be supplemented, altered, or removed by Council resolution.

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**Deleted:** controls or prohibits any matter or thing generally, or for any specific classes of case, or in a particular case; or

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**Deleted:** may from time to time by resolution impose parking, standing or stopping restrictions on any road or other area controlled by the Council whether by way of time restriction, a restriction to a specified class, classes or description of vehicle, a total prohibition of vehicles, or any combination of these

**Deleted:** The Council shall by prescribed markings, signs, notices or devices erected or placed in a conspicuous position in or on any road or other area controlled by it, indicate where on the road, other area or portion thereof, the stopping, standing or parking of any vehicle, whether attended or unattended, is prohibited or restricted.

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**Deleted:** Any of the signs, markings, notices or devices referred to in clause 5.1 may from time to time be supplemented, altered or removed by Council resolution

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## 6 No Parking on Certain Parts of the Road

- 6.1 A person must not stop, stand or park a vehicle, wholly or partially:
- a) On any part of the road laid out as a cultivated area, including gardens, grassed areas, or landscaped verges.
  - b) On verges if it causes any damage to the verge, Council infrastructure, or poses a safety hazard.
  - c) On verges in urban areas, unless expressly permitted by the Council.
  - d) On verges in rural areas, if the parking causes damage to the verge, Council assets, or poses a safety hazard.
  - e) On any part of the road that is separated from the roadway by a kerb and designed primarily for pedestrian use or landscaping — including paved or surfaced areas with or without planting — unless expressly permitted by the Council.

6.2 Businesses must not use any grass verge or road reserve as an extension of their premises for parking vehicles, whether for customers, staff, or display purposes.

*Explanatory Note: Parking outside the roadway is generally prohibited in urban areas (e.g., Kaiapoi, Oxford, Rangiora, Woodend) unless expressly permitted by the Council. In rural areas, parking on verges is allowed unless it causes damage, poses a safety hazard, or is restricted by Council resolution. On boundary roads, urban and rural rules apply to their respective sides up to the centreline.*

- 6.3 A person may stop, stand or park a vehicle in contravention of clauses 6.1 if:
- a) That part of the road is designed for or constructed to accommodate a parked vehicle; or
  - b) An Authorised Officer has given written permission to stop, stand or park a vehicle in that part of the road; or
  - c) The Council, by resolution, has allowed vehicles to stop, stand, or park in that part of the road.

*Explanatory Note: Clauses 6.1 and 6.3 apply cumulatively. Parking is prohibited on cultivated areas and verges unless expressly permitted by the Council.*

## 7 Parking of Mobility Devices on Footpaths

- 7.1 Mobility devices must not obstruct a pedestrian's Continuous Accessible Path of Travel (CAPT), create hazards for footpath users, or block vehicle crossings,

## 8 Temporary Discontinuance of a Parking Space

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**Deleted:** On that part of any road zoned residential (in the District Plan) which is laid out as a cultivated area, being a garden, grass verge or grass berm.¶  
On grass verges or berms that causes any damage or is a safety hazard, and that there be no business parking on grass verges with businesses not to use the road as an extension of their business.¶  
On that part of any road which has been separated from the roadway by a kerb that is a paved or other surfaced landscaped area, with or without a planted area, and whether or not it is designed for use by pedestrians

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**Deleted:** A person may stop, stand or park a vehicle in contravention of clauses 6.1 and 6.2 if:

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An Authorised Officer has given written permission to stop, stand or park a vehicle in that part of the road; or¶  
The Council, by resolution, has allowed vehicles to stop, stand, or park in that part of the road.¶

**Deleted:** No wheelchair, pram, e-scooter, mobility scooter or other mobility device on any footpath shall be placed in a position that would obstruct a pedestrian's CAPT travel along the footpath, or present an obstacle for any person using the footpath including any disabled person, or obstruct movement of a vehicle using any formed vehicle crossing over any footpath

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8.1 An Authorised Officer may temporarily restrict parking in any parking space or area by placing 'No Stopping' signage or other appropriate controls to indicate the parking space is temporarily unavailable.

8.2 Parking restricted under 8.1 may be limited to specified vehicles or classes of vehicles at such parking places.

8.3 No person may -

a) stop or park a vehicle at:

i. a parking place affected by a temporary 'No Stopping' sign or other traffic controls under subclause (8.1); or

ii. a parking place affected by a sign or traffic control under subclause (8.2) unless:

- that person is specifically authorised by the authorised officer, or
- complies with any specified condition by the sign or traffic controls.

b) remove any signs or traffic controls authorised under subclauses (8.1) or (8.2).

*Explanatory Note: Occasionally, the Council may need to temporarily repurpose parking spaces for other activities, such as temporary bus stops, bus lanes, or construction zones.*

## 9 The Parking of Vehicles by Disabled Persons

9.1 The Council may, from time to time by resolution, reserve any specified parking place either generally or at specified times for the exclusive use of any person that displays a Mobility Parking Permit issued under the national scheme administered by CCS Disability Action or Sommerville Disability Support Services, in accordance with the provisions of the Land Transport (Road User) Rule 2004.

9.2 The Council shall, by markings, signs or notices, indicate where parking by non-permit holders is prohibited or restricted.

*Explanatory Note: Mobility Parking Permits are issued to individuals who meet eligibility criteria under the national scheme. The permit itself is sufficient evidence of entitlement to use designated mobility parking spaces. While primary legislation refers to these as "disability parking permits," the term "mobility parking permit" is used by CCS Disability Action, councils, and NZTA to reflect a more inclusive and person-centred approach.*

## 10 Removal of Vehicles from Off-Street Parking Areas

10.1 An Enforcement Officer may authorise the removal of any vehicle from any part of the road reserve or Council-managed land that contravenes the bylaw, or any resolution made under the bylaw.

**Deleted:** If an Authorised Officer is of the opinion that any parking space or spaces should be temporarily discontinued as a parking space, they may direct the placement of a sign or other controls that sufficiently indicates reserved parking, 'no stopping', 'no standing' provisions for specified vehicles at such parking space or spaces

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10.2 The Council may recover the costs incurred for the removal of the offending vehicle, provided that such costs do not exceed the fees prescribed under the Land Transport (Storage and Towage Fees for Impounded Vehicles) Regulations 1999.

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10.3 No person may cause damage to, remove, or paint over authorised road markings, signage, or barriers associated with parking restrictions or controls on land owned or managed by the Council.

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10.4 No person may install unauthorised road markings, signage, or barriers associated with parking restrictions or controls on land owned or managed by the Council.

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10.5 The powers that may be exercised under clause 10.5 are in addition to those provided by any other applicable Act or regulation, including the Land Transport Act 1998 and Local Government Act 2002.

## 11 Immobilised and Immobile Vehicles

11.1 A person must not leave an immobilised vehicle (including one without wheels) on any road or public place for more than 7 consecutive days. An exemption can be granted by an Authorised Officer or the Council.

11.2 Any vehicle in breach of clause 11.1 may be removed by the Council to a place nominated by the Council.

11.3 The Council shall not be liable for any loss or damage resulting from the removal or sale of any such vehicle, in accordance with Section 356 of the Local Government Act 1974.

**Deleted:** <#>may remove or cause to be removed any vehicle from any part of the road reserve or Council-managed land that contravenes this bylaw, or any resolution made under this bylaw, and the Council may recover from the person committing the breach of this bylaw all expenses incurred in connection with the removal of the offending vehicle.¶  
¶  
No person may cause damage to or remove any signage or barriers associated with parking restrictions or controls applied to land owned or managed by the Council.¶  
¶  
The powers that may be exercised under this clause are in addition to those provided by any other enactment.

## 12 Motorhomes and Trailers

12.1 Trailers must not be parked on any road or public place for more than five consecutive days, as specified in Rule 6.19 of the Land Transport (Road User) Rule 2004, unless written consent is granted by the Council or an Authorised Officer.

12.2 A person must not park a motorhome on any road or in a public place for a continuous period exceeding seven days. Written consent to exceed this time limit can be granted by the Council or an Authorised Officer.

12.3 For the purposes of enforcement, continuous parking may include:

**Deleted:** No person shall leave standing on any road or public place for any continuous period exceeding seven days any vehicle which is immobilised, including a motor vehicle without wheels, without the consent of Council or Authorised Officer

**Deleted:** Any vehicle left standing in breach of this clause may be removed by the Council to such place as is nominated by the Council

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- a) instances where a trailer or motorhome is moved and returned to the same or a nearby location within the applicable time period (five days for trailers, seven days for motorhomes).
- b) if it appears the movement was intended to circumvent the parking restriction.
- c) Officers will assess based on reasonable evidence of intent to avoid compliance.

**13 Working on Vehicles**

13.1 A person must not stop, stand, or park any vehicle on any road to carry out repairs unless those repairs are of an urgent nature and do not impede the flow of traffic or are necessary to enable the vehicle to be moved.

**14 Parking Zones**

14.1 By resolution, the Council may:

- (a) Designate an area to be a Parking Zone with restrictions (Parking Zone controls) The Council may by resolution:
- (b) that apply in that Parking Zone;
- (c) Reserve any road, land, or building under the Council's care, control, or management to be a Parking Zone, which will be subject to parking restrictions set by Council resolution;
- (d) Specify the vehicles or classes of vehicle that can or cannot use a Parking Zone;
- (e) Prescribe the restrictions that apply, including but not limited to, the times, manner, and other conditions for parking vehicles or classes of vehicles in a Parking Zone;
- (f) Make provision for the efficient management and control of a Parking Zone.

14.2 Any general restrictions that apply to a Parking Zone do not apply to areas within that zone where specific stopping, standing, or parking restrictions have been separately designated.

*Explanatory Note: Parking Zones may include Residents' Exemption Parking Zones, which are subject to additional conditions as outlined in Clause 15.*

**15 Residents' Exemption Parking Zone**

15.1 The Council may, through resolution:

**Deleted:** No person shall park a motorhome, bus, caravan or trailer on any road or in a public place for any continuous period exceeding seven days without the previous consent of the Council or an Authorised Officer.

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**Deleted:** No person shall stop stand or park a vehicle on any road or public place for the purpose of offering the vehicle for sale

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**Deleted:** ~~¶~~A person must not display any signage on, connected to a vehicle, or parked trailer that is on a road or a public place, if the principal function of the trailer or vehicle is to display advertising material.¶

¶ Should any vehicle to which clause 14.1 applies be left stationary and unattended on any road, whether otherwise lawfully stopped or not, and in the opinion of an Authorised Officer, it is causing a safety hazard, the Authorised Officer may have it removed and stored at the cost of the owner.¶

¶ Clause 14.1 does not apply to vehicles with sign writing (business logos or the business name) where the vehicle is being used in, and as part of, the normal course of business and not simply for the purpose of displaying advertising material, unless, in the opinion of an Authorised Officer, the motor vehicle is causing a safety hazard. ¶

¶ *Explanatory note: also refer to Clause 6.3 in the Signage Bylaw 2019.*¶

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- (a) Reserve any Parking Zone or part thereof, as a residents' exemption parking area. This is for the use of persons who reside in the vicinity;
- (b) Prescribe any fees to be paid annually or on a pro-rata basis, as determined by Council policy;
- (c) Define the method by which such fees may be paid, in accordance with Council's standard payment options;
- (d) Specify which parking restrictions permit holders are exempt from, including exemptions from time limits in designated Parking Zones such as P120 areas.

15.2 Any person who parks in a residents' exemption parking area must clearly display a current residents' parking permit. If no permit is displayed, standard parking restrictions and payments will apply.

15.3 A person must not park a vehicle in a Parking Zone or a residents' exemption parking area in contravention of any prohibition or restriction made by the Council.

*Explanatory Note: Residents' Exemption Parking Areas are a type of Parking Zone reserved for residents. All general Parking Zone restrictions apply unless specifically exempted by resolution.*

## **16 Reserved Parking Areas**

16.1 By resolution, the Council may reserve any parking space or other area within a road, parking place, or transport station for the exclusive use of specified vehicle types or classes, including (but not limited to):

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**Deleted:** No person shall stop, stand or park any vehicle on any road to carry out any repairs to that vehicle unless those repairs are of a minor or urgent nature.

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- a) motorcycles;
- b) cycles, including bicycles and power-assisted cycles (commonly known as e-bikes);
- c) electric scooters and other wheeled recreational devices;
- d) electric vehicles, while in the course of being recharged at an electric vehicle charging station;
- e) goods service vehicles;
- f) heavy motor vehicles;
- g) taxis;
- h) buses and coaches, both public and commercial;
- i) vehicles in the course of loading or unloading goods or passengers ('loading zone');
- j) vehicles used by pregnant persons or by persons accompanied by infants or young children;
- k) car share vehicles;
- l) carpooling vehicles;
- m) oversize vehicles, trailers, boats or caravans;
- n) diplomatic or consular corps vehicles;
- o) members of the judiciary vehicles;
- p) medical practitioner vehicles; and
- q) mobile traders using stands or stalls.

16.2 In making a resolution under clause 16.1, the Council may prescribe –

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- a) the days and times that the reserved parking applies;
- b) any time limits that may apply to those using the reserved parking (for example, in loading zones), and the days and times that any such limits will apply;
- c) the period (if any) for which no fee or charge applies to the reserved parking;
- d) any fees to be paid (annually, on an hourly basis, or otherwise) for the use of the reserved parking;
- e) the manner by which any such fees may be paid; and
- f) for carpooling vehicles, the minimum number of permits that must be displayed or held for a parked vehicle.

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16.3 A person must not park in any reserved parking area where a permit is required and signposted unless:–

- (a) the area is clearly marked as requiring a Council-issued parking permit;
- (b) the person holds a valid permit for that area and complies with all conditions set by the Council; and
- (c) the permit is displayed prominently in the vehicle so it can be easily read from outside.

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*Explanatory Note: Not all reserved parking areas require a permit. For example, EV charging stations, loading zones, and spaces for parents with infants may be used without a permit if signposted accordingly. Clause 16.3 applies only to areas where a permit requirement is explicitly indicated.*

## 17 Overnight Parking Restriction

- 17.1 The Council may, by resolution, prohibit or restrict the parking of vehicles in any Council-managed parking place during specified overnight hours.
- 17.2 A schedule of parking places where overnight parking is prohibited may be maintained and amended by Council resolution in accordance with Clause 33 of the bylaw.
- 17.3 Areas subject to overnight parking restrictions must be clearly signposted in accordance with applicable legislation and Council standards.
- 17.4 Restrictions under this clause apply as specified in clauses 17.1 and 17.2. A person must not stop, stand, or park a vehicle in contravention of any overnight parking restriction.

## 18 Mobile Trading

18.1 Mobile trading vehicles must not:

- a) Obstruct the flow of road users, including vehicles and pedestrians.
- b) Block access to private property or public facilities.
- c) Create a hazard or unsafe condition for other road users.

18.2 Written approval from an Authorised Officer is required before any mobile trading occurs on a public road, verge, footpath, or other public place.

18.3 Where mobile trading is permitted by the Council, the trader must comply with all conditions of the approval and applicable national transport rules.

## PART 2 – TRAFFIC MOVEMENTS

## 19 Turn Ban

19.1 By resolution, the Council may prohibit or restrict turning movements:

- a) vehicles or classes of vehicles on any road from turning to the right or to the left or from proceeding in any other direction; and
- b) vehicles turning from facing or travelling in one direction to facing or travelling in the opposite direction (performing a U-turn on specified roads)

19.2 Any resolution made under clause 19.2 may specify the hours or days of the week that a restricted turning movement may be made (if any).

19.3 A person must not turn a vehicle to the left, or to the right, or perform a U-turn, or proceed in any other direction on any road where the Council has prohibited or restricted such movements.

## 20 One-Way Roads

20.1 The Council may by resolution require vehicles on roads or part of a road to travel in one specified direction only.

20.2 Every driver of a vehicle must travel only in the direction specified on a one-way road.

20.3 The Council may specify by resolution that cycles may travel in the opposite direction on a one-way road.

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**21 Special Vehicle Lanes**

21.1 The Council may by resolution prescribe a road, or a part of a road, as a special vehicle lane.

21.2 Any resolution made under clause 21.2 must specify, as the case may be –

- a) the type of special vehicle lane; and
- b) the hours of operation of the special vehicle lane (if any) when it is restricted to specific classes of vehicles.

21.3 A person must not use a special vehicle lane contrary to any restriction made by the Council under clause 21.3.

**22 Shared Paths**

22.1 The Council may by resolution determine the priority for users and impose restrictions or conditions. Users must comply.

22.2 A person must not use a shared path or a cycle path or a cycle lane in a manner contrary to any restriction made by the Council.

**23 Shared Zones**

23.1 The Council may by resolution specify any road or part of a road to be a shared use zone.

23.2 Any resolution made under clause 23.2 may specify –

- a) whether the shared use zone may be used by specified classes of vehicles;
- b) the days and hours of operation of the shared use zone (if they differ from 24 hours per day, 7 days per week); and
- c) any other restrictions on how the shared use zone is to be used by the public, including how road users, including vehicles and pedestrians, will interact.

23.3 Except where the Council has by resolution specified otherwise, no person may stand or park a vehicle in a road specified as a shared use zone.

23.4 Where a Parking Place is located within a Shared Zone, parking is permitted only in areas that are:

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- a) Clearly marked or signed for parking; and
- b) Subject to any restrictions or conditions imposed by the Council through resolution.

*Explanatory Note: Parking within Shared Zones is only allowed in designated spaces. This ensures safe interaction between vehicles and pedestrians and supports effective enforcement.*

## **24 Keep Clear Zone**

24.1 A person must not stop, stand, or park any vehicle within a designated "Keep Clear Zone" on any road or public place. These zones are marked by appropriate signage and road markings to ensure unobstructed access for emergency vehicles, service vehicles, and other essential traffic.

24.2 Any vehicle found stopped, standing, or parked within a "Keep Clear Zone" may be subject to immediate removal, and the owner may incur fines or towing charges as specified by the Council under the Land Transport Rule: Traffic Control Devices 2004.

*Explanatory Note: Clause 10.6 of Land Transport Rule: Traffic Control Devices 2004 allows road controlling authorities to mark "keep clear" zones at intersections.*

## **25 Unformed Legal Roads**

25.1 The Council may by resolution restrict the use of motor vehicles on unformed legal roads for the purposes of protecting the environment, or the road and adjoining land, or the safety of road users.

25.2 A person must not use a motor vehicle on an unformed road contrary to a resolution made by the Council under clause 25.2.

## **26 Traffic Control by Vehicle Type**

26.1 The Council may, by resolution, prohibit or restrict the use of roads for certain vehicle types due to their size, nature, or the goods they carry.

26.2 A person must not use a road contrary to such prohibitions or restrictions.

26.3 The Council may permit exceptions for:

- a) Loading or unloading goods or passengers;
- b) Emergency services;
- c) Road maintenance;
- d) Maintenance of utility provider assets;
- e) Maintenance of public transport infrastructure.

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26.4 If the relevant authority considers it necessary or desirable to address the effects or likely effects of heavy traffic, it may by resolution:

- a) Prohibit heavy traffic likely to cause serious road damage.
- b) Require operators of such vehicles to:
 
  - i. to give security that no special damage will occur to any road by reason of that vehicle or specified class of heavy traffic:
  - ii. to pay any reasonable sum as compensation for any damage to any road likely to occur by reason of that heavy vehicle or specified class of heavy traffic:
  - iii. to pay in advance the relevant authority's estimate of the cost of reinstating the road for any damage.

26.5 For the purposes of clause 26.5, "heavy traffic" shall have the same meaning as defined in section 2(1) of the Land Transport Act 1998 Act.

## 27 Engine Braking Ban

27.1 The Council may by resolution prohibit or restrict engine braking on any road where the permanent speed limit does not exceed 70km/h.

27.2 A person must not use engine braking on any road in contravention of a prohibition or restriction made by the Council under clause 27.2.

## **PART 3 - ADMINISTRATIVE**

### **28 Enforcement Officers**

28.1 The enforcement of the provisions of this bylaw shall be carried out by any person appointed or authorised by the Council to act on its behalf. This includes any Parking Warden appointed under section 128D of the Land Transport Act 1998 or Police Officer.

28.2 Enforcement Officers have the authority to:

- a) Issue infringement notices and fines for violations of the bylaw.
- b) Remove or cause to be removed any vehicle from any part of the road reserve or Council-managed land that contravenes the bylaw, or any resolution made under the bylaw.
- c) Manage road safety and traffic control, including the power to move vehicles that constitute a traffic hazard.

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28.3 The Council may recover from the person committing the breach of the bylaw all expenses incurred in connection with the removal of the offending vehicle.

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28.4 Enforcement Officers must follow the procedures outlined in the bylaw and any additional guidelines provided by the Council.

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28.5 Any person who obstructs or impedes an Enforcement Officer in the performance of their duties under the bylaw commits an offence.

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Deleted: either Police Officers or Parking Wardens, or where appropriate, Enforcement Officers appointed by the Council.

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## 29 Defences

29.1 A person is not in breach of this bylaw if that person is able to prove that:

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29.2 The act complained of was done in an emergency on the road or immediately adjoining the road; or

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29.3 The act complained of was done in compliance with the directions of a Police Officer, Authorised Officer, traffic control signal or traffic sign; or

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29.4 That they were experiencing a medically related event and took all reasonable care to avoid causing an accident or any injury.

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## 30 Offences

30.1 Every person commits an offence who fails to comply with any prohibition, restriction, direction or requirement made under this Bylaw or under any resolution of the Council made pursuant to this Bylaw.

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30.2 Without limiting clause 30.1, an offence is committed by any person who contravenes any traffic sign, road marking, notice or device installed or placed to give effect to a restriction or prohibition under this Bylaw.

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## 31 Penalties

31.1 Every person who commits an offence against this bylaw will be liable for penalties and infringement offences under the *Land Transport Act 1998* and *Local Government Act 2002*.

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¶

In all respects with any prohibition or restriction or direction or requirement indicated by the lines, zones, markings, signs and notices, laid down, placed, or made, or erected, in or upon any road or public place in the district pursuant to any provision of this bylaw:¶

## 32 Exempted Vehicles

32.1 This bylaw does not apply to any of the following vehicles being used in the execution of duty:

a) An emergency services vehicle; or

b) A vehicle that is used by an Authorised or Enforcement Officer.

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A vehicle that is used by a...

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## 33 Power to Amend Certain Schedules by Resolution

33.1 The Council may from time to time by resolution make changes to any schedule to or explanatory note in this bylaw and include additional schedules to the bylaw.

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### 34 Revocations and Savings

34.1 The Parking Bylaw 2019 is hereby revoked.

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34.2 Any approval, permit or other act of authority which originated under or was continued by the bylaw revoked in clause 34.1 that is continuing at the commencement of the bylaw, continues to have full force and effect for the purposes of the bylaw, but is subject to the application of any relevant clauses in the bylaw.

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34.3 The resolutions of the Council made or continued under the bylaws revoked under clause 34.1 continue to have full force and effect for the purposes of this bylaw as if they were resolutions made under this bylaw.

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### 35 Review of Bylaw

35.1 A comprehensive review of this bylaw shall be carried out no later than 7 July 2031 as required by the *Local Government Act 2002*.

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35.2 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 and matters of public nuisance

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# Proposed Parking and Traffic Bylaw 2026

## Workshop for Utilities and Roading Committee

Gina Maxwell, Business and Project Advisor

251205231969

December 2025



# PURPOSE

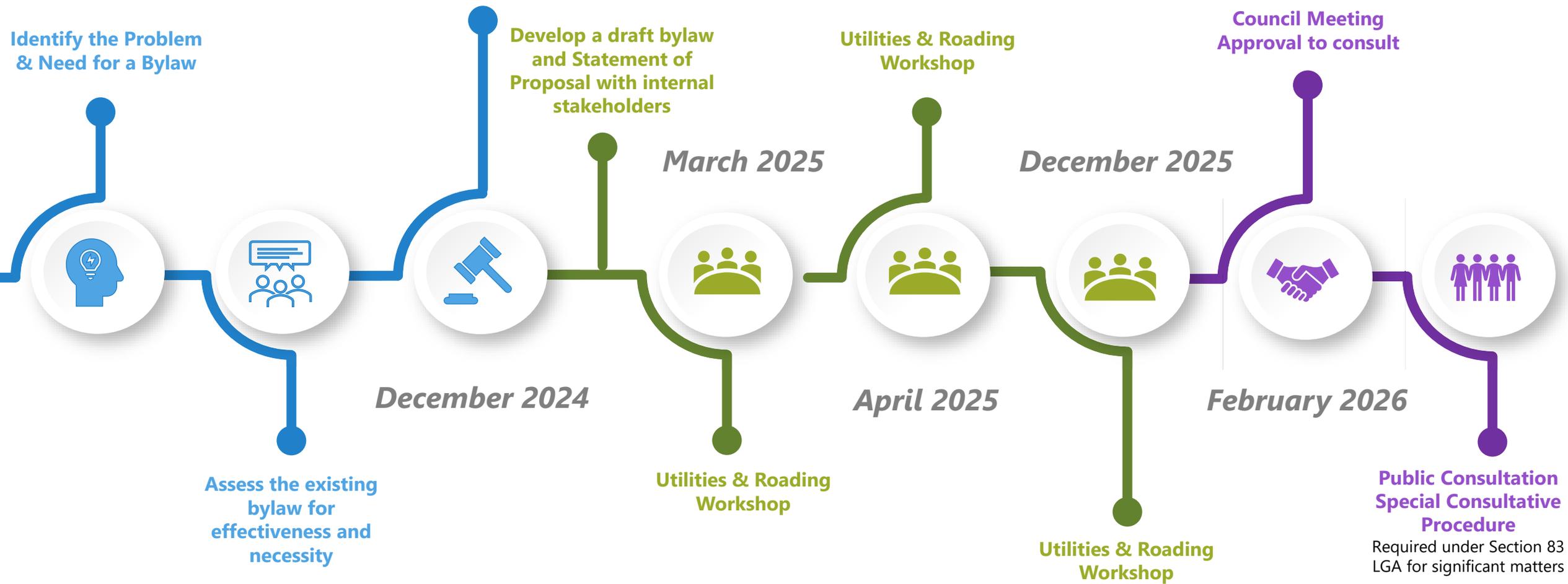


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- ✓ Provide an overview of the proposed Parking and Traffic Bylaw 2026.
- ✓ Summarize key changes compared to the Parking Bylaw 2019.
- ✓ Explain legislative requirements and timelines.
- ✓ Discuss next steps, including public consultation and adoption process.
- ✓ Ensure councilors are informed and have an opportunity to ask questions.

# WHERE WE ARE IN THE PROCESS

Section 155 Report presented to and Replacing Bylaw approved by Council



# STRATEGIC FRAMEWORK & TOOLS



## Legal Authority<sup>1</sup> & National Framework

- Legislative – LGA, national traffic regulations, Local Govt powers
- Technical standards
- Informed by national guidance



## Local Strategic Framework

- Responds to community outcomes on safety, accessibility, and sustainability.
- Aligns with Road Reserve Management Policy Supports Integrated Transport Strategy, District Parking Strategy, and Parking Management Plans.
- Specific PMP actions will go to Community Boards & Council for engagement and decisions
- Location-specific changes (restrictions, signage) decided separately.



## Bylaw Role

- Provides framework and tools for managing and enforcing parking and traffic.
- Introduces baseline rules immediately.
- Location-specific changes activated by Council resolutions.
- Maintains flexibility in enforcement methods.



# WHY REVIEW IS REQUIRED

## <sup>113</sup> Legal Mandate for Review

The Local Government Act mandates bylaw reviews five years after creation and every ten years thereafter to ensure relevance.

## Importance of Local Control

Without updated bylaws, councils lose control over parking and traffic, leading to operational challenges in managing local needs.

## Responding to Emerging Trends

Review addresses new demands like sustainable transport, urban growth, and improved tools to support fair and consistent compliance.

# SECTION 155 FINDINGS AND RECOMMENDATIONS



## <sup>114</sup> Current Bylaw Limitations

The Parking Bylaw 2019 needs significant updates to address enforcement gaps and emerging parking issues.

### Identified Traffic Control Gaps

Existing bylaw lacks coverage for traffic controls like turn bans, one-way roads, shared zones, and engine braking restrictions.

### Recommendations for New Bylaw

Replacing the current bylaw with a new Parking and Traffic Bylaw ensures alignment with legislation and community needs.

### Effectiveness of Bylaw

Local regulation remains essential, relying solely on national laws leaves enforcement gaps.



# PROPOSED CHANGES FOR 2026

## **Broadened Scope**

Parking Bylaw 2019 to Parking & Traffic Bylaw 2026.

Expands the framework to include network traffic management tools such as turn bans, one-way streets, and special vehicle lanes that Council can activate by resolution when needed.

## **Flexible Network Management**

Enables Council to manage parking and traffic flow proactively.

Provides options for temporary restrictions for events or maintenance without full bylaw review.

## **New Definitions**

Adds terms like 'Mobile Trading' and 'Verge' for clarity.

Supports regulation of temporary trading and roadside use.

Improves consistency and reduces confusion for residents and businesses.

## **Expanded Schedule of Restrictions**

Includes bus stops, engine braking bans, intersection controls, keep clear zones, no-stopping areas, one-lane bridges, one-way streets, zebra crossings, and other existing/new traffic restrictions.

This provides transparency and legal backing for enforcement.

# U&R WORKSHOP FEEDBACK

116

Theme	Workshop Dates	How Addressed in Proposed Bylaw
<b>Paid Parking</b> Framework & Messaging	18 Mar & 15 Apr	Introduced Parking Zones and Residents' Exemption Parking Zones; explanatory notes on phased approach and trial before implementation.
<b>Verge/Berm Parking</b> Urban vs Rural	18 Mar & 15 Apr	Added clear urban vs rural distinction; explanatory notes for boundary roads; complaint-based enforcement approach.
<b>Mobile Traders &amp; Advertising</b>	18 Mar & 15 Apr	Clarified compliance conditions; alignment with national transport rules; long-stay advertising handled under general provisions.
<b>Motorhomes &amp; Trailers</b> Duration & Enforcement	18 Mar & 15 Apr	Added time limits (5 days for trailers, 7 days for motorhomes); overnight parking restrictions by resolution; enforcement guidance for circumvention.
<b>Enforcement &amp; Education</b>	18 Mar & 15 Apr	Operational matter outside bylaw; addition of explanatory notes on fair enforcement; <b>ESU workshop held 6 May</b> for process clarity.
<b>Engine Braking &amp; Heavy Vehicle</b> Bypass	18 Mar only	Expanded heavy traffic controls under Clause 24; engine braking ban retained under Clause 25; added compensation and security provisions.
<b>Speed Limits on Shared</b> Pathways	15 Apr only	No change – cannot enforce speed limits under current legislation.



# TARGETED PARKING & COMPLIANCE TOOLS

## Parking<sup>11</sup> Management Options

### Permit Zones

Prioritise residents in high-demand areas

### Overnight Parking

Manage long-term parking

### Reserved Spaces

EVs, carpooling, medical & mobility parking

### Traffic Tools

Shared zones, keep clear areas, engine braking bans, heavy vehicle controls, cycle lanes

### Compliance

Public register, enforcement powers, adaptable schedules

# BYLAW CLAUSES ACTIVATED BY COUNCIL RESOLUTION



## Parking Management

Stopping, Standing and Parking Restrictions (Clause 5)

Parking Zones (Clause 14)

Residents' Exemption Parking Zone (Clause 15)

Reserved Parking Areas (Clause 16)

Overnight Parking Restrictions (Clause 17)

Mobility Parking Spaces (Clause 9)

## Traffic & Road Use

Turn Bans (Clause 19)

One-Way Roads (Clause 20)

Special Vehicle Lanes (Clause 21)

Shared Paths (Clause 22)

Shared Zones (Clause 23)

Keep Clear Zone (Clause 24)

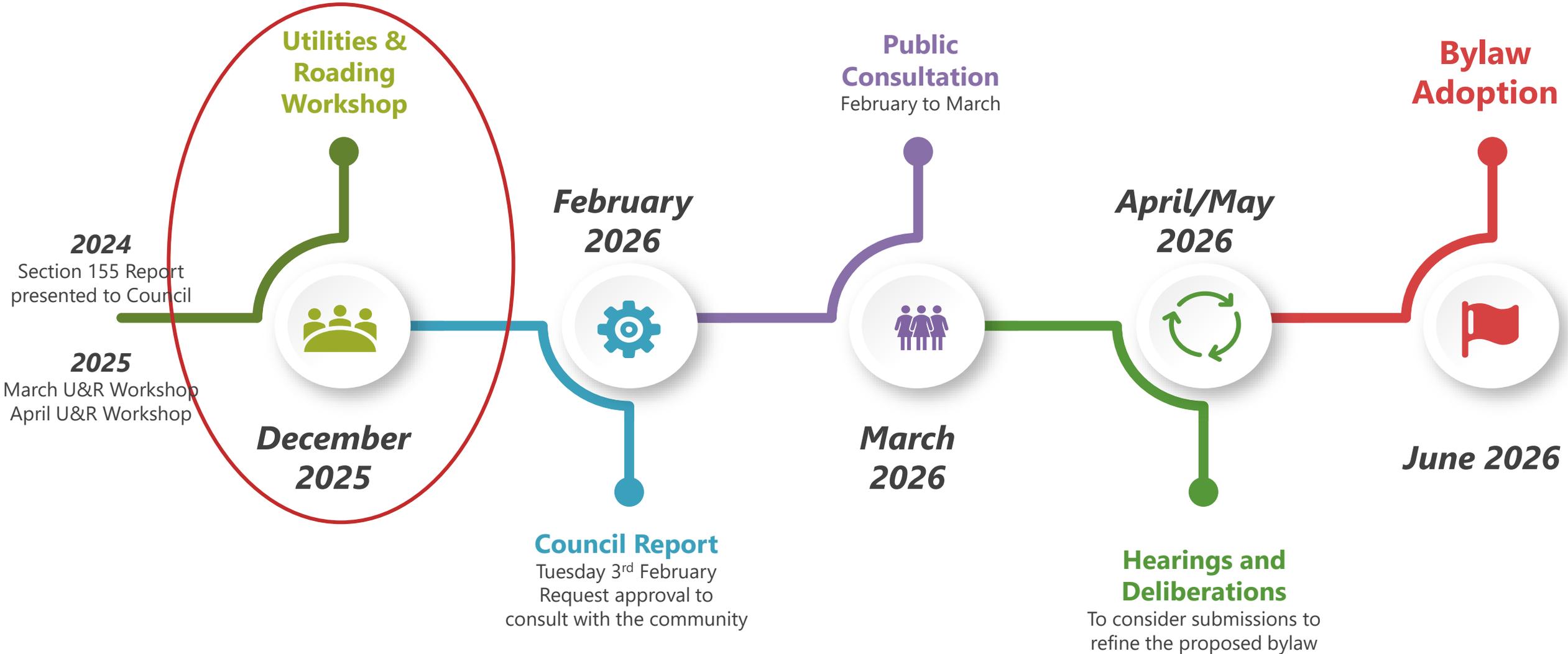
Unformed Legal Roads (Clause 25)

Traffic Control by Vehicle Type / Heavy Vehicle Restrictions (Clause 26)

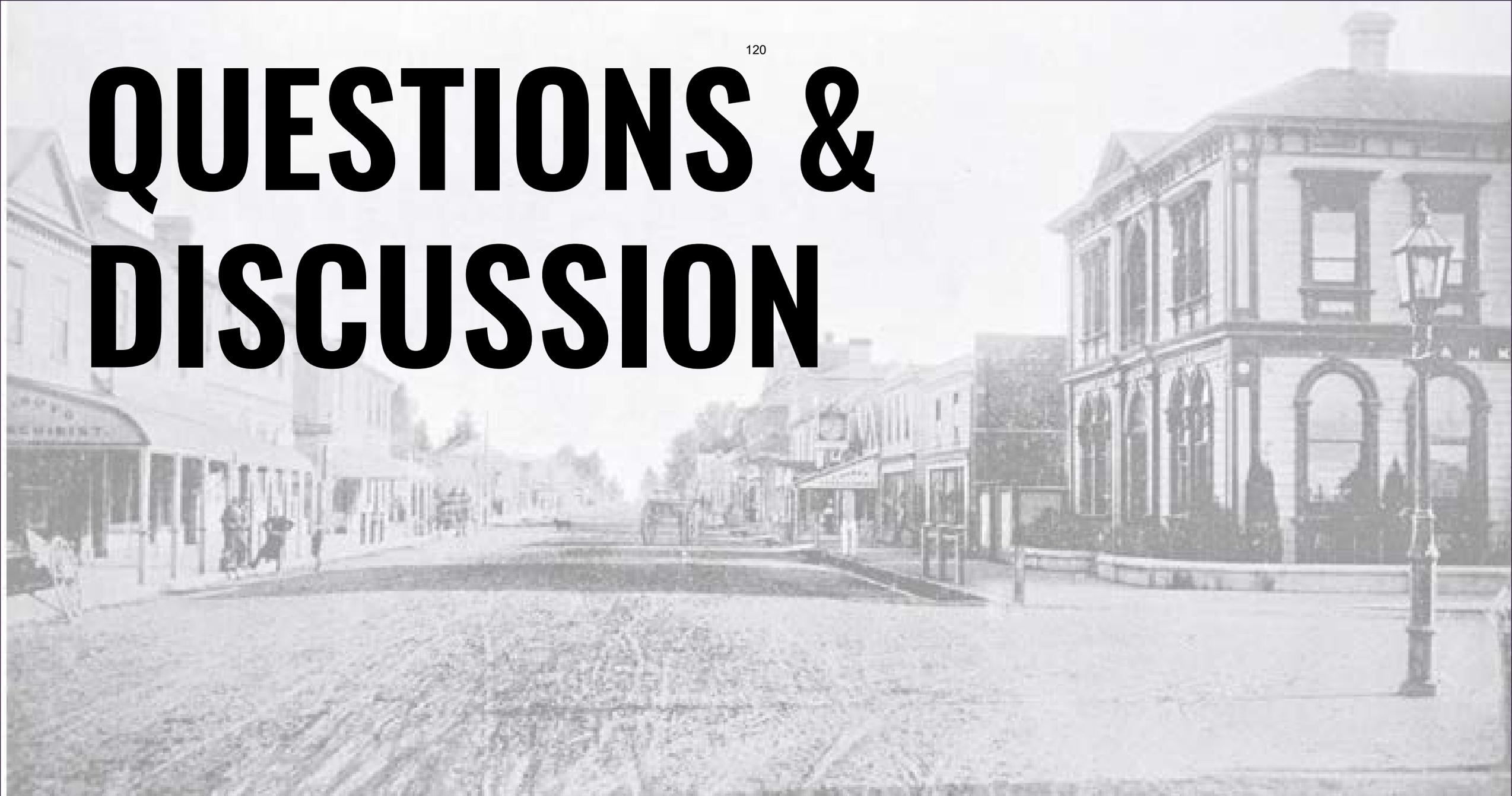
Engine Braking Ban (Clause 27)

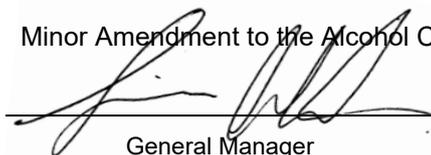
# NEXT STEPS

## WE ARE HERE



# QUESTIONS & DISCUSSION



**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** BYL-71/ 251125223754**REPORT TO:** COUNCIL**DATE OF MEETING:** 3 February 2026**AUTHOR(S):** Nadeesha Thenuwara, Policy Analyst**SUBJECT:** Minor Amendment to the Alcohol Control Bylaw 2025**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)

  
General Manager


  
Chief Executive
**1. SUMMARY**

- 1.1. This report seeks Council approval for a minor amendment to the Alcohol Control Bylaw 2025 (Attachment i, TRIM 250723134962). The proposed change is to extend the alcohol ban at Trousselot Park and Scott Rose Garden Reserve to include the adjacent hydro parcel in Kaiapoi.
- 1.2. The Waimakariri District Council Alcohol Control Bylaw (formerly the Liquor Ban Bylaw) has been in effect since 2004, enabling the Council to address alcohol-related crime in public places. It allows the Council to prohibit or regulate the bringing, possession, and consumption of alcohol in public spaces.
- 1.3. As specified in the Alcohol Control Bylaw 2025 (Bylaw), there are seven alcohol ban areas in the district. The Bylaw clauses set out the rules that apply to all alcohol ban areas and any exceptions. In addition, the schedule attached to the Bylaw details all public places included in the alcohol ban areas. To illustrate where the ban is active, the schedule also provides maps for public reference.
- 1.4. The Bylaw schedule lists Trousselot Park and Scott Rose Garden Reserve as alcohol ban areas; however, this does not align with the corresponding map. The map shows the alcohol ban only partially covering the parks, suggesting the ban may be incomplete or inaccurately represented.
- 1.5. A review of the ownership of the parks revealed that the alcohol ban areas within the parks are owned by the Council, while the adjacent area without an alcohol ban is a Crown hydro parcel (ID 3592609) managed by Land Information New Zealand.
- 1.6. It is important to ensure consistency between the description of alcohol ban areas and the corresponding map. To address this, the report recommends extending the existing alcohol ban in Trousselot Park and Scott Rose Garden Reserve to include the adjacent hydro parcel (ID 3592609). Consequently, the Council will need to make a minor amendment to the Alcohol Control Bylaw 2025 by updating the Kaiapoi Alcohol Ban Area Map in the Bylaw schedule.
- 1.7. In 2004, when the alcohol ban in Kaiapoi was first implemented, Trousselot Park was identified as a location where alcohol-related harm in public places was significant, and both the community and New Zealand Police supported the ban. Subsequent reviews in 2007, 2018, and 2025 confirmed, based on evidence, that the alcohol ban in the park remains relevant and necessary.

- 1.8. Under the Local Government (Alcohol Reform) Amendment Act 2012, the definition of a public place in relation to alcohol control bylaws was revised to mean: “a place that is open to or is being used by the public, whether free or on payment of a charge, and whether any owner or occupier of the place is lawfully entitled to exclude or eject any person from it.” This implies that territorial authorities may enforce alcohol bans in public places, irrespective of ownership, if the specific place is associated with a considerable number of alcohol-related crimes.
- 1.9. However, in response to a formal request from staff, Land Information New Zealand approved the extension of the Waimakariri District Council alcohol ban over the hydro parcel (ID 3592609) administered by them, in October 2025.

Attachments:

- i. Waimakariri District Council Alcohol Control Bylaw 2025 (250723134962).
- ii. Summary of land status report obtained from Land Information New Zealand (250515086256).
- iii. Written consent received from Land Information New Zealand to extend the alcohol ban at Trousselot Park and Scott Rose Garden Reserve to include the adjacent hydro parcel in Kaiapoi (251216239644).
- iv. Alcohol Control Bylaw 2025 Schedule 1: Updated Kaiapoi Alcohol Ban Area Map (260127013402).

## 2. **RECOMMENDATION**

**THAT** the Council:

- (a) **Receives** Report No. 251125223754.
- (b) **Approves** the minor amendment to the Alcohol Control Bylaw 2025 (Attachment i, TRIM 250723134962), which extends the alcohol ban at Trousselot Park and Scott Rose Garden Reserve to include the adjacent hydro parcel in Kaiapoi.
- (c) **Approves** the updated Kaiapoi Alcohol Ban Area map in Schedule 1 (Attachment iv, TRIM 260127013402).
- (d) **Notes** that Trousselot Park and Scott Rose Garden Reserve have alcohol bans in parts of the parks without a visible boundary between the banned and ban-free areas, creating practical challenges for enforcing the Alcohol Control Bylaw.
- (e) **Notes** that the alcohol ban area within the parks is owned by the Council, while the adjacent area without an alcohol ban is a Crown hydro parcel (ID 3592609) managed by Land Information New Zealand (Attachment ii, TRIM 250515086256).
- (f) **Notes** that, in response to a formal request from staff, Land Information New Zealand approved the extension of the Waimakariri District Council alcohol ban over the hydro parcel (ID 3592609), which is administered by them, in October 2025 (Attachment iii, TRIM 251216239644).
- (g) **Notes** that staff conducted a workshop with the Kaiapoi-Tuahiwi Community Board in September 2024 to discuss this matter, and no objections were raised to the proposal to extend the alcohol ban over the hydro parcel (ID 3592609).
- (h) **Notes** that New Zealand Police, who have authority to enforce the bylaw on behalf of the Council, support the extension of the alcohol ban over the hydro parcel (ID 3592609).
- (i) **Circulate** this report to Kaiapoi-Tuahiwi Community Board for their information.

## 3. **BACKGROUND**

- 3.1. The Waimakariri District Council (the Council) Alcohol Control Bylaw (formerly the Liquor Ban Bylaw) has been in effect since 2004, enabling the Council to address alcohol related crimes in public places. It allows the Council to prohibit or regulate the bringing,

possession, and consumption of alcohol in public spaces. The New Zealand Police have authority to enforce the bylaw on behalf of the Council under Section 169 of the Local Government Act 2002 (LGA 2002). The most recent statutory review of the WDC Alcohol Control Bylaw was conducted in 2024/25, and the results suggested minor administrative changes to the 2018 bylaw to improve clarity and enhance enforcement feasibility. Accordingly, the Alcohol Control Bylaw 2025 was adopted by the Council following formal public consultation in June 2025. The 2025 bylaw has substantially the same effect as the previous Alcohol Control Bylaw 2018.

- 3.2. As specified in the Alcohol Control Bylaw 2025, there are seven alcohol ban areas in the district (Attachment i, TRIM 250723134962). The Bylaw clauses set out the rules that apply to all alcohol ban areas and any exceptions. In addition, the schedule attached to the Bylaw details all public places (such as parks, reserves, roads, or road sections) included in the seven alcohol ban areas. To illustrate where the ban is active, the schedule also provides maps for public reference.
- 3.3. The matter discussed in this report relates to Trousselot Park and the Scott Rose Garden Reserve in Kaiapoi, which are managed by the Council's Community Greenspace Unit under the District Parks and Reserves maintenance contract. For operational and asset management purposes, these areas are treated as a single park/greenspace entity. **For ease of reference, this report will use the term "Trousselot Park" to denote both Trousselot Park and the Scott Rose Garden Reserve.**

#### 4. ISSUES AND OPTIONS

- 4.1. During the 2024/25 bylaw review, it was noted that the bylaw schedule listed Trousselot Park in Kaiapoi as an alcohol ban area, but this did not align with the corresponding map. The map shows the alcohol ban only partially covering the park (Figure 1), suggesting the ban may be incomplete or inaccurately represented.



Figure 1: Alcohol ban in Trousselot Park as shown in the Alcohol Control Bylaws 2018 and 2025. The orange shading indicates the alcohol ban area. The area marked with red dots is the ban free area (the hydro parcel).

- 4.2. Figure 2 shows how the alcohol ban area in the park is shown in WAIMAP<sup>1</sup>.



Figure 2: Map of Trousselot Park as shown in WAIMAP.  
The area shown in yellow is currently covered by the alcohol ban.

- 4.3. Information gathered to understand the inconsistency between the bylaw schedule description and the map revealed:

a) The alcohol ban area within the park is owned by the Council, while the adjacent area without an alcohol ban is a Crown hydro parcel (ID 3592609) managed by Land Information New Zealand (LINZ). Please refer to Attachment (ii), the land status report issued by LINZ.

b) The Council introduced the alcohol ban in Kaiapoi, including this park, in 2004. The Kaiapoi alcohol ban map included in the Liquor Ban Bylaw 2004 does not show the hydro parcel adjacent to Trousselot Park (Figure 3). However, this land parcel first appeared on the map included in the Alcohol Control Bylaw 2018 (Figure 1).

<sup>1</sup> WAIMAP is a mapping portal accessed through a web browser for internal staff. These may be supplied externally or used internally and to view the information spatially.

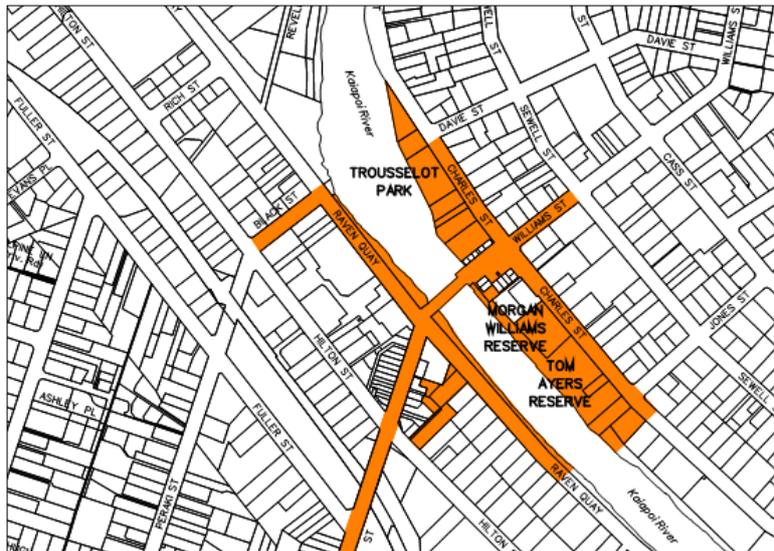


Figure 3: Alcohol ban in Trousselot Park as shown in the Liquor Ban Bylaws of 2004 and 2007.

4.4. Accordingly, the reason for having an alcohol ban in one section of Trousselot Park could be due to one of the following scenarios, which are not exactly known:

- i) The hydro parcel, which is the subject of this report, existed when the alcohol ban was implemented in 2004. However, it was not included in the ban because the Council did not own it. Prior to 2012, alcohol bans could only be imposed in public places under the control of territorial authorities.
- ii) Historically, the Kaiapoi River has followed different courses, resulting in some areas of Kaiapoi having land titles that reflect the old river layout. The hydro parcel adjacent to Trousselot Park may be a remnant of such changes in river flow. This would mean the parcel did not exist when the alcohol ban was first implemented. It also explains the differences observed between the 2004 and 2018 alcohol ban maps, as described in point 4.3(b) above.

4.5. Whatever scenario led to the current situation where Trousselot Park has alcohol bans in part of the park without a visible boundary between the banned and ban-free areas, creates practical challenges for bylaw enforcement. In addition, someone referring to the Bylaw schedule description and map may become confused, as they convey contradictory information. For these reasons, it is important to ensure consistency between the alcohol ban area description and the relevant map. The next section describes the options available for the Council to address the issue discussed above.

4.6. **Option 1: Extend the existing alcohol ban in Trousselot Park to include the adjacent hydro parcel (ID 359226).**

It is apparent that the existing alcohol ban in Trousselot Park could create practical challenges for bylaw enforcement, as explained above. However, before selecting Option 1, there are important conditions the Council needs to consider, as outlined below:

4.7. i) If the Council does not own the hydro parcel (ID: 3592609), can it include that land parcel under the alcohol ban?

Yes.

Explanation: Before 2012, alcohol bans could only be imposed in a public place under the control of the territorial authority (Section 147 of the LGA 2002, prior to the 2012 amendment). With the Local Government (Alcohol Reform) Amendment Act 2012, the definition of a public place in relation to alcohol control bylaws was revised to mean “a place that is open to or is being used by the public, whether free or on payment of a charge, and whether any owner or occupier of the place is lawfully entitled to exclude or eject any person from it.” This implies that territorial authorities may enforce alcohol bans in public places, irrespective of ownership, if the specific place is associated with a considerable number of alcohol-related crimes. For example, a private car park could be subject to an alcohol ban if it experiences a significant level of alcohol-related crime.

However, when evidence was gathered to identify the title of the hydro parcel ID 3592609, written consent from LINZ was obtained to extend the alcohol ban in October 2025 (Attachment iii).

- 4.8. (ii) Is there evidence that the area to which the bylaw is intended to apply has experienced a high level of crime or disorder that can be shown to have been caused or exacerbated by alcohol consumption in that area?

Yes.

Explanation: The alcohol control bylaw is evidence-based. Accordingly, the Council must be satisfied that “a high level of crime or disorder (being crime or disorder caused or made worse by alcohol consumption in the area concerned) is likely to arise in the area to which the bylaw is intended to apply if the bylaw is not made” (Section 147A(3), LGA 2002). Therefore, there must be sufficient evidence that alcohol-related crime in Trousselot Park and the adjacent area is high for the Council’s decision to align with the requirements of the LGA 2002.

In 2004, when the alcohol ban in Kaiapoi was first implemented, Trousselot Park was identified as a location where alcohol-related harm in public places was significant, and both the community and New Zealand Police supported the ban. Subsequent reviews in 2007, 2018, and 2025 confirmed, based on evidence, that the alcohol ban in the park remains relevant and necessary.

Alcohol-related crime data for public places in Kaiapoi was obtained from New Zealand Police under the Official Information Act 1982 in March 2025. According to this data, alcohol-related crimes in public places within a 3 km radius of Williams Street in Kaiapoi from 2020 to 2024 are shown in Figure 4. On average, 118 alcohol-related incidents occur annually, and the data indicates a visible upward trend since 2022.

In addition, police feedback was sought on the extension of the alcohol ban over hydro parcel ID 3592609 during the 2025 bylaw review process, as they are responsible for enforcing the bylaw. They support the extension due to potential issues that could arise during enforcement.

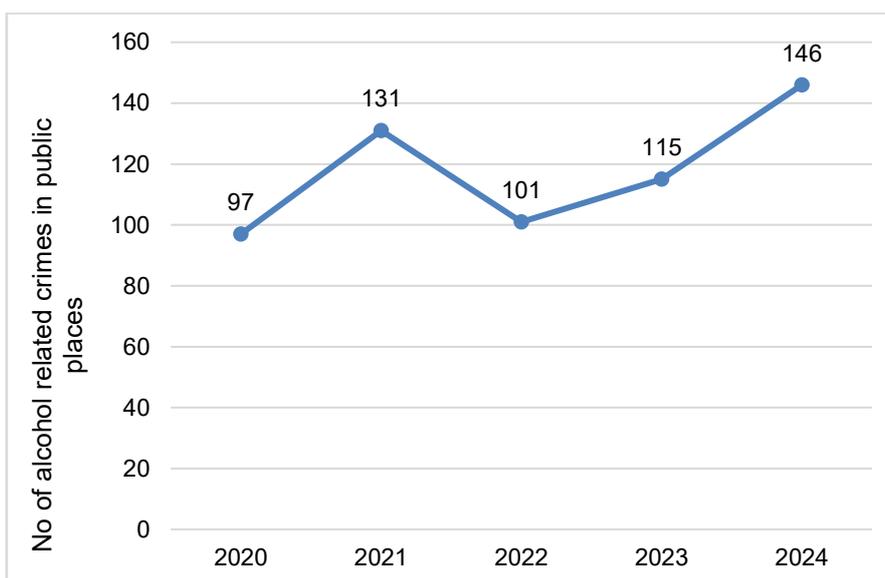


Figure 4: Alcohol-related crimes in public places within a 3km radius from Williams Street in Kaiapoi (Source: New Zealand Police, 2025).

**Note:**

a) This data does not include 'alcohol related family harm' as it is not relevant to the alcohol control bylaw.

b) When using New Zealand Police recorded data (secondary data), staff assumed that the police had collected the data accurately based on standard procedures and maintained consistency in data collection methods. It is important to note that the Council staff had no control over how the secondary data was collected and had no capacity to validate this data. There is a possibility that the New Zealand Police data does not reflect the actual scenario related to alcohol harm in public places in Kaiapoi because not all incidents are reported.

- 4.9. (iii) Will the extension of the alcohol ban over the hydro parcel be a significant change to the bylaw that limits people's rights and freedoms?

No.

**Explanation:** The schedule attached to the Alcohol Control Bylaw 2025 already includes both Trousselot Park and Scott Rose Garden Reserve as alcohol ban areas. Expanding the alcohol ban to cover the hydro parcel (ID 3592609) will not affect the rules set out in the Alcohol Control Bylaw 2025 in any way. The only change required by the Council is a minor amendment to the current Kaiapoi alcohol ban map to indicate that the hydro parcel (ID 3592609) is an alcohol ban area. As this amendment to the map does not significantly impact the existing rights, interests, titles, immunities, duties, status, or capacity of any person to whom the bylaw applies, the proposed change can be made through a Council resolution without the need for formal public consultation.

- 4.10. Following the analysis of questions (i) to (iii), staff conclude that **Option 1 is the recommended option**. It effectively addresses practical concerns about the existing partial alcohol ban in Trousselot Park and requires only a minor update to the Kaiapoi alcohol ban map in the bylaw.

- 4.11. **Option2 - Maintain the status quo by not extending the existing alcohol ban to the hydro parcel adjacent to Trousselot Park and Scott Rose Garden Reserve in Kaiapoi.**
- 4.12. Since the adoption of the Alcohol Control Bylaw 2018 and 2025, which clearly show the alcohol-ban-free hydro parcel located next to Trousselot Park in the Kaiapoi Alcohol Ban Map, no community concerns have been raised on this matter (based on available records). Based on this, the Council could select Option 2.
- 4.13. However, the available information highlights a mismatch between the bylaw schedule description and the corresponding alcohol ban area map for Trousselot Park. This discrepancy may lead to community concerns and create practical challenges for future bylaw enforcement. **Therefore, Option 2 is not recommended.**
- 4.14. The matter discussed in this report was not addressed during the 2024/25 bylaw review process, as staff were working with LINZ at that time to obtain the land status report and validate it, which required considerable time.

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

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

- 4.15. 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, as the proposed change to the Alcohol Control Bylaw 2025 is minor.

#### **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, as the proposed change to the Alcohol Control Bylaw 2025 is minor.

#### **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, as the proposed change to the Alcohol Control Bylaw 2025 is minor.

### **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**

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

#### **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

### **7.3. Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from the recommendations in this report. Overall, the Alcohol Control Bylaw supports the Council's commitment to promoting health and wellbeing and to minimising the risk of alcohol-related harm to its communities, aligning with the community outcome related to social wellbeing.

### **7.4. Authorising Delegations**

The District Planning and Regulation Committee is responsible for the administration of bylaws other than those clearly under the jurisdiction of another standing committee.

The full Council rather than the District Planning and Regulation Committee has traditionally been involved in the preparation of the Alcohol Control Bylaws due to its significance to the district.

# WAIMAKARIRI DISTRICT ALCOHOL CONTROL BYLAW 2025

This Alcohol Control Bylaw 2025  
was adopted at a Council meeting held on  
1 July 2025



Chief Executive



Governance Manager



July 2025

## WAIMAKARIRI DISTRICT COUNCIL

## TABLE OF CONTENTS

1.	Introduction .....	1
2.	Purpose of the Bylaw .....	1
3.	Definitions .....	1
4.	Relevant Legislations and Council Documents .....	4
5.	Designated Alcohol Bans .....	4
6.	Murphy Park Reserve Specified Periods.....	4
7.	Amendment to Bylaw .....	5
8.	Designation of Specified Events and Periods.....	5
9.	Alcohol Consumption and Possession in Vehicles in Public Places.....	5
10.	Exceptions.....	5
11.	Offences and Penalties .....	6
12.	Enforcement Powers of New Zealand Police .....	6
13.	Signage .....	6
14.	Revocation .....	7
15.	Review of Bylaw .....	7
	Schedule 1: Alcohol Ban Areas and Maps.....	8

## Waimakariri District Alcohol Control Bylaw 2025

### 1. Introduction

- 1.1 This Bylaw is the Waimakariri District Alcohol Control Bylaw 2025.
- 1.2 The initial resolution adopting a statement of proposal for this Bylaw was passed by the Waimakariri District Council at an ordinary meeting of the Council held on 4 March 2025 and, following consideration of submissions received during the special consultative procedure, this Bylaw was made by a resolution at a subsequent Council meeting on 1 July 2025.
- 1.3 This Bylaw comes into force on 10 July 2025.
- 1.4 This bylaw applies to selected public places in the Waimakariri District, as specified in clause 5.
- 1.5 Before making this Bylaw, the Council was satisfied that those matters listed in Section 147A(3) of the Local Government Act 2002 apply.

### 2. Purpose of the Bylaw

**The purpose of this Bylaw is to prohibit, control or regulate:**

- the consumption of alcohol in public places,
- the bringing of alcohol into public places, and
- the possession of alcohol in public places

**for restricted periods and events. These regulations aim to:**

- (a) minimise alcohol related crimes or disorder in public places.
- (b) protect the public from nuisance.
- (c) protect, promote and maintain public health and safety.

### 3. Definitions

For the purposes of this Bylaw the following definitions shall apply:

**Alcohol** has the meaning given in Section 5(1) of the Sale and Supply of Alcohol Act 2012 that is:

**alcohol** means a substance—

- (a) that—
  - is or contains a fermented, distilled, or spirituous liquor; and
  - at 20°C is found on analysis to contain 1.15% or more ethanol by volume; or
- (b) that—
  - (i) is a frozen liquid, or a mixture of a frozen liquid and another substance or

- substances; and
    - (ii) is alcohol (within the meaning of paragraph (a)) when completely thawed to 20°C; or
- (c) that, whatever its form, is found on analysis to contain 1.15% or more ethanol by weight in a form that can be assimilated by people.

**Alcohol ban** means those restrictions outlined in clause 5.1 of this Bylaw, which may be amended by clauses 6 and 7 of this Bylaw, which specify those public places and time periods in which the consumption and possession of alcohol is restricted or banned, as well as any additional restrictions that may be imposed by the Council in accordance with clause 8.1 of this Bylaw.

**Alcohol-related crimes or disorder public places** has a similar meaning to alcohol related harm, as defined in Section 5 of the Sale and Supply of Alcohol Act 2012.

Alcohol related crime or disorder means:

- (a) the harm caused by the excessive or inappropriate consumption of alcohol; and
- (b) includes—
  - (i) any crime, damage, death, disorderly behaviour, or injury, directly or indirectly caused, or directly or indirectly contributed to in public places, by the excessive or inappropriate consumption of alcohol; and
  - (ii) any harm to society generally or the community, directly or indirectly caused, or directly or indirectly contributed to, by any crime, damage, death, disorderly behaviour, or injury of a kind described in subparagraph (i).

**Council** means the Waimakariri District Council.

**Licensed premises** has the meaning given in Section 5(1) of the Sale and Supply of Alcohol Act 2012.

**Licensed premises** means to any premises for which a licence is held.

**Public notice** has the meaning given in Section 5 of the Local Government Act 2002. A notice given by the Council that:

- (a) is made publicly available, until any opportunity for review or appeal in relation to the matter notified has lapsed, on the local authority's Internet site; and
- (b) is published in at least—
  - (i) 1 daily newspaper circulating in the region or district of the local authority; or
  - (ii) 1 or more other newspapers that have a combined circulation in that region or district at least equivalent to that of a daily newspaper circulating in that region or district.

**Public place** has the same meaning provided in Section 147 of the Local Government Act 2002, that is:

- (a) a place that is open to or is being used by the public, whether free or on payment of a charge, and whether any owner or occupier of the place is lawfully entitled to exclude or eject any person from it; but
- (b) does not include licensed premises.

For the avoidance of doubt this definition includes, but is not limited to, roads, footpaths, berms, parks, beaches and riverbanks.

**Restricted public place** is a public place specified in this Bylaw under clause 5.1, and as may be amended by the Council in accordance with clauses 6 and 7 of this Bylaw, or in a Council resolution passed in accordance with clause 8 of this Bylaw, and in respect of which an alcohol ban is imposed.

**Restricted period** is a time period designated in this Bylaw at clause 5.1, and as may be amended by the Council in accordance with clauses 6 and 7 of this Bylaw, or in a Council resolution passed in accordance with clause 8 of this Bylaw, and in respect of which an alcohol ban is imposed.

**Time period** is a period of time, which may include days and specific dates and/or times of the day.

**Ashley Gorge** is as described in Schedule 1 of this Bylaw and outlined in the accompanying map of the area.

**Beach Settlements** is as described in Schedule 1 of this Bylaw and outlined in the accompanying map of the area.

**Kaiapoi town** is as described in Schedule 1 of this Bylaw and outlined in the accompanying map of the area.

**Rangiora town** is as described in Schedule 1 of this Bylaw and outlined in the accompanying map of the area.

**Woodend town** is as described in Schedule 1 of this Bylaw and outlined in the accompanying map of the area.

**Oxford town** is as described in Schedule 1 of this Bylaw and outlined in the accompanying map of the area.

**Murphy Park Reserve** is as described in Schedule 1 of this Bylaw and outlined in the accompanying map of the area.

#### 4. Relevant Legislations and Council Documents

##### Legislations:

- Local Government Act 2002
- Sale and Supply of Alcohol Act 2012
- Local Government (Alcohol Ban Breaches) Regulations 2013

##### Waimakariri District Council Bylaws

- Signage Bylaw

##### Other Council Documents:

- Community Outcomes
- Strategic Priorities

#### 5. Designated Alcohol Bans

- 5.1 Alcohol bans specified in this Bylaw: No person shall possess or consume in, or bring alcohol into, the restricted public places and during the restricted time periods, as follows:

Area	Days and times
<b>Ashley Gorge</b>	7.00 pm 31 December to 3.00 am 1 January
<b>Beach settlements</b>	7.00 pm 31 December to 3.00 am 1 January
<b>Kaiapoi town</b>	24 hours, 365 days a year
<b>Rangiora town</b>	24 hours, 365 days a year
<b>Woodend town</b>	24 hours, 365 days a year
<b>Oxford town</b>	24 hours, 365 days a year
<b>Murphy Park Reserve</b>	1 hours, from 1 April to 1 September

- 5.2 Alcohol bans in Kaiapoi, Rangiora, Woodend and Oxford towns apply to selected public places, including town centres.

#### 6. Murphy Park Reserve Specified Periods

- 6.1 Council may amend, alter or remove the specified period in relation to the Murphy Park Reserve by resolution in accordance with sections 147B and 151 of the Local Government Act, and in consideration of the dates of the current year's Rugby and Rugby League season.
- 6.2 Any resolution made in accordance with clause 6.1 above will be publicly notified.

## **7. Amendment to Bylaw**

- 7.1 Council may remove, add to, or alter any of the listed restricted public places and may amend the restricted periods outlined at clause 5.1 of this Bylaw in accordance with section 156 of the Local Government Act 2002.

## **8. Designation of Specified Events and Periods**

- 8.1 In addition to those restrictions imposed in clause 5.1 of this Bylaw, Council may, by resolution in accordance with sections 147B and 151 of the Local Government Act 2002, restrict the bringing, consumption and possession of alcohol:

- in a public place and during a time period; and
- for a public event, function or gathering in a public place.

- 8.2 Any resolution made in accordance with clause 8.1 of this Bylaw, will be notified by public notice.

## **9. Alcohol Consumption and Possession in Vehicles in Public Places**

- 9.1 No person may consume or possess alcohol in any vehicle while in any restricted public place and during any restricted time period as designated under clause 5.1 of this Bylaw or by resolution under clause 8.1 of this Bylaw, save for those exceptions outlined at clause 10 of this Bylaw.

## **10. Exceptions**

- 10.1 This Bylaw does not prohibit, regulate or control, in the case of alcohol in an unopened bottle or other unopened container:

- (a) the transport of the alcohol from licensed premises next to a public place, if -
  - (i) it was lawfully bought on those premises for consumption off those premises; and
  - (ii) it is promptly removed from the public place; or
- (b) the transport of the alcohol from outside a public place for delivery to licensed premises next to the public place; or
- (c) the transport of the alcohol from outside a public place to premises next to a public place by, or for delivery to, a resident of the premises or his or her bona fide visitors; or
- (d) the transport of the alcohol from premises next to a public place to a place outside the public place if -
  - (i) the transport is undertaken by a resident of those premises; and
  - (ii) the alcohol is promptly removed from the public place.

- 10.2 This Bylaw does not apply to those registered campsites at the Beach Settlements and those registered camp sites at Ashley Gorge.

## 11. Offences and Penalties

- 11.1 A person who commits a breach of this Bylaw commits an infringement offence under section 239A of the Local Government Act 2002 and may be liable for an infringement fee.
- 11.2 As specified in Section 4 of the Local Government (Alcohol Ban Breaches) Regulation 2013 the infringement fee for breaching an alcohol ban is \$250.

## 12. Enforcement Powers of New Zealand Police

- 12.1 Under the section 169 of the LGA 2002, New Zealand police have the power to enforce this bylaw on behalf of the Council.
- 12.2 In accordance with section 169 of the LGA 2002, a constable of the New Zealand Police may, without warrant, for the purpose of ascertaining whether alcohol is present, search a container in the possession of a person who is in, or entering a restricted public place and during a restricted period, or a vehicle that is in, or entering, a restricted public place and during a restricted period.
- 12.3 A constable may without warrant also:
- 12.3.1 Seize and remove any alcohol, and its container, that is in breach of an alcohol ban;
  - 12.3.2 Arrest any person whom the constable finds committing an offence under this Bylaw;
  - 12.3.3 Arrest any person who has refused to comply with a request by a constable -
    - (i) To leave a restricted public place;
    - (ii) To surrender to a constable any alcohol that, in breach of an alcohol ban, is in the person's possession.
- 12.4 Before exercising such power outlined at clauses 12.2 and 12.3 of this Bylaw, the member of the New Zealand Police must -
- (a) inform the person in possession of the container or the vehicle, as the case may be, that he or she has the opportunity of removing the container or the vehicle from the restricted public place;
  - (b) provide the person with a reasonable opportunity to remove the container or the vehicle as the case may be, from the restricted public place.

## 13. Signage

- 13.1 Where reasonable, signage will be erected within the restricted public places to provide information to the public on the alcohol bans.
- 13.2 To avoid any doubt, the absence of any signage in a restricted public place does not authorise breach of this Bylaw.

#### **14. Revocation**

The Waimakariri District Alcohol Control Bylaw 2018 is revoked.

#### **15. Review of Bylaw**

15.1 This Bylaw shall be reviewed by 1 July 2030.

15.2 This Bylaw can be reviewed at any other time before that date at the discretion of the Council. If this bylaw is not reviewed before 1 July 2030, it will automatically revoke by 1 July 2032.



## Schedule 1: Alcohol Ban Areas and Maps

**ASHLEY GORGE** means the public area known as the Ashley Gorge Reserve including the picnic area and camping ground from its entrance on Ashley Gorge Road and including the banks and waterways of the Ashley River/Rakahuri which adjoins the picnic area and including all roadways within the Reserve but excludes camp sites and such buildings as may be designated by the camping ground caretaker.

**BEACH SETTLEMENTS** means the public areas (parks, reserves, etc.) plantations, beaches, lagoons and roadways bounded by the Waimakariri River in the south, the Ashley River/Rakahuri in the north, the low water mark on all the beach frontage between those points and east from the intersection of Waikuku Beach Road with Kings Avenue and Preece Road, Waikuku, extending in a straight line to the corner of Woodend Beach Road where it intersects with Stalkers Road, Woodend Beach, and intersections of Beach Road, Featherstone Avenue and Dunns Avenue at Pines Kairaki and continuing in a straight line from there to the Waimakariri River.

The ban applies to all roadways within the motor camps of Waikuku, Woodend Beach and Pines Kairaki, but excludes the registered campsites

**KAIAPOI TOWN** means Kaiapoi town centre from the intersection of Courtenay Drive and Williams St., north to the intersection of Williams St and Sewell St. Charles St river bank from the Mandeville Bridge east to Jones St., including Trousselot Park Reserve, Scott Rose Garden, Morgan Williams Reserve, Tom Ayers Reserve and Corcoran Reserve. Raven Quay from Black St east including the Kaiapoi Memorial Reserve and across Williams St. to the east end of the Cure Boating Club. Black St from Raven Quay to Hilton St. The public car park between Raven Quay and Hilton St east of Williams St.

Ohoka Rd from Williams St east to Stone St. Stone St. Courtenay Drive from Williams St to Kaikanui St. Kaikanui St. Carew St from Williams St to Hills St.

**OXFORD TOWN** means Main St from High St to Mill Rd. High St from Main St to Church St. Transport Lane. Church St. Bay Rd from Church St to Main St. Dohrmans Rd. Showgate Drive. Meyer Place. Pearson Park. Oxford Pool car park. Oxford Town Hall car park. Oxford Pavilion, Oxford Jaycee Hall, and Oxford Museum car parks. Oxford Service Centre car park. Burnett St Reserve. Reids Lane Reserve. Thornton Estate Reserve. Rimu Place Reserve. Matai Place Reserve. Oxford Skate Park. Meyer Place Gardens, Barracks Road Reserve, West Oxford Reserve and Oxford Cemetery Reserve.

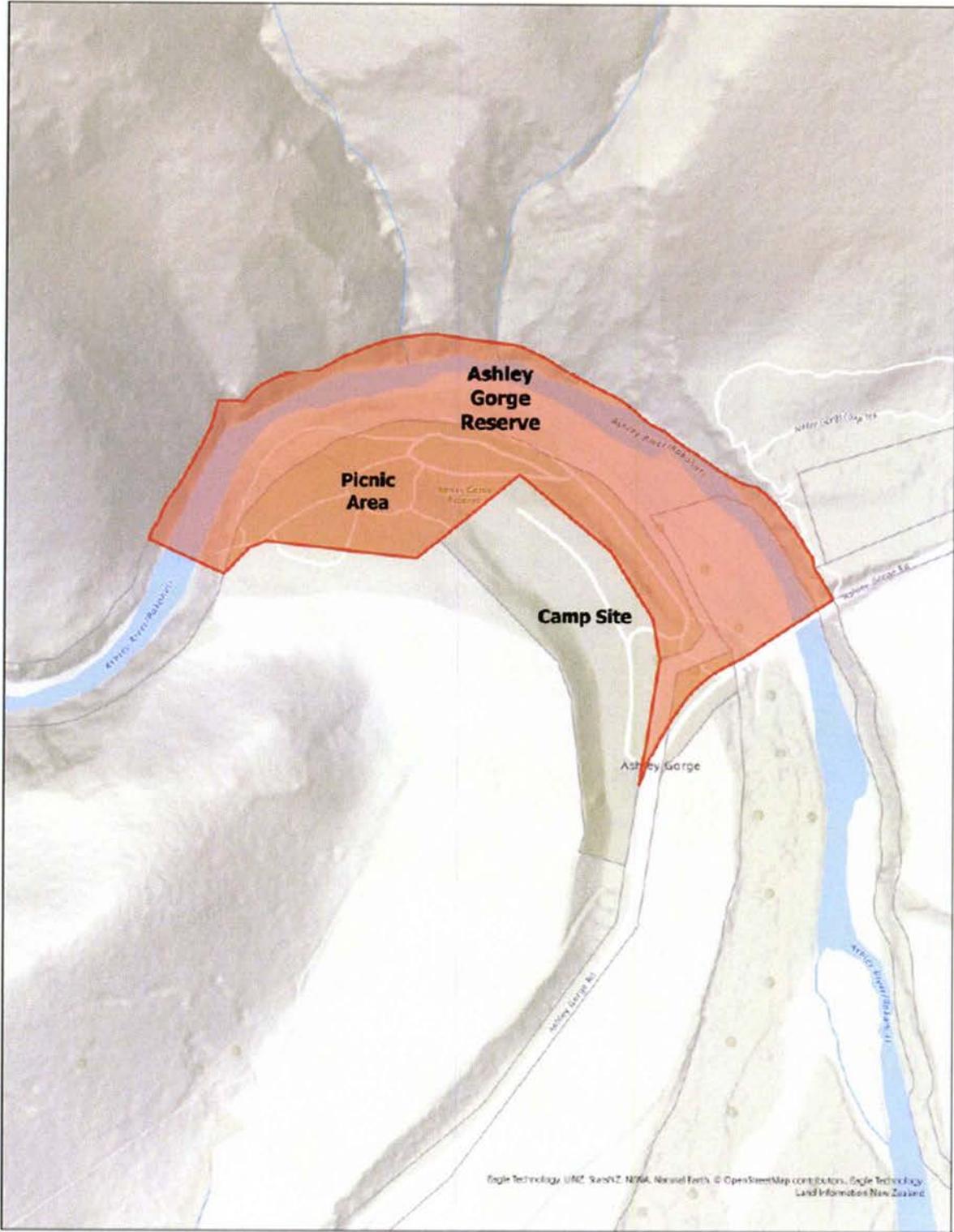
**RANGIORA TOWN** means Rangiora town centre from the intersection of High Street and Church Street east to the railway line, Ivory Street from High Street to Cone Street, Cone Street Alfred Street from Ivory Street to Percival Street, Victoria Street from Queen to High Street, Percival Street from Queen Street to High Street, King Street from Queen Street to Blackett Street, Church Street from Dudley Pool to High School, the car parking area behind the library and Rangiora Service Centre, Durham Street from High Street to Blackett Street, Blake Street, the Blake Street public car park. Good Street to Blackett Street to High Street, the service lane behind New World supermarket and the public carpark to the east of New World, Ashley Street from High Street to Blackett Street, Blackett Street from Ashley Street to Durham Street, Burt Street, Albert Street from High Street to Burt Street. Allen Reserve, Ashley Picnic Area, Ashgove Park, Ballarat Reserve, Bells Siding, Bridget Lane Reserve, Bush St Reserve, Chelsea Court Reserve, Dudley Park, Elephant Park, Elm St Reserve, Good St Reserve, Green St Walkway, Grove Place Reserve, Hazeldean Reserve, Janelle Place Reserve, Kowhai Ave Reserve, Kippenberger War Memorial Reserve, Lilybrook Reserve, Manchester Place Reserve, Maria Andrews Park, Matawai Park, Neil Aitken Reserve, Newnham St Reserve, Northbrook Wetlands Reserve, Oak Tree Reserve, Oxford Line Reserve, Parkhouse Reserve, Rangiora Recreation Ground, Regent Park, Rickton Place Reserve, River Rd Reserve, Southbrook Park, Town Hall Reserve, Town Hall car park, Victoria Park, Ward Park.

**WOODEND TOWN** means Main North Rd from the junction with Te Pouapatuki Rd north to Chinnerys Rd. Rangiora Woodend Rd from the Main North Rd to School Rd. School Rd. Owen Stalker Park and the Recreation Ground. The Community Centre grounds. Grange View Reserve.

**MURPHY PARK RESERVE** means the area of reserve bounded to the north by the Kaiapoi River and west by Raven Quay and up to but not including the area southeast of the reserve that contains the Kaiapoi Croquet Club and the Kaiapoi Boat Club Reserve.



### Ashley Gorge Alcohol Ban Area



### Alcohol Ban Areas: : Ashley Gorge

Date: 4/29/2025

Original Size: A3



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### Beach Settlements Alcohol Ban Area



### Alcohol Ban Areas: : Beach Settlements

Date: 7/01/2025

Original Size: A3

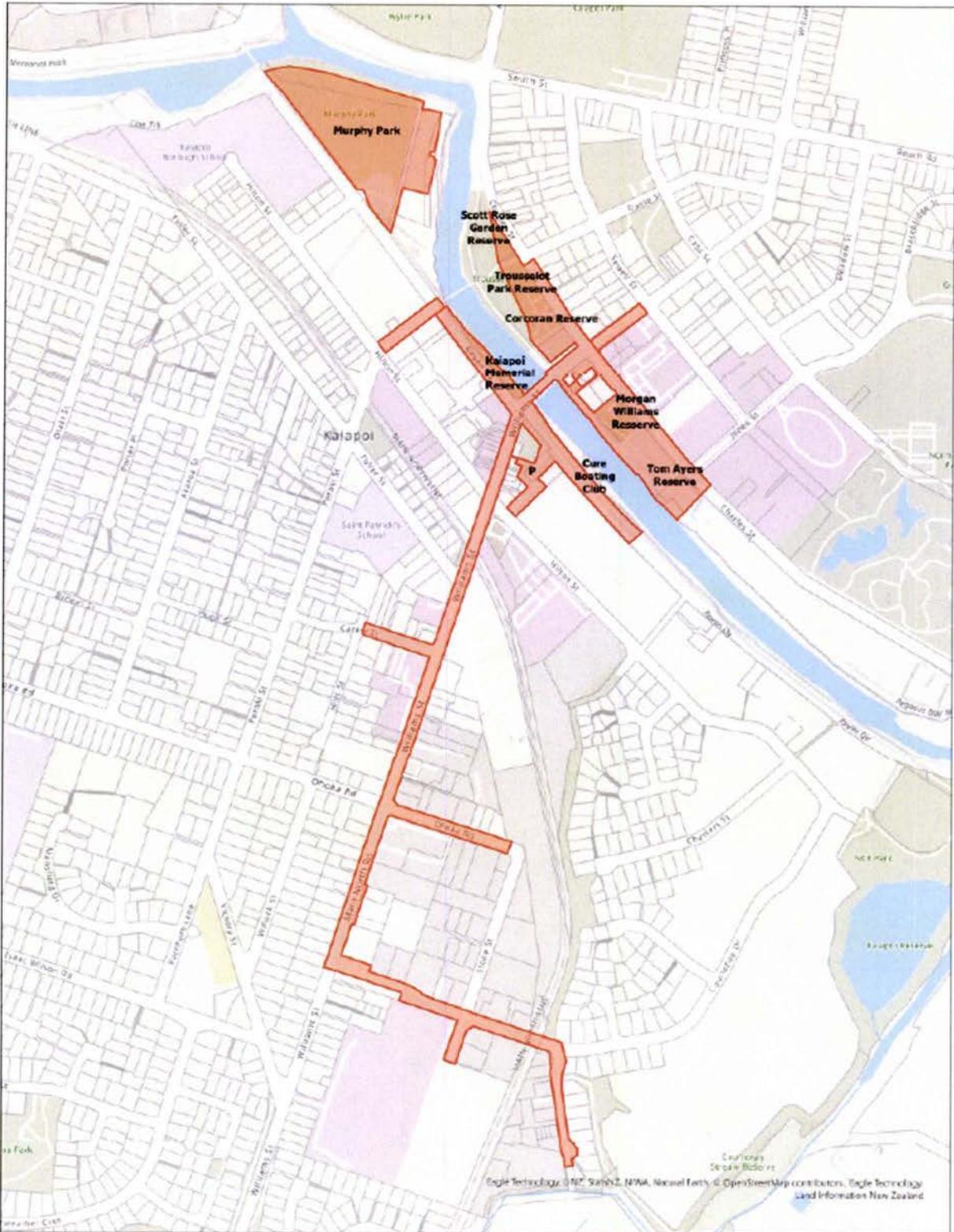


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### Kaiapoi Alcohol Ban Area



### Alcohol Ban Areas : Kaiapoi

Date: 9/01/2025

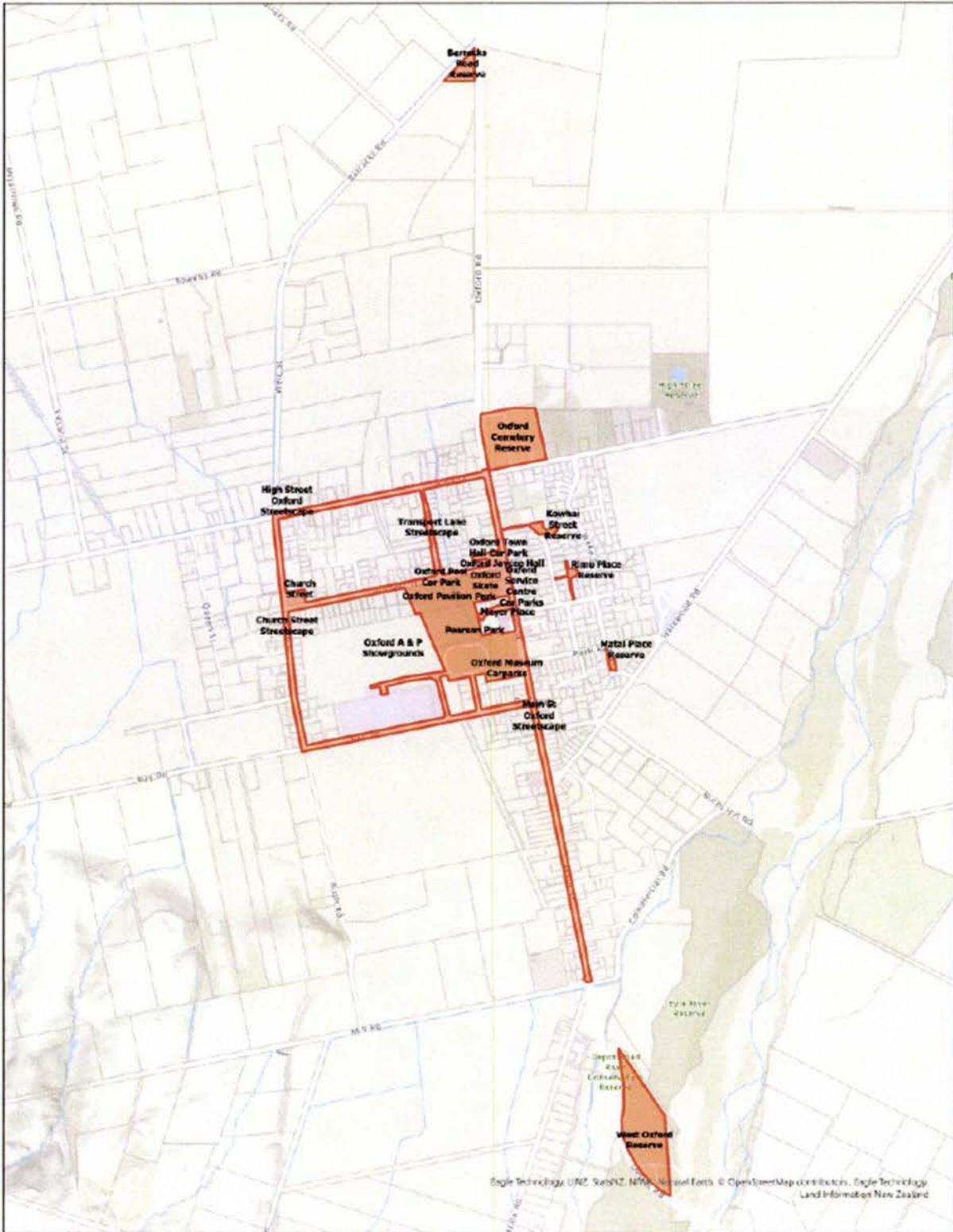
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### Oxford Alcohol Ban Area



### Alcohol Ban Areas: : Oxford

Date: 7/01/2025

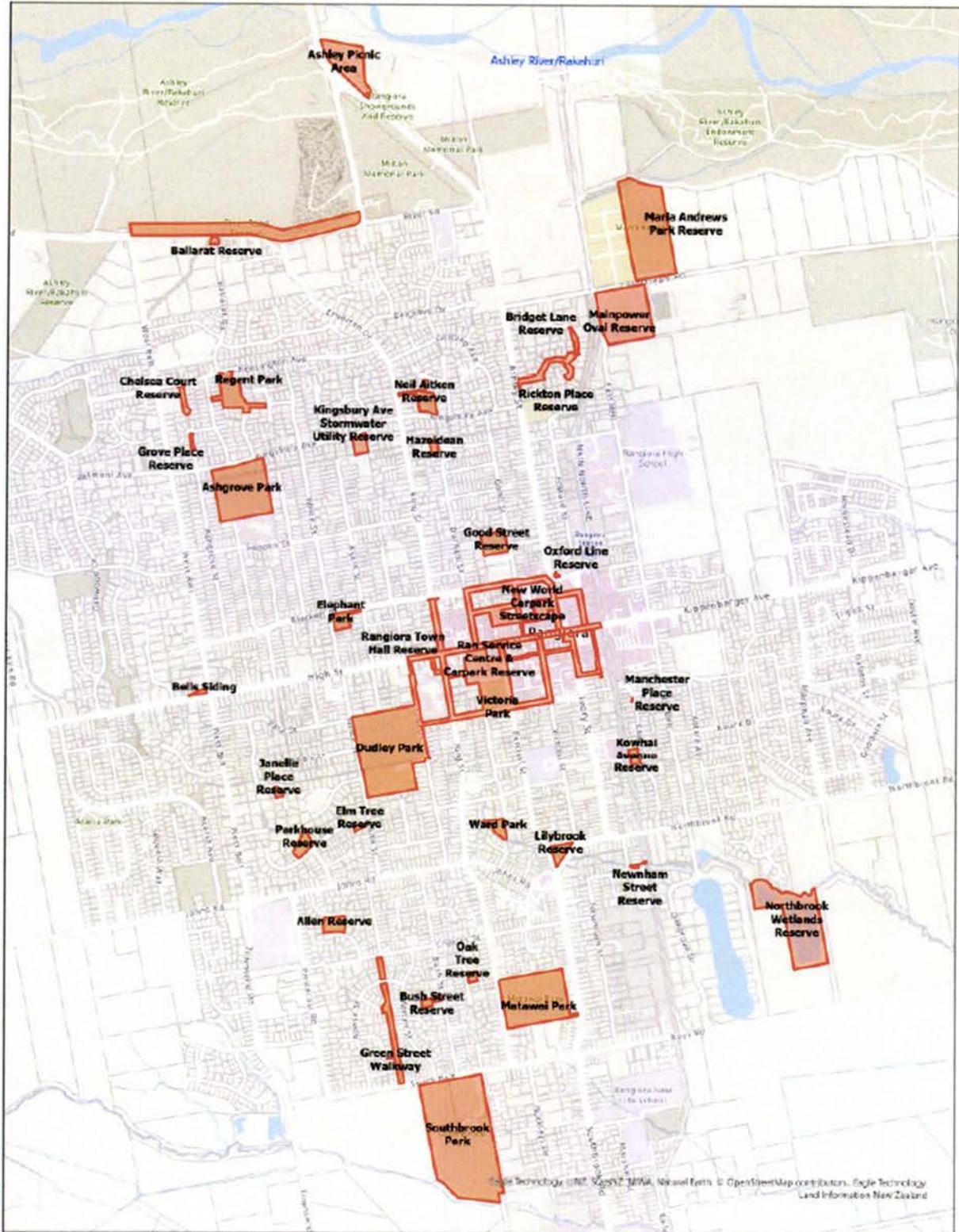
Original Size: A3



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### Rangiora Alcohol Ban Area



### Alcohol Ban Areas: : Rangiora

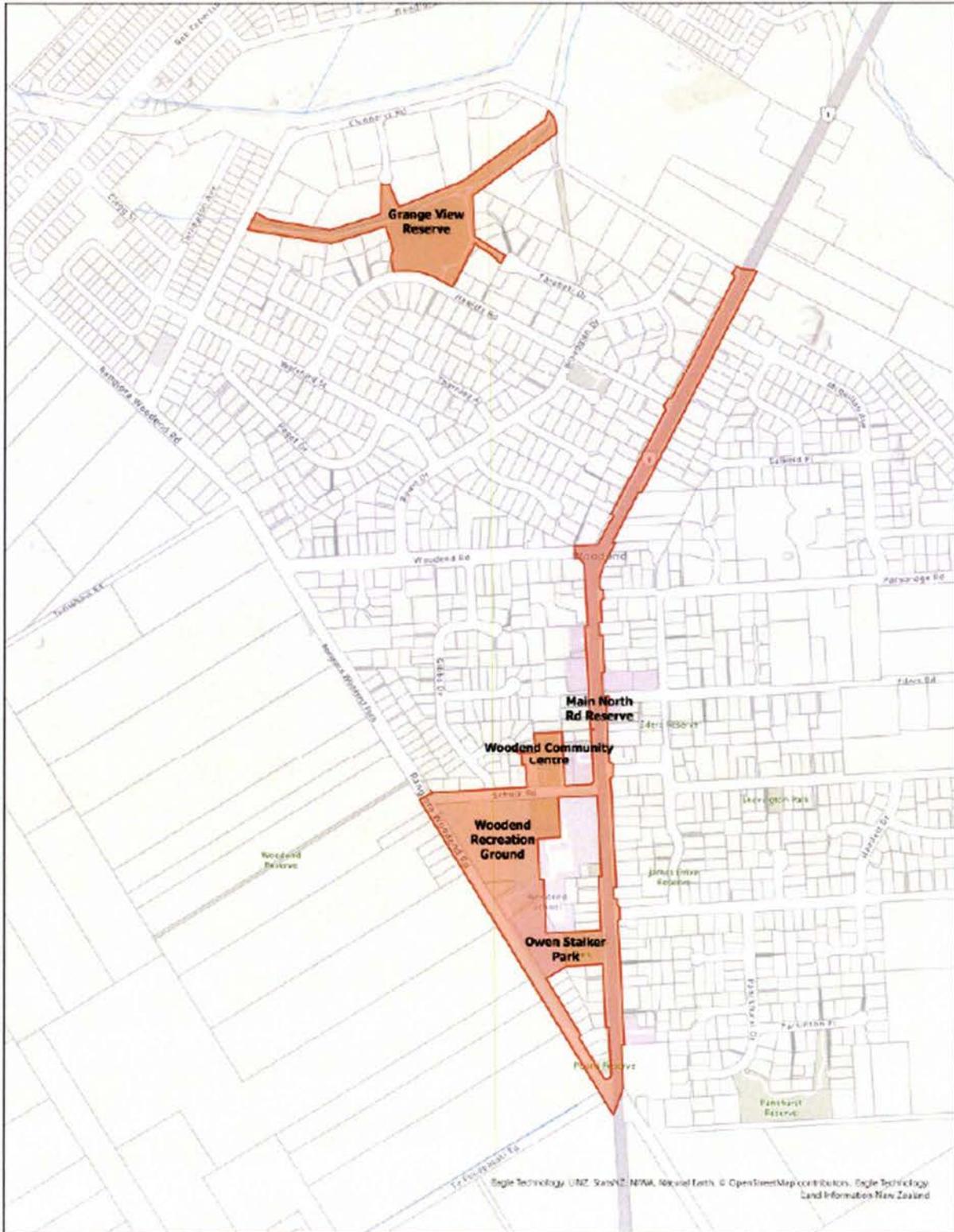
Date: 17/12/2024

Original Size: A3



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### Woodend Alcohol Ban Area



### Alcohol Ban Areas: : Woodend

Date: 9/01/2025

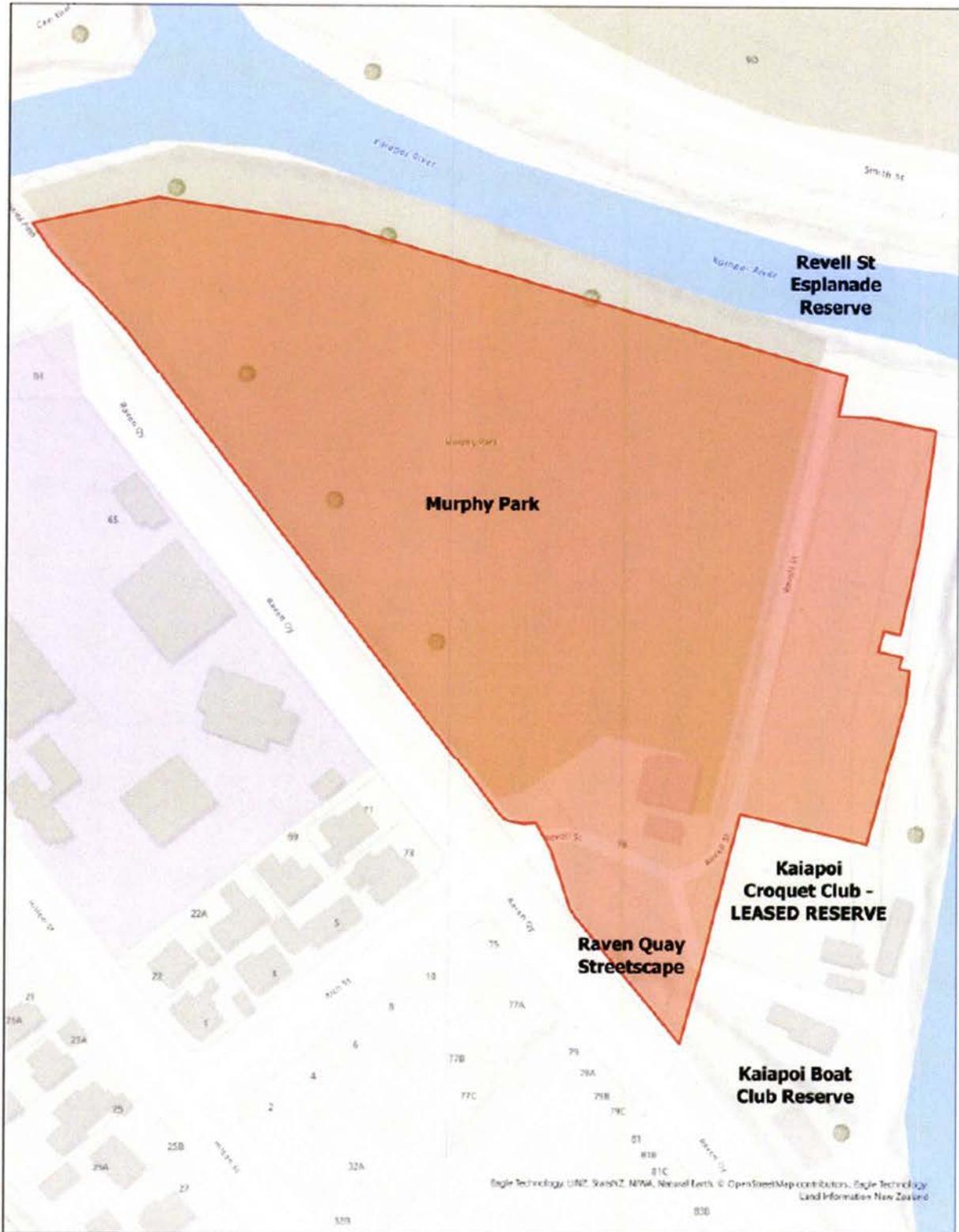
Original Size: A3



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### Murphy Park Alcohol Ban Area



### Alcohol Ban Areas: : Murphy Park

Date: 16/12/2024

Original Size: A3



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6 February 2025

Our Reference: WDC -LS/2412/1

Anna Childs  
Property Acquisitions and Disposal Officer  
Waimakariri District Council  
215 High Street  
**RANGIORA 7440**

Dear Anna

### STATUS INVESTIGATION – HYDRO PARCEL ADJOINING TROUSSELOT PARK, KAIAPOI

Thank you for your instruction to complete a status investigation of Hydro Parcel ID 3592609 (hydro parcel) forming part of the Kaiapoi River (formerly referred to as the Waimakariri River). The hydro parcel contains both riverbed and drylands. Our findings are included below with all relevant records of title, survey plans and supporting documentation attached in the appendices at the end of the report.

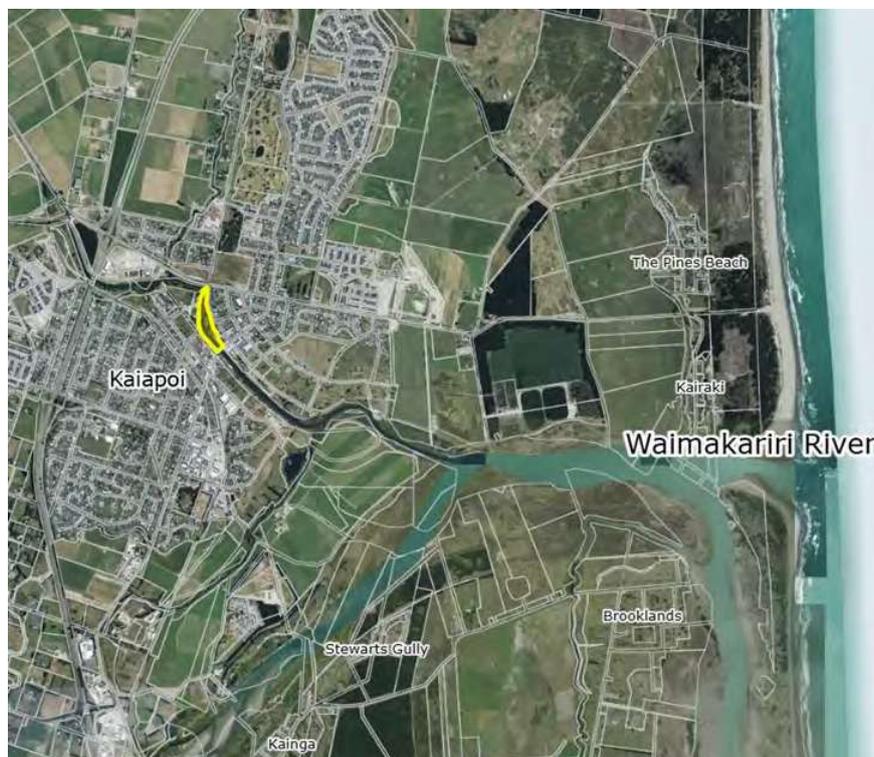


Image 1: Locality Diagram of Hydro Parcel 3592609 outlined yellow

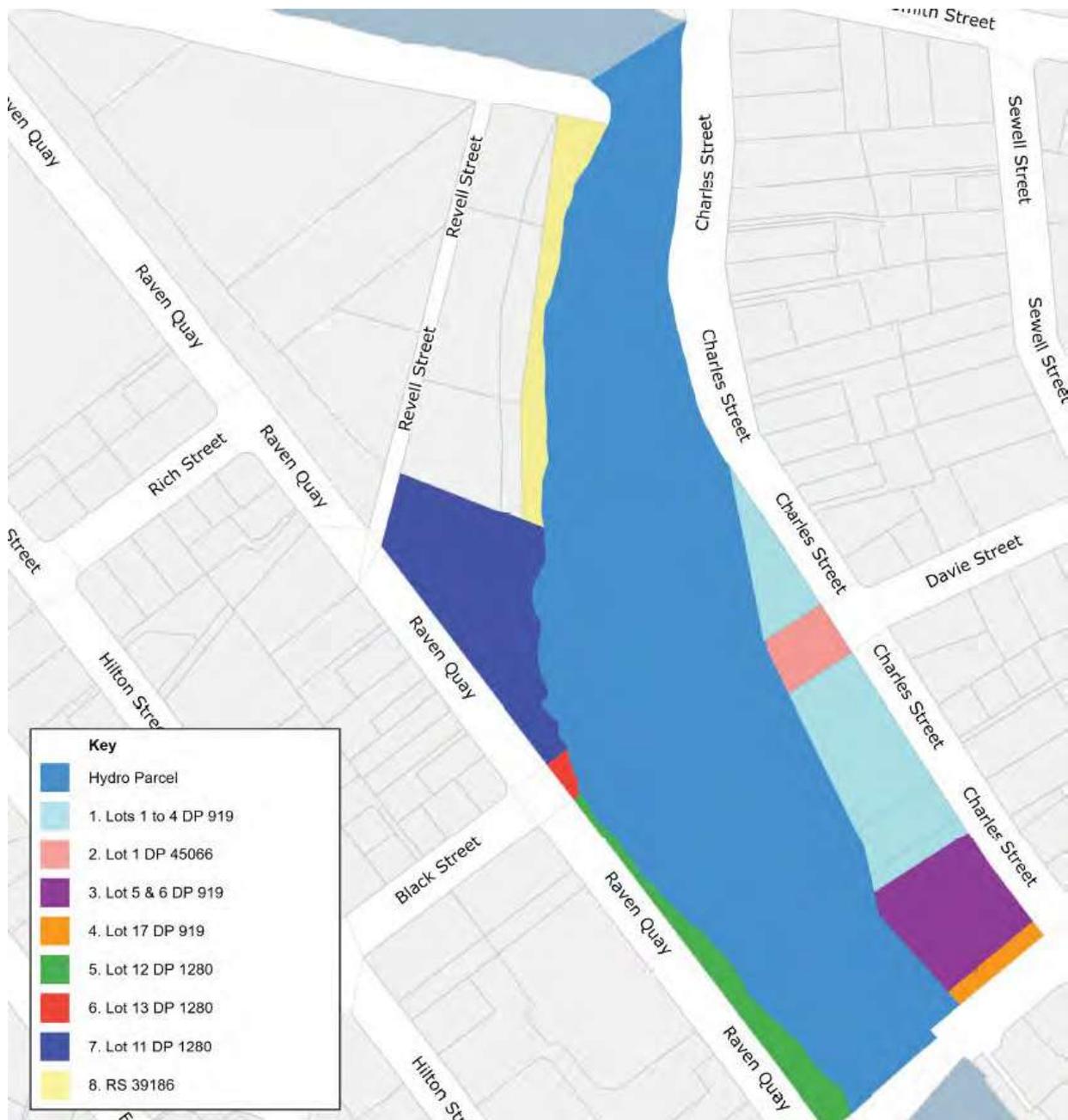


Image 2: Hydro Parcel 3592609 and adjoining parcels

## Process to determine the ownership of the Hydro Parcel

To determine the status of the hydro parcel, an investigation of all the parcels legally adjoining the hydro parcel has been conducted. Image 2 indicates the eight parcels shown highlighted in assorted colours and referenced in the map key. Additionally, the legal round boundary of Charles Street located on the North of the true left of the Kaiapoi River is included. A summary of the parcels is listed in the table below.

Ref	ID	Area (m <sup>2</sup> )	Record of Title	Appellation	Owner	Purpose
0						Charles Street, legal road identified in Crown Grant for RS 320
1	3505332	1214	CB524/81	Lot 1 DP 919	Waimakariri District Council (WDC)	Reserve for the purpose of public gardens and pleasure grounds
1	3431531	2706		Lot 2 DP 919	WDC	Reserve for the purpose of public gardens and pleasure grounds
1	3309744	911		Lot 3 DP 919	WDC	Reserve for the purpose of public gardens and pleasure grounds
1	3371374	405		Lot 4 DP 919	WDC	Reserve for the purpose of public gardens and pleasure grounds
2	3369095	862	CB254/1256	Lot 1 DP 45066	WDC	Trust for harbour purposes
3	3433004	1241	CB524/83	Lot 5 DP 919	WDC	
3	3370006	1619	CB524/83	Lot 6 DP 919	WDC	
4	7539002	404	CB21A/8	Lot 17 DP 919	137 Williams Street Limited	
5	3432978	1846	CB524/82	Lot 12 DP 1280	WDC	Reserve for a Serviceman's monument and memorial garden
6	3468644	177	CB524/86	Lot 13 DP 1280	WDC	In trust for Harbour purposes
7	3530922	5185	CB524/86	Lot 11 DP 1280	WDC	In trust for Harbour purposes
8	3380892	1998	CB6B/569	RS 39186	WDC	Public Reserve

## Summary

The riverbed of the hydro parcel is determined to be Crown Land under the Land Act 1948, section (2) (administered by Land Information New Zealand), vested in His Majesty the King which is not for the time being set aside for any public purpose or held by any person in fee simple. The adjoining parcels share different rights as described in the following table.

The findings of this report are the views and opinions of the author based on the evidence researched and cited in the following report. This report is to be regarded as confidential and is intended for the use of the party to whom it is addressed, and for not other use.

Ref	Appellation	Ownership of non-tidal navigable river bed and rights of adjoining land.
0	ad (Charles Street	Riverbed lands deemed to be Crown land through to the centre line of the river from the true left bank, the presumption of Usque Ad Medium Filum Aquae were never included in Crown Grant of RS320 showing the legal road adjoining the river marked coloured burnt sienna.
1	Lot 1-4 DP 919	Riverbed lands deemed to be Crown land through to the centre line of the river from the true left bank, the presumption of Usque Ad Medium Filum Aquae being rebutted by the right lining of the floodwater river embankment on DP 919
2	Lot 1 DP 45066	Riverbed lands deemed to be Crown land through to the centre line of the river from the true left bank, the presumption of Usque Ad Medium Filum Aquae being rebutted by the right lining of the floodwater river embankment on DP 919
3	Lot 5 DP 919	Riverbed lands deemed to be Crown land through to the centre line of the river from the true left bank, the presumption of Usque Ad Medium Filum Aquae being rebutted by the right lining of the floodwater river embankment on DP 919
3	Lot 6 DP 919	Riverbed lands deemed to be Crown land through to the centre line of the river from the true left bank, the presumption of Usque Ad Medium Filum Aquae being rebutted by the right lining of the floodwater river embankment on DP 919
4	Lot 17 DP 919	Riverbed lands deemed to be Crown land through to the centre line of the river from the true left bank, the presumption of Usque Ad Medium Filum Aquae being rebutted by the right lining of the floodwater river embankment on DP 919
5	Lot 12 DP 1280	Riverbed lands deemed to be Crown land through to the centre line of the river from the true right bank, the presumption of Usque Ad Medium Filum Aquae being rebutted by land being taken by statute shown on survey plan DP 1280
6	Lot 13 DP 1280	Riverbed lands deemed to be Crown land through to the centre line of the river from the true right bank, the presumption of Usque Ad Medium Filum Aquae being rebutted by land being taken by statute shown on survey plan DP 1280
7	Lot 11 DP 1280	Riverbed lands deemed to be Crown land through to the centre line of the river from the true right bank, the presumption of Usque Ad Medium Filum Aquae being rebutted by land being taken by statute shown on survey plan DP 1280
8	RS 39186	Riverbed lands deemed to be Crown land through to the centre line of the river from the true right bank, the presumption of Usque Ad Medium Filum Aquae were never included in Crown Grant of RS321 showing the legal road adjoining the river marked coloured burnt sienna.

## Recommendations

If Council determine that it would better serve the community if the dry lands being occupied on the true left bank was in the ownership of Waimakariri District Council. We recommend that a surveyor be consulted to confirm the area of dry lands being occupied in association with adjoining properties owned by Waimakariri District Council. Thereafter, steps be taken to obtain ownership of the dry lands for the purpose for which they are required.

Thank you for your instructions. Should you require any further information please do not hesitate to contact the writer.

Yours Sincerely

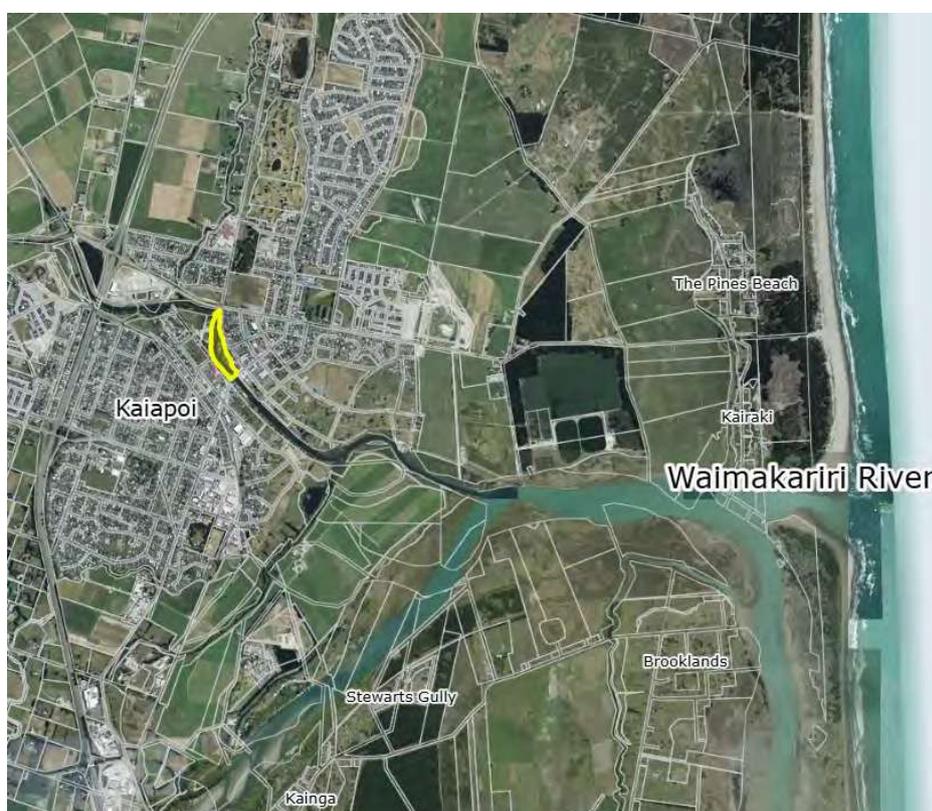
Columbus Consulting Limited (trading as STRADA)

Emma Bourke  
**PROPERTY ADVISOR**

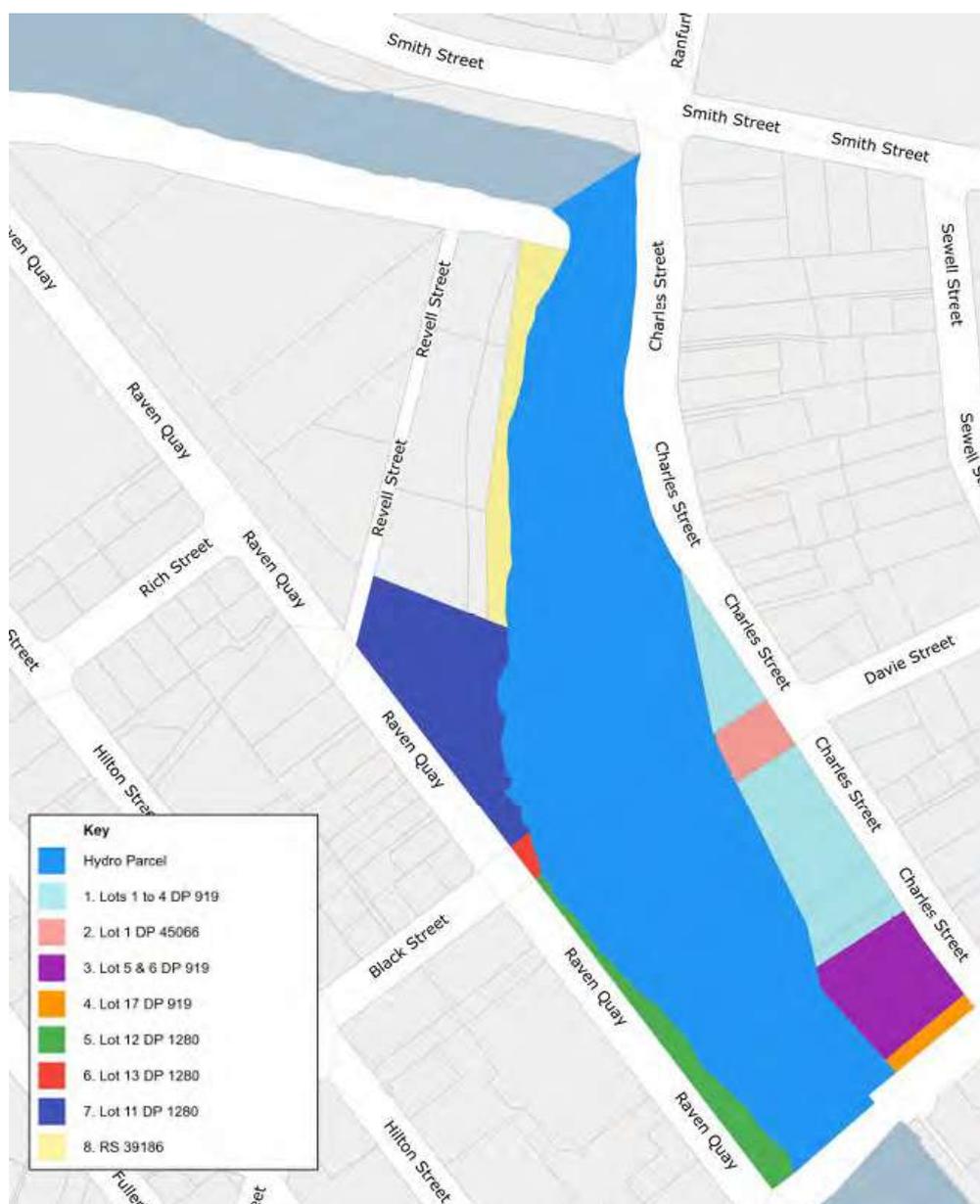
LINZ ACCREDITED AGENT and NOMINATED PERSON

## LAND STATUS REPORT

<b>Date of Report:</b>	6 February 2025
<b>Name of Client:</b>	Waimakariri District Council
<b>Address of Property:</b>	Kaiapoi River, Canterbury
<b>Reason for Report:</b>	Confirm status of hydro parcel ID 3592609 in Kaiapoi as part of Waimakariri District for the purpose of Waimakariri District Council's review of the alcohol ban in the adjoining land, referred to as Trousselot Park & Rose Garden Reserves.
<b>Description of area under investigation:</b>	Hydro parcel ID:3592609, being an irregular shaped parcel containing approximately 3.7745 hectares and comprising riverbed and drylands, located on the eastern side of Kaiapoi. The parcels forms part of and adjoins the Trousselot Park and Rose Garden Reserves on its true left and the legal roads adjoining part of its boundary includes Charles Street (true left), Williams Street (forming southern parcel boundary) and Raven Quay (true right).
<b>Locality:</b>	The location of Hydro Parcel ID: 3592609 known as Kaiapoi River, is outlined in yellow in the diagram below, on the eastern side of the Kaiapoi township, being a tributary of the Waimakariri River.



## Adjoining parcels researched



## Tidal or non-tidal consideration

The Environment Canterbury's Coastal Hazard Zone Map: Waimakariri 5, determines the Coastal Marine Area (CMA) Boundary along the line of Mean High-Water Springs (MHWS) (indicative only) to stop at the water end of Ferry Road in Kaiapoi, near Raven Quay, south of the hydro parcel. Accordingly, it has been determined that this section of the Kaiapoi River is deemed to be non-tidal.

There is sufficient evidence that this river was once considered tidal as summarised below.

- Survey plans reviewed through our research show MHWM or MHWS, this is the mean high-water mark or springs and indicates a tidal boundary.
- The river and wharf are currently used by vessels moored alongside and this is further supported by past and present aerial photography.

- We note an examination of previous evidence from Eyre County Council by way of letter dated 5 July 1983, confirming that this hydro parcel is tidal.
- Evidence from Lyttleton museum notes the Kaiapoi wharf was used until 1963.
- Extracts from book titled 'Beyond the Waimakariri – A Regional History' by D.N.Hawkins.

It has been assumed that the change in tidal status of the hydro parcel is attributable to adverse weather events and the significant Canterbury Earthquakes of 2010 and 2011. Refer to Appendix Five for supporting information pertaining to this section.

## **Navigability**

In general terms, navigability is assumed if the river has a history of use for travel or commercial purposes along an identifiable part of its length and was navigable by vessels other than jet boats or rafts or white-water canoes.

Navigable rivers first vested in the Crown by the Coal Mines Act Amendment Act 1903, sections 14 (1) and (2).

- 14, (1) *Save where the bed of a navigable river is or has been granted by the Crown, the bed of such river shall remain and shall be deemed to have always been vested in the Crown, and, without limiting in any way the rights of the Crown thereto, all minerals, including coal, within such bed shall be the absolute property of the Crown.*
- (2) *For the purpose of this section – “Bed” means the space of land which the waters of the river cover at its fullest flow without overflowing its banks : “Navigable river” means a river continuously or periodically of sufficient width and depth to be susceptible of actual or future beneficial use to its residents, actual or future, on its banks, or to the public for the purpose of navigation by boats, barges, punts, or rafts; but noting herein shall prejudice or affect the rights of riparian owners in respect of the bed of non-navigable rivers.*

The right was carried through to Part XII General Provisions, of the Coal Mines Act 1979, Section. 261.

### *261. Right of Crown to bed of navigable river*

- (1) For the purpose of this section –  
 “Bed” means the space of land which the water of the river cover at its fullest flow without overflowing its banks:  
 “Navigable River” means a river of sufficient width and depth (whether at all times so or not) to be used for the purpose of navigation by boats, barges, punts or rafts.
- (2) Save where the bed of a navigable river is or has been granted by the Crown, the bed of such river shall remain and shall be deemed

to have always been vested in the Crown: and without limited in any way the rights of the Crown thereto, all minerals (including coal) within such bed shall be the absolute property of the Crown.

- (3) Nothing in this section shall prejudice or affect the rights of riparian owners in respect of the bed of non-navigable rivers.

The Coal Mines Act 1979 has been repealed; however, section 261 has been retained by the Resource Management Act 1991, section 354 (1)(c).

There is evidence that the hydro parcel in the past and to this current day is navigable by vessels.

We refer to extract from article "The Coastal Cargo Ships of Kaiapoi, Lyttleton Museum" reciting "*The Pakeha settlement of Kaiapoi is said to have begun soon after the signing of Kemp's Deed in the late 1840s, as a ferry stop along what was then the north branch of the Waimakariri*". Although not formalised, this is consistent the Crown Grant for RS 320 where a small piece of land is labelled "ferry reserve" positioned opposite the current footbridge and adjoining parcel "2", referenced in this report.

For the purposes of this report, based on evidence cited the hydro parcel is deemed navigable.

### **Marine and Coastal Area Act 2011**

The Marine and Coastal Area Act 2011 (MACA) area includes the beds of rivers that are part of the coastal marine area (within the meaning of the Resource Management Act 1991). Beds are defined within the act as:

- (i) for the purposes of esplanade reserves, esplanade strips, and subdivision, the space of land which the waters of the river cover at its annual fullest flow without overtopping its banks:
- (ii) in all other cases, the space of land which the waters of the river cover at its fullest flow without overtopping its banks

River means a continually or intermittently flowing body of fresh water; and includes a stream, modified watercourse; but does not include any artificial watercourse.

That includes rivers up to a point 1 kilometre upstream from the mouth or 5 times the width of the mouth, whichever is the lesser. Section 11 MACA gives a special status to the common marine and Coastal area (including riverbeds within the CMA that are not also freehold land, reserves, conservation areas or national parks.) No land meeting this definition is capable of being owned by anyone.

The Hydro parcel now known as the Kaiapoi River is located approximately 2.7km from the mouth of the Waimakariri River. The width of the mouth is measured to be approximately 320 metres being 1.6km representing 5 times the width of the mouth. The hydro parcel is deemed to not be included within MACA.

### **Case Law**

The line generally followed by the Courts is those provisions of the various

### **affecting riverbed ownership**

Coal Mines Acts vesting the beds of navigable rivers rebuts/overrules the presumption of AMF.

The notable exception is *Tait Jamieson v GC Smith Metal Contractors* (1984) 2 NZLR 513 where the High Court held that notwithstanding s261 of the Coal Mines Act 1979 a crown grant of land adjoining a navigable river will carry with its AMF rights to the midline. The TJ decision was at variance with the majority view of the Court of Appeal in *Hutt River Bd v Leighton*, (1955) NZLR 750 and although the Tait-Jamieson case was not appealed, to our knowledge it has not been followed in subsequent cases where status of navigable rivers has been an issue. In the supreme court in *Paki v A-G* (2012) NZSC 50 relating to the navigability of the Waikato river, the Tait Jamieson case was not specifically discussed, however the Supreme Court's finding that the enactment of the Coal-mines amendment Act 1903 (which enacted the provision that later become s261) was specially enacted to make it clear that the presumption of vesting of AMF rights to the mid line of the river was rebutted in the case of navigable rivers, would make it very hard to argue the ruling of Tait-Jamieson should be followed.

Although the presumption must apply unless expressly rebutted, there is one crucial pre-condition that must be first met and that is that there has been a disposition by the Crown of the land adjoining the river boundary by way of Crown Grant, conveyance or by way of statutory vesting, if there has been no disposition of adjoining land, then no AMF right has been established, and the bed ownership remains with the Crown.

This applies in the following instances:

- riverbeds bounded by road
- reservation of marginal strip along boundary on disposition
- right lined boundaries – a right lined boundary consists of a straight line between two surveyed points with a bearing and distance. Right line simply means straight and not referenced directly to a natural (riverbank) feature that may move. Where the boundary has been right lined on the original plan supporting the granting of the title by Crown Grant or warrant, this is evidence of rebuttal of the AMF presumption.

### **Water Boundaries - Accretion and Erosion**

There are complex common law principles, modified by statute that apply when boundaries of land are defined by the edge of rivers. A water margin may physically move on the land, but the corresponding water boundary may or may not move 'at law' depending on; how the water margin has moved, application of relevant common law principles, statutory requirements, and the ownership of the bed. Two of the common law principles are:

1. The doctrine of accretion and erosion (which can also be described as the doctrine of gradual and imperceptible addition to or eating way of land).

Accretion occurs where water recedes gradually and imperceptibly from the land, or where water gradually and imperceptibly deposits sand, shingle, and silt. The doctrine of accretion provides that where accretion occurs along a water boundary, the new land belongs to the owner of the parcel of land which it is added (or from which the water has receded).

Erosion occurs where water gradually and imperceptibly encroaches on the land or washes away land. Where erosion occurs along a water boundary the owner of the parcel of land which is being eroded loses that part of their land.

2. *Usque ad medium filum aquae* (to the centreline of the river) presumption -that is, the presumption that landowners have rights to the centreline of non-tidal and non-navigable rivers. These rights are commonly referred to as AMF rights.

It is presumed that where a non-tidal river is mentioned as a boundary in a conveyance of land, the grantee takes the bed of the river to the middle line, thereof AMF. If sufficient reason can be shown why the rules should not apply, this presumption may be rebutted.

In *Tua Hotene v Morrinsville Town Board* (1917) NZLR 936: (1917) G.L.R. 483, land on both sides of a riverbed had been taken for public work. It was held that the bed of the river was not included, the plan and the evidence showing clearly that the bed was not intended to be taken.

It is settled English law that where there is a conveyance of land, even though it is described by reference to a plan, and by colour and quantity, and although the area mentioned is satisfied without reference to the bed of the river, if it is said to be bounded by a river, then, on the true construction of the instrument half the bed of the river passes, unless there is enough in the circumstances or enough in the expressions of the instrument to show that that is not the intention of the parties. But if the conveyance conveys a special plot of land defined by number and by metes and bounds, and refers to a book of reference and to plans, importing them, therefore into the conveyance, and the river is in the books of reference or the plans treated as distinct allotments or parcels of land, the effect of the conveyance is to convey only the land specially described and the presumption do not arise.

### **History – Beyond the Waimakariri**

*“Hammerhsham’s wool stapling establishment, Murray and Garlick’s brick kiln and, up the Ohoka, H. Jaggars’ brewery. This, as far as can be ascertained, is all that Kaiapoi consisted of during the fifties. It may have been picturesque, but it was also damp and foggy, and subject to floods from the river. The sand on the east and the mud on the west bank made even its formed roads often useless, and its cottage-like shops with their verandas facing on to the river gave it a boom-town appearance.*

*In 1857 Kaiapoi received an honour which was given to very few, if any, new*

*settlements: it was officially proclaimed a township by ordinance of the Provisional Government. There was no law providing for such a step wherever a settlement's population reached a certain figure, but the Kaiapoi settlers obtained recognition by means of a petition "...which humbly sheweth that many of the inhabitants have suffered from time to time and are still suffering considerable damage and inconvenience from the breaking down of their fences and the trespassing in their fields and gardens by horses and cattle suffered to run at large." There was a clause in the Cattle Trespass Ordinance which allowed the recognition of ownership status in such cases and it was on this basis that the rural sections 320 and 321, with parts of sections 364, 297, and 468 formerly vested in the Right Honourable George Baron Lyttleton, the Reverend Charles Martin Torlesse and the Reverend Nugent Wade, were formerly constituted a town under the Kaiapoi Township ordinance.*

An extract from book titled Beyond the Waimakariri, A Regional History, Chapter Three "The early history of the port of Kaiapoi" by D.N.Hawkins

### History of Kaiapoi Borough Council

There is several adjoining land parcels investigated which are owned by Waimakariri District Council (WDC).

The New Zealand Gazette of Thursday 8 June 1989 (Wellington: Tuesday, 13 June 1989 – Issue No.99) Orders in Council for Local Government Reorganisation. Pursuant to section 36 of the Local Government Act, 1974, His Excellency the Governor General, acting by and with the advice and consent of the Executive Council, made a series of orders. We summarise the parts pertaining to the WDC, below:

Part IV refers to the Waimakariri District and the constitution of Waimakariri District, which shall comprise the area delineated on S.O. Plan No. 18059.

Section 63 sets out a territorial authority, to be known as "The Waimakariri District Council".

Section 64 (c) notes The Kaiapoi Borough Council to be a "former authority".

Section 65 divides the Waimakariri District into four wards, subsection (c) describes the Kaiapoi Ward, comprising the area delineated on S.O. Plan No. 18063.

Section 77 – Vesting of Property, (subject to subclause (3) excluding land used the Ashley Water Supply Scheme to vest in Hurunui), all property, real and personal, vested in the corporation of any former authority and situated in the Waimakariri District is vested in the corporation of the Waimakariri District Council, subject to all existing encumbrances.

### History of

Marine Board Act 1863 was formed to establish a marine board and

## **Waimakariri Harbour Board**

provide for the general control and management of Ports, Harbours, Wharves, Docks, Pilots, Lighthouses, and other matters relating to Navigation and Shipping.

Within the act, the interpretation of "Port" – shall extend to and include any port harbour or haven or navigable creek or river within the limits defined for such Port. This act was repealed, and, on the 10 October 1867, Marine Act 1867 was formed for the general control and management of Ports Pilots Lighthouse and other matters relating to Navigation and the regulation of Port charges and other rates.

Harbours Act 1878 – an act to the management of harbours and to make provision for matters connected therewith, to come into effect 1 January 1879. Schedule One, acts affecting Harbour Boards generally, Provincial District of Canterbury "The Waimakariri Harbour Board Act, 1876"

On 31 October 1876, the Waimakariri Harbour Board Act 1876 was passed to constitute a Harbour Board for the Port of Waimakariri; (operation 1 December 1876).

Section 33. Endowments – "Upon the constitution of the Board, all such portion of the foreshore of the River Waimakariri, North Branch, as is at present vested in the Corporation of the Borough of Kaiapoi, together with all buildings thereon, shall cease to be vested in the Corporation of the Borough of Kaiapoi, and without any conveyance or assurance whatever be absolutely vested for an estate in fee-simple in the Board, and all powers of management and control of the said Corporation over such lands shall wholly cease, and such management and control shall be vested in the Board.

Subsequent acts have passed and repealed with Waimakariri Harbour Act 1946 remaining current.

The Waimakariri Harbour Act 1946 (current from 1 April 1947) was an act to provide for the dissolution of the Waimakariri Harbour Board (constituted under the Harbours Act 1923) and the transfer of the functions of the said Board to the Kaiapoi Borough Council, and to make incidental provisions. Refer to Appendix Four for excerpts from relevant statutes.

## **Other Interests**

### ***Māori Interests***

This section of the Waimakariri River the hydro parcel forms, appears to have been excluded from land cited in the Nga Tahu Claims Settlement Act 1998.

### ***State Owned Enterprise***

No riverbed has been identified in the SOE or the Department of Conservation allocation plans.

Supporting documents		
True Left		
Ref	Appellation or legal reference	Ownership History
0	Charles Street	<p><b>Crown Grant RS320</b></p> <p>Charles Street is shown as North Branch coloured burnt sienna on the original crown grant for RS320 dated 5 May 1853. This is defined as legal road pursuant to sections 110 and 111 of the Public Works Act 1928. The crown grant notes the section of the boundary of RS 320 adjoining the road as being sixty feet wide along the bank of the river Courtenay.</p> <p><b>Black Map (BM) 328</b></p> <p>The black map for the Kaiapoi District dated 1965 and viewed from archive online collections shows Charles Street as being road marked sepia, adjoining the river and RS320.</p>
1	Lot 1-4 DP 919	<p><b>CB524/81 issued 31 October 1949</b></p> <p>5236 square meters more or less held for the purpose of reserve for the purpose of public gardens and pleasure grounds. Registered Owners noted as Waimakariri District Council. Historical title records the owners as Kaiapoi Borough Council.</p> <p><b>CB449/70 issued 10 December 1936</b></p> <p>Registered owners noted as The Waimakariri Harbour Board. Cancelled and CB 524/81 issued for Lots 1-4 DP 919.</p> <p><b>CB136/58 issued 18 January 1889</b></p> <p>Certificate issued in lieu of grant, to Waimakariri Harbour Board containing parcels numbers 1 - 4 on DP 972 (cancelled), the within land being part of the land contained with other land within Lots 3 and 4 on DP 972, cancelled and CB449/70 issued.</p> <p><b>Warrant No.183 Volume 3C dated 26 November 1888</b></p> <p>Certificate of title CB136/58 issued under the Land Transfer Act Amendment Act 1880. Pursuant to section 33 of the Waimakariri Harbour Act 1876, vests marked shown as Lots 1-4 on DP 972 in the Waimakariri Harbour Board in trust for Waimakariri Harbour Board purposes. The Waimakariri Harbour Act 1876 was an</p>

	<p>act to constitute a Harbour Board for the Port of Waimakariri.</p> <p><b>Waimakariri Harbour Board Act 1876, section 33 - Endowments (Foreshore to be vested in the Board.)</b></p> <p>Upon the constitution of the Board, all such portion of the foreshore of the River Waimakariri, North Branch, as is at present vested in the Corporation of the Borough of Kaiapoi, together with all buildings thereon, shall cease to be vested in the Corporation of the Borough of Kaiapoi, and without any conveyance or assurance what-ever be absolutely vested for an estate in fee-simple in the Board, and all powers of management and control of the said Corporation over such lands shall wholly cease, and such management and control shall be vested in the Board.</p> <p><b>Waimakariri Harbour Act 1946</b></p> <p>The purpose of the Waimakariri Harbour Act 1946 was to provide for the dissolution of the Waimakariri Harbour Board and transfer of the functions of the said Board to the Kaiapoi Borough Council with certain incidental provisions made.</p> <p>Section 7 vests certain lands as reserves with subsection (1) vesting the land described in Schedule 1 in the Corporation as a reserve for the purpose of public gardens and pleasure grounds.</p> <p>The subject land is described as being all that parcel of land situated in the Borough of Kaiapoi containing by admeasurement one acre one rood and seven perches (1 acre 1 rood 7 perches), being Lots 1, 2, 3, and 4, Deposit Plan 919, and being part of the land comprised in certificate of title, Volume 449, folio 70m Canterbury Land Registry.</p> <p><b>DP 919 - approved by the Chief Surveyor dated 9 May 1889</b></p> <p>DP 919 is a plan of subdivision of Waimakariri Harbour Board Reserves, Kaiapoi and confirms the fixed boundary of the river embankment right lined, fixed by the location of each of the two bearing pegs with a distance noted between them. The riparian interests are rebutted by the right lining the embankment boundary.</p>
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2	Lot 1 DP 45066	<p><b>CB25A/1256 issued 5 August 1983</b></p> <p>862 square meters more or less held for the purpose of Trust for harbour purposes. Registered Owners noted as Waimakariri District Council. Interests include subject to the Waimakariri Harbour Act 1946.</p> <p>The Waimakariri Harbour Act 1946, Section 6 – Vesting of property generally. All property real and personal belonging to the Board is hereby vested in the Corporation for the estate or interest of the Board provided it shall be held subject to the provisions of the Act, in trust for harbour purposes.</p> <p>Instrument No. 12056263.1 registered on 9 March 2023 records the subject land recorded in Schedule 3 to be vested in Waimakariri District Council by virtue of section 77(1) of the Local Government (Canterbury Region) Reorganisation Order 1989, Gazette 1989, p 2296 giving effect to a final reorganisation, the rights, powers and interests (the within land and others) formerly in favour of the Kaiapoi Borough Council to be vested in the Waimakariri District Council.</p> <p><b>DP 45066 – approved by the Chief Surveyor dated 20 August 1982</b></p> <p>Confirms the fixed boundary of the river embankment right lined, fixed by the location of each of the two pegs. The intention of these pegs is to rebut riparian interests, so the boundary is not moveable.</p> <p><b>DP 972</b> – notes there to be a foot bridge, which exists today and connects with this section on the true left side of the river.</p>
3	Lot 5 and 6 DP 919	<p><b>CB524/83 issued 1 November 1949</b></p> <p>2860 square metres more or less, held by the Waimakariri District Council.</p> <p><b>CB449/70 issued 10 December 1936</b></p> <p>Registered owners noted as The Waimakariri Harbour Board. Cancelled and CB 524/83 issued for Lots 5, 6, 7, 7A, 10, 11, 12, 13 and 14 DP 919.</p> <p><b>CB136/58 issued 18 January 1889</b></p> <p>Certificate issued in lieu of grant, to Waimakariri Harbour Board containing parcels numbers 1 – 4 on DP 972 which contained the within land being Lot 4, cancelled and CB449/70 issued.</p>

		<p>Certificate issued in lieu of grant, to Waimakariri Harbour Board containing parcels numbers 1 – 4 on DP 972 (cancelled), the within land being part of the land contained with other land within Lot 3 on DP 972, cancelled and CB449/70 issued.</p> <p><b>Warrant No.183 Volume 3C dated 26 November 1888</b></p> <p>Certificate of title CB136/58 issued under the Land Transfer Act Amendment Act 1880. Pursuant to section 33 of the Waimakariri Harbour Act 1876, vests Lots 1-4 DP 919 in the Waimakariri Harbour Board in trust for Waimakariri Harbour Board purposes. The Waimakariri Harbour Act 1876 was an act to constitute a Harbour Board for the Port of Waimakariri.</p> <p>Warrant No. 183 Vol 3.C</p> <p><b>DP 919 – approved by the Chief Surveyor dated 9 May 1889</b></p> <p>DP 919 is a plan of subdivision of Waimakariri Harbour Board Reserves, Kaiapoi and confirms the fixed boundary of the river embankment right lined, fixed by the location of each of the two bearing pegs with a distance noted between them. The riparian interests, are rebutted by the right lining the embankment boundary.</p>
4	Lot 17 DP 919	<p><b>CB21/A issued 12 February 1980</b></p> <p>404 square meters more or less. Registered Owners noted as 137 Williams Street Limited.</p> <p><b>Prior reference CB158/116 dated 6<sup>th</sup> August 1894</b> being a certificate in lieu of Grant, under warrant of his excellency the Governor, in exercise of the powers enabling him in that behalf, witness that The Mayor Councillors and Burgesses of the Borough of Kaiapoi an seised of an estate in fee-simple, which said land is in the said warrant expressed to have been originally acquired by the said Mayor Councillors and Burgesses as from September 1895, under the Kaiapoi Borough Council Vesting Act 1893 cancelled and CB 21A/8 issued</p> <p><b>Warrant No.76 Vol 4C – dated 25 April 1894</b></p> <p>Certificate of title CB158/116 issued under the Land Transfer Act 1885 for land containing 16 perches. The land described in Schedule A of the Act was vested pursuant to The Kaiapoi Borough Council Vesting Act</p>

		<p>1893, to The Mayor Councillors and Burgesses of the Borough of Kaiapoi.</p> <p><b>The Kaiapoi Borough Council Vesting Act 1893</b></p> <p>The Kaiapoi Borough Council Vesting Act was an act to vest certain lands at Kaiapoi, in the Provincial district of Canterbury in the Mayor, Councillors and Burgesses of the Borough of Kaiapoi. Whereas the land described in Schedules A and B hereto, being portions of the foreshore of the Waimakariri River, was formerly vested in the Waimakariri Harbour Board: And whereas the said board has conceded to the corporation of the borough of Kaiapoi all its rights to the said lands; and it is expedient that the lands as aforesaid be vested in the Council.</p> <p>Schedule A records the subject land containing 16 perches as cited in the Warrant document.</p> <p><b>DP 919 – approved by the Chief Surveyor dated 9 May 1889</b></p> <p>Lot 17 was added to this plan on 24 September 1963.</p> <p>DP 919 is a plan of subdivision of Waimakariri Harbour Board Reserves, Kaiapoi and confirms the fixed boundary of the river embankment right lined, fixed by the location of each of the two bearing pegs with a distance noted between them. The riparian interests, are rebutted by the right lining the embankment boundary.</p>
<b>True Right</b>		
5	Lot 12 DP 1280	<p><b>CB524/82 issued 1 November 1949</b></p> <p>1846 square metres more or less held for the purpose of reserve for a serviceman's monument and memorial garden. The registered owner is noted as Waimakariri District Council.</p> <p><b>Waimakariri Harbour Act 1946</b></p> <p>The purpose of the Waimakariri Harbour Act 1946 was to provide for the dissolution of the Waimakariri Harbour Board and transfer of the functions of the said Board to the Kaiapoi Borough Council with certain incidental provisions made.</p> <p>Section 7 vests certain lands as reserves with section (2) vesting the land described in Schedule 2 in the</p>

		<p>Corporation as a reserve for a servicemen's monument and memorial garden.</p> <p>The subject land is described as being all that parcel of land situated in the Borough of Kaiapoi containing by admeasurement one rood thirty-three perches (0 acres 1 rood 33 perches), being Lot 12, Deposit Plan 1280, and being part of the land comprised in certificate of title, Volume 172, folio 294, Canterbury Land Registry.</p> <p><b>Prior reference CB172/294 – dated 15 April 1897</b></p> <p>Certificate in lieu of grant The Waimakariri Harbour Board seized of an estate in fee simple (subject to such reservations, restrictions, encumbrances, liens, and interests as are notified by memorial under written or indorsed hereon; subject also to any existing right of the Crown or of the Kaiapoi Borough Council to take and lay off roads under any Act or General Assembly of New Zealand) the land bordered red, be the several admeasurements a little more or less originally acquired by the said Board from 12<sup>th</sup> October 1896 under The Waimakariri Harbour Board Land Act 1896 being all that parcel of land containing together fourteen acres, three roods, eight perches in the Borough of Kaiapoi comprising Reserve No 1102 at the base of rural section 321 and parts of the foreshore between the River Waimakariri and Rural sections 320 and 321 and shown as Lots 7 to 13 inclusive on the plan deposited in the Land Registry Office No 1280.</p> <p>Cancelled as to Lot 12 DP 1280 and Certificate of Title CB524/82 issued.</p> <p><b>DP 1280</b></p> <p>Survey completed under The Land Act 1948 (171), being issue of record of title where fee simple of several leases acquired; and amalgamation of leases and being a plan of Harbor Reserves (the property of the Waimakariri Harbor Board).</p> <p>Lot 12 is shaded pink as a reserve and the boundary of Lot 12 adjoining the Kaiapoi river is irregular and shows the high-water mark edged black with river shown in blue wash. The western boundary of Lot 12 is shown along Raven Quay, marked "Embankment".</p>
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6	Lot 13 DP 1280	<p><b>CB524/86 issued 31 October 1949</b></p> <p>Held with other land for the purpose of in trust for Harbour purposes. The listed owner is Waimakariri District Council, held subject to the Waimakariri Harbour Act 1946.</p> <p><b>Prior reference CB172/294 – dated 15 April 1897</b></p> <p>Certificate in lieu of grant The Waimakariri Harbour Board seized of an estate in fee simple (subject to such reservations, restrictions, encumbrances, liens, and interests as are notified by memorial under written or indorsed hereon; subject also to any existing right of the Crown or of the Kaiapoi Borough Council to take and lay off roads under any Act or General Assembly of New Zealand) the land bordered red, be the several admeasurements a little more or less originally acquired by the said Board from 12<sup>th</sup> October 1896 under The Waimakariri Harbour Board Land Act 1896 being all that parcel of land containing together fourteen acres, three roods, eight perches in the Borough of Kaiapoi comprising Reserve No 1102 at the base of rural section 321 and parts of the foreshore between the River Waimakariri and Rural sections 320 and 321 and shown as Lots 7 to 13 inclusive on the plan deposited in the Land Registry Office No 1280.</p> <p>Cancelled as to the balance and Certificate of Title CB524/86 issued.</p> <p><b>Lot 13 on DP 1280 approved by the Chief Surveyor dated 29 March 1897</b></p> <p>Survey completed under The Land Act 1948 (171), being issue of record of title where fee simple of several leases acquired; and amalgamation of leases and being a plan of Harbor Reserves (the property of the Waimakariri Harbor Board).</p> <p>Lot 13 is shaded pink as a reserve and the boundary of Lot 13 adjoining the Kaiapoi river is irregular and shows the high-water mark edged black with river shown in blue wash, additionally there is reference to a bridge shown leading out to the river. The western boundary of Lot 13 is shown along Raven Quay, marked "Embankment".</p>
7	Lot 11 DP 1280	<p><b>CB524/86 issued 1 November 1949</b></p> <p>Held with other land, Lot 10, 11 and 13 DP 1280, for the purpose of in trust for Harbour purposes. The listed</p>

		<p>owner is Waimakariri District Council, held subject to the Waimakariri Harbour Act 1946.</p> <p><b>Prior reference CB172/294 – dated 15 April 1897</b></p> <p>Certificate in lieu of grant The Waimakariri Harbour Board seized of an estate in fee simple (subject to such reservations, restrictions, encumbrances, liens, and interests as are notified by memorial under written or indorsed hereon; subject also to any existing right of the Crown or of the Kaiapoi Borough Council to take and lay off roads under any Act or General Assembly of New Zealand) the land bordered red, be the several admeasurements a little more or less originally acquired by the said Board from 12<sup>th</sup> October 1896 under The Waimakariri Harbour Board Land Act 1896 being all that parcel of land containing together fourteen acres, three roods, eight perches in the Borough of Kaiapoi comprising Reserve No 1102 at the base of rural section 321 and parts of the foreshore between the River Waimakariri and Rural sections 320 and 321 and shown as Lots 7 to 13 inclusive on the plan deposited in the Land Registry Office No 1280.</p> <p>Cancelled as to the balance and Certificate of Title CB524/86 issued.</p> <p><b>DP 1280 approved 29 March 1897</b></p> <p>Survey completed under The Land Act 1948 (171), being issue of record of title where fee simple of several leases acquired; and amalgamation of leases and being a plan of Harbor Reserves (the property of the Waimakariri Harbor Board).</p> <p>Lot 11 is shaded pink as a reserve and the boundary of Lot 11 adjoining the Kaiapoi river is irregular and shows the high-water mark edged black with river shown in blue wash. The western boundary of Lot 11 is shown along Raven Quay, marked “Embankment”.</p>
8	RS 39186	<p><b>CB6B/569 issued 18 July 1966</b></p> <p>Rural Section 39186 comprising 1998 square metres more or less held for the purpose of Public Reserve by Waimakariri District Council and subject to section 190(3) Municipal Corporations Act 1954.</p> <p><b>Section 190(3) of the Municipal Corporations Act 1954</b></p> <p>Where Council may sell land not required for Street. Section 3 states “Where any street along the bank of a</p>

	<p>river or along the margin of any lake or of the sea, or any portion of any such street, is stopped or diminished in width, the land which thereby ceases to be street shall become a public reserve vested in the Corporation, and shall not be used for any other purpose of public convenience or utility or disposed of without the consent of the Minister of Lands, who in his discretion may refuse his consent or give his consent subject to such conditions as he thinks fit.</p> <p><b>Prior Reference Notice 683672</b></p> <p>Letter dated 7 June 1966 to stop the street along Kaiapoi River marked green on SO 10560, pursuant to the provisions of Section 170 (4) (h) of the Municipal Corporations Act 1954 and the Sixth Schedule from 1 June 1966. The three areas adjoining the area marked green have been allotted Rural Section numbers 39020, 39021 and 39022 with the subject land being retained by the Kaiapoi Borough for access along the river.</p> <p><b>Section 170 (4)(h) of the Municipal Corporations Act 1954</b></p> <p>(4) The Council shall have power in respect of every street to do the following things: (h) to stop any street or part of a street in the manner and upon the conditions set out in the Sixth Schedule to this Act:</p> <p><b>SO 10560 dated 8 December 1965</b></p> <p>Plan created to stop the road referred to above pursuant to section 170 (4) (h) of the Municipal Corporations Act 1954 and the sixth schedule thereto as from 1 June 1966.</p> <p><b>Red Map -RM 58</b></p> <p>Dated 1965 viewed from archive collections for Kaiapoi District showing road adjoining river as being road marked burnt sienna, adjoining the river on RS321.</p> <p><b>Crown Grant for RS321 – T64 dated 5 May 1853</b></p> <p>The Crown Grant for RS321 shows the reserve street (referred to as North Branch) marked on the plan, coloured burnt sienna, automatically creating road as being legal road and the river marked blue wash confirming this to be crown. The crown grant describes the section of 321 that abuts the legal road to be “Northerly at a right angel eighty-eight and a half</p>
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		chains to the road reserved along the south bank of the old course of the river "Courtenay".
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Our Ref Waimakariri District Alcohol Control Bylaw 2025

7/10/2025

Nadeesha Thenuwara Acharige  
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Dear Nadeesha

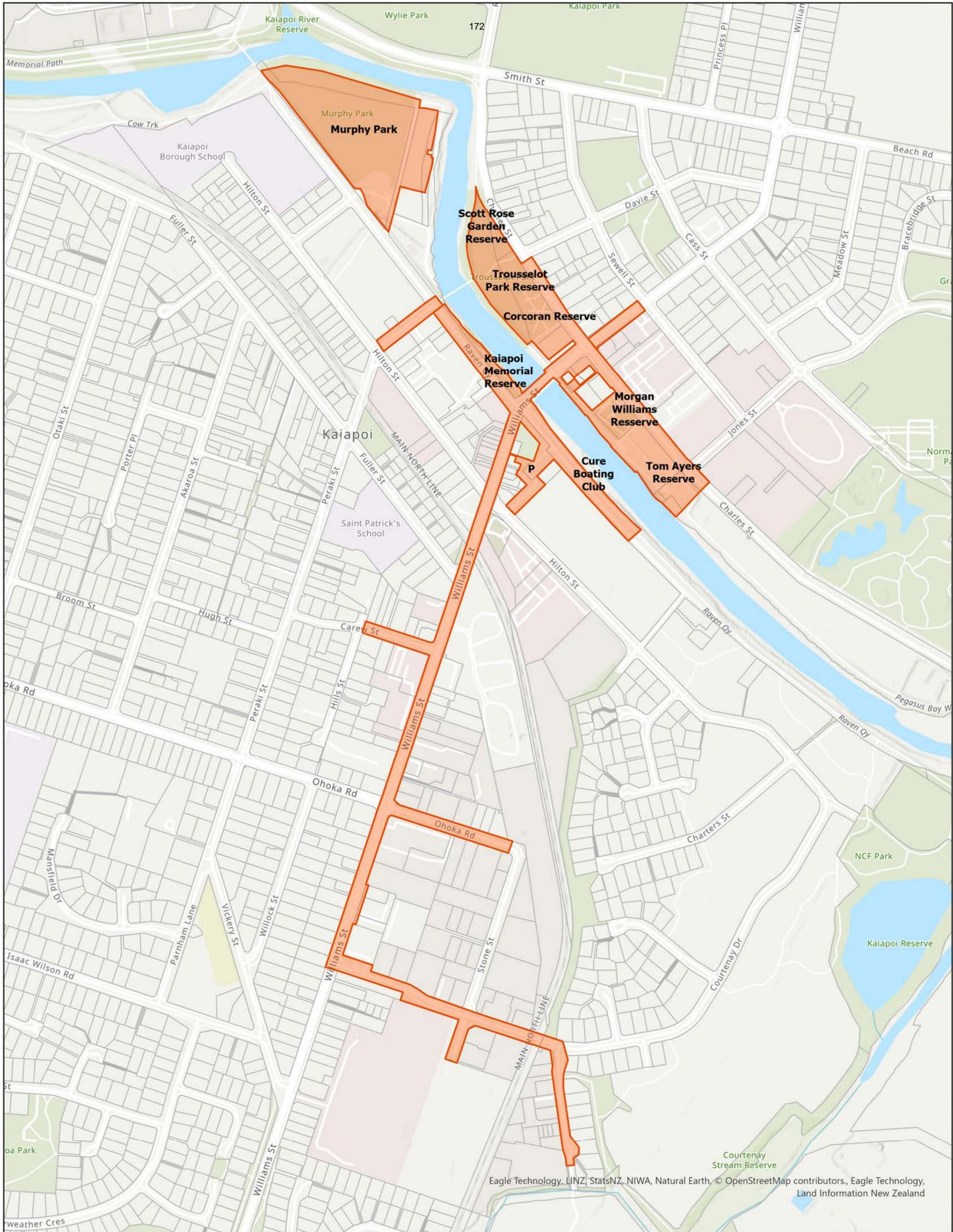
**Approval to Extend Alcohol Ban to Crown Land Adjacent to Trousselot Park and Scott Rose Garden, Kaiapoi**

- Please be advised that Toitū te Whenua, Land Information New Zealand (LINZ) approves the request to extend the alcohol ban area as laid out on page 12 of the Waimakariri District Alcohol Control Bylaw 2025 on to the crown lands administered by LINZ adjacent to Trousselot Park and Scott Rose Garden.

Yours sincerely



Mark Hayden  
Senior Customer Regulatory Specialist



# Alcohol Ban Areas: : Kaiapoi

Date: 26/01/2026

Original Size: A3



**DISCLAIMER**

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**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR INFORMATION**

**FILE NO and TRIM NO:** Byl-01 / 260108002452

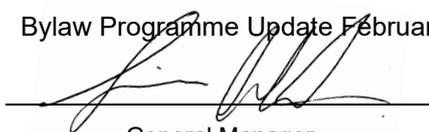
**REPORT TO:** COUNCIL

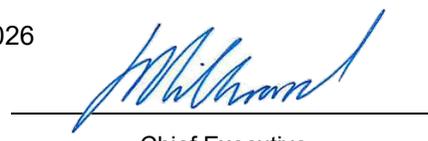
**DATE OF MEETING:** 3 February 2026

**AUTHOR(S):** Sylvia Docherty, Strategy and Business Manager

**SUBJECT:** Bylaw Programme Update February 2026

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

  
General Manager

  
Chief Executive

**1. SUMMARY**

- 1.1. This report provides the Council with an update of the current review and feasibility programme for the Waimakariri District Council Bylaws.
- 1.2. Bylaws are local rules made by the Council to help shape how residents and visitors live, work and enjoy our District. They are designed to keep our communities safe, healthy and well managed.
- 1.3. Most bylaws are made under the *Local Government Act 2002*. Other acts, such as the *Land Transport Act 1998* and the *Health Act 1956*, also give councils powers to make bylaws.
- 1.4. Legislation in the *Local Government Act 2002* provides compliance requirements for making and reviewing Bylaws.
- 1.5. The Council has 14 active Bylaws. Staff are currently working on 6 of these Bylaws:

<b>Name of Bylaw</b>	<b>Status</b>
Parking Bylaw 2019	New Draft Traffic and Parking Bylaw report to Council on 3 February 2026 for consultation
Alcohol Control Bylaw 2025	A minor amendment reported to Council on 3 February 2026 for decision
Property Maintenance Bylaw 2020	Workshop on review findings with DPR Committee on 10 February 2026 for feedback
Stock Movement Bylaw 2020	Updated Draft Bylaw will be reported to the Council meeting on 3 March 2026 for consultation
Wastewater Bylaw 2015	Review findings reported to Council August 2025 Two new bylaws are in development. Likely first in New Zealand under new legislation.
Signage Bylaw 2019	Review findings reported to Council June 2025 Progressing an updated draft bylaw is paused pending outcome of Public Places Bylaw feasibility assessment.
Solid Waste & Waste Handling Licensing Bylaw 2016	Review expected to take place this year

Commercial Charity Bylaw 2017	Review due 2027
Stockwater Race Bylaw 2022	Review due 2027
Water Supply Bylaw 2018	Review required no later than 26 August 2027
Vehicle Crossing Bylaw 2019	Review due 2029
Dog Control Bylaw 2019	Review due 2029
Stormwater Drainage & Watercourse Protection Bylaw 2024	Review due 2029
Northern Pegasus Bay Bylaw 2025	Review due 2030

## 2. **RECOMMENDATION**

**THAT** the Council:

- (a) **Receives** Report No. 260108002452.
- (b) **Notes** work on the Bylaw Programme currently includes the following Bylaws:
  - i. New Traffic and Parking Bylaw – report to Council 3 February 2026
  - ii. Updated Stock Movement Bylaw – report to Council 3 March 2026
  - iii. New Commercial Wastewater Bylaw – expected mid-2026
  - iv. New Residential Wastewater Bylaw – expected mid-2026
  - v. Review of Property Maintenance Bylaw – workshop with District Planning and Regulations Committee 10 February 2026
  - vi. Minor amendment to the Alcohol Control Bylaw 2025 – report to Council 3 February 2026
- (c) **Notes** feasibility studies are underway for possible Bylaws related to animal control, freedom camping and public spaces.
- (d) **Notes** staff will report to Council on the progress or feasibility of each Bylaw separately.
- (e) **Circulates** this report to Community Boards for information.

## 3. **BACKGROUND**

- 3.1. Bylaws are laws made by the Council to address specific issues in the District. Bylaws can be introduced to regulate activities to:
  - Protect public health and safety.
  - Maintain public order.
  - Manage land, infrastructure, and services.
  - Reflect community values and expectations.
- 3.2. Section 155 of the *Local Government Act 2002* (LGA) sets out the process for making bylaws. It requires councils to assess whether a bylaw is the most appropriate way to address the identified issue, whether the proposed bylaw is in the most suitable form, and whether it is consistent with the *New Zealand Bill of Rights Act 1990*.

- 3.3. Section 158 of the LGA requires that bylaws must be reviewed no later than five years after the date on which the bylaw was made. Should that date not be met then the bylaw is automatically revoked 2 years after the 5-year deadline i.e. 7 years after the date on which the bylaw was made. It is possible to prepare and adopt a new bylaw during that 2-year period.
- 3.4. National and regional networks for local government staff working on Bylaws are available to share good practice, processes and templates and connect on similar Bylaw topics. Many Councils are frequently working on similar issues, for example freedom camping, with the point of difference that they apply the local community context that can lead to different outcomes.
- 3.5. Following the adoption of a new bylaw it is intended that Strategy and Business staff will work with other units in the organisation to support the education, implementation and enforcement of the bylaw.

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

- 4.1. This report is for information only. Each bylaw review or feasibility will include in-depth analysis of issues and options to support Council decision-making.
- 4.2. The Water Supply Bylaw 2018 is required under the Local Government (Water Services) Act 2025 to be reviewed within 2 years of the Act coming into force, i.e. the review to be completed by 26 August 2027.
- 4.3. Staff assess the effectiveness of Council bylaws with the following approach:
  - 4.3.1. Outline of the current bylaw – including perceived issue, the objective(s), scope and enforcement.
  - 4.3.2. Bylaw impact analysis – assess the approach to Bylaw rule compliance e.g. education, enforcement etc.
  - 4.3.3. Assessment of current perceived problem – what evidence is available to define the problem and has it changed since the bylaw was adopted.
  - 4.3.4. Effectiveness of the bylaw – including awareness, compliance, implementation, evidence and unintended consequences.
  - 4.3.5. Identify whether the bylaw is still the best way to address the problem – there is no other rule in place that would provide the same result.
- 4.4. Bylaw reviews have four options following a review:
  - 4.4.1. Option1 – Retain the status quo
  - 4.4.2. Option 2 – Amend the current bylaw
  - 4.4.3. Option 3 – Replace the current bylaw
  - 4.4.4. Option 4 – Revoke the current bylaw and not replace
- 4.5. Staff will provide a recommendation on the four options based on the outcome of the review.

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

There are implications on community wellbeing by the issues and options that are the subject matter of this report. Each bylaw-related project will consider implications for community wellbeing as part of the review or feasibility process.

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

## 5. **COMMUNITY VIEWS**

### 5.1. **Mana whenua**

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

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

There are not 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.

Generally, staff will consider community implications as they assess the perceived problem(s) the bylaw seeks to address, the effectiveness of the bylaw and any unintended consequences that result from the bylaw.

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

### 6.1. **Financial Implications**

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

This budget is included in the Annual Plan/Long Term Plan. Bylaws reviews are undertaken as part of the Strategy and Business BAU work programme.

### 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 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*

### 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**

7.4.1. The Council has the authority to make decisions in relation to the setting of Bylaws.

7.4.2 The Council delegates the administration of Council bylaws to the appropriate Committee.



**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR INFORMATION**

**FILE NO and TRIM NO:** EXC-57 / 260120009124

**REPORT TO:** COUNCIL

**DATE OF MEETING:** 3<sup>rd</sup> February 2026

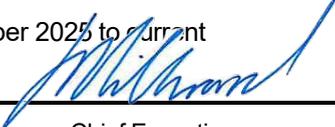
**AUTHOR(S):** Jeff Millward – Chief Executive

**SUBJECT:** Health, Safety and Wellbeing Report – December 2025 to current

**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 December 2025 and January 2026. The dashboard reporting in the appendices cover trends between December 2025 and January 2026.
- 1.2. There were 8 incidents which occurred from mid-December 2025 and mid-January 2026 which resulted in 0 hours lost time to the organisation. Flamingo Scooter did not report any incidents within this period. Rangiora Airfield did not report any incidents within this period.

**Attachments:**

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

**2. Recommendation**

**THAT** the Council:

- (a) **Receives** Report No 260120009124
- (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 Officers of the Waimakariri District Council.

### 4. **Issues and Options**

#### 4.1. Incidents, Accidents & Hazards

- 4.1.1. Mid-December 2025 to mid- January 2026 shows an increase in various Adverse Interaction compared to late 2025
- 4.1.2. The injury reported is minor and a result of a day-to-day task. Members of the public have also been included in this report.
- 4.1.3. Adverse Interactions have consisted of threatening behaviour from members of the public. These have been notified to the police. We continue to involve the Police as necessary to ensure the safety and wellbeing of our staff.
- 4.1.4. Rangiora Airfield did not report any incidents for this period.
- 4.1.5. No Flamingo Scooter incidents for this reporting period
- 4.1.6. All incidents are either closed with mitigations or currently under investigation. Key learnings have been shared with teams. Reporting of all incident occurrences has been consistent with staff and incident information has been thorough. Communication with contractors and members of the public where applicable.

### 5. **Implications for Community Wellbeing**

- 5.1.1. There are no implications for community wellbeing by the issues and options that are the subject matter of this report.
- 5.1.2. The Management Team has reviewed this report and support the recommendations.

### 6. **Community Views**

- 6.1.1. **Mana whenua**  
Te Ngāi Tūāhuriri hapū are not likely to be affected by or have an interest in the subject matter of this report.
- 6.1.2. **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.

### 6.1.3. **Wider Community**

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

## 7. **Other Implications and Risk Management**

### 7.1. Financial Implications

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

### 7.2. Sustainability and Climate Change Impacts

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

### 7.3. 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.

### 7.4. 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.

## 8. **Context**

### 8.1. Consistency with Policy

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

### 8.2. 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.

### 8.3. 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.

#### 8.4. Authorising Delegations

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

**Appendix A  
WDC Incident Reports**

Date	Event Description	Incident Type	Person Type	Outcome & Response
17/12/2025	A bird flew into the front of a work vehicle causing a small amount of damage. The collision caused minor damage to the front righthand side of the vehicle.	Property/Vehicle Damage	Employee	No repairs required.
19/12/2025	Staff had difficulty rousing a rough sleeping member of the public who fell asleep in the Library.	Adverse Interaction	Member of the Public	They were eventually able to wake them and left with no issues just after closing in the evening.
7/01/2026	A member of the public had an epileptic seizure in the public toilet. A staff member found them on the floor.	Medical/Illness	Member of the Public	An ambulance was called and the person was treated.
12/01/2026	Assault at Cust Domain. An event organiser was on site at the domain when a freedom camper verbally and physically abused them	Adverse Interaction	Contractor	Police were contacted. A trespass notice was issued. No medical attention was needed.
13/01/2026	A member of the public was asked to leave the Library after being warned about vaping in the children area and then behaving in a threatening manner to the member of the public who had informed staff about them.	Adverse Interaction	Member of the public	The member of the public verbally abused the staff. Police then walked into the library as they had already been looking for this individual and issued them with a trespass notice.
19/01/2026	A staff member strained their lower back when crossing a ditch to collect a device.	Injury	Employee	Not medical attention needed. Staff to be more aware of their surroundings.
19/01/2026	Unusual behaviour at the Library by a member of the public. They entered public meeting space a drew an explicit image on the whiteboard with a marker.	Other	Member of the public	Police were notified and a trespass notice was issued immediately.
20/01/2026	A staff member received a phone call with indirect threat due to a service request. The member of the public made verbal threats.	Adverse Interaction	Employee	Police have been notified via a 105 report.

**Airfield Incident Reports – Nil to report this month**

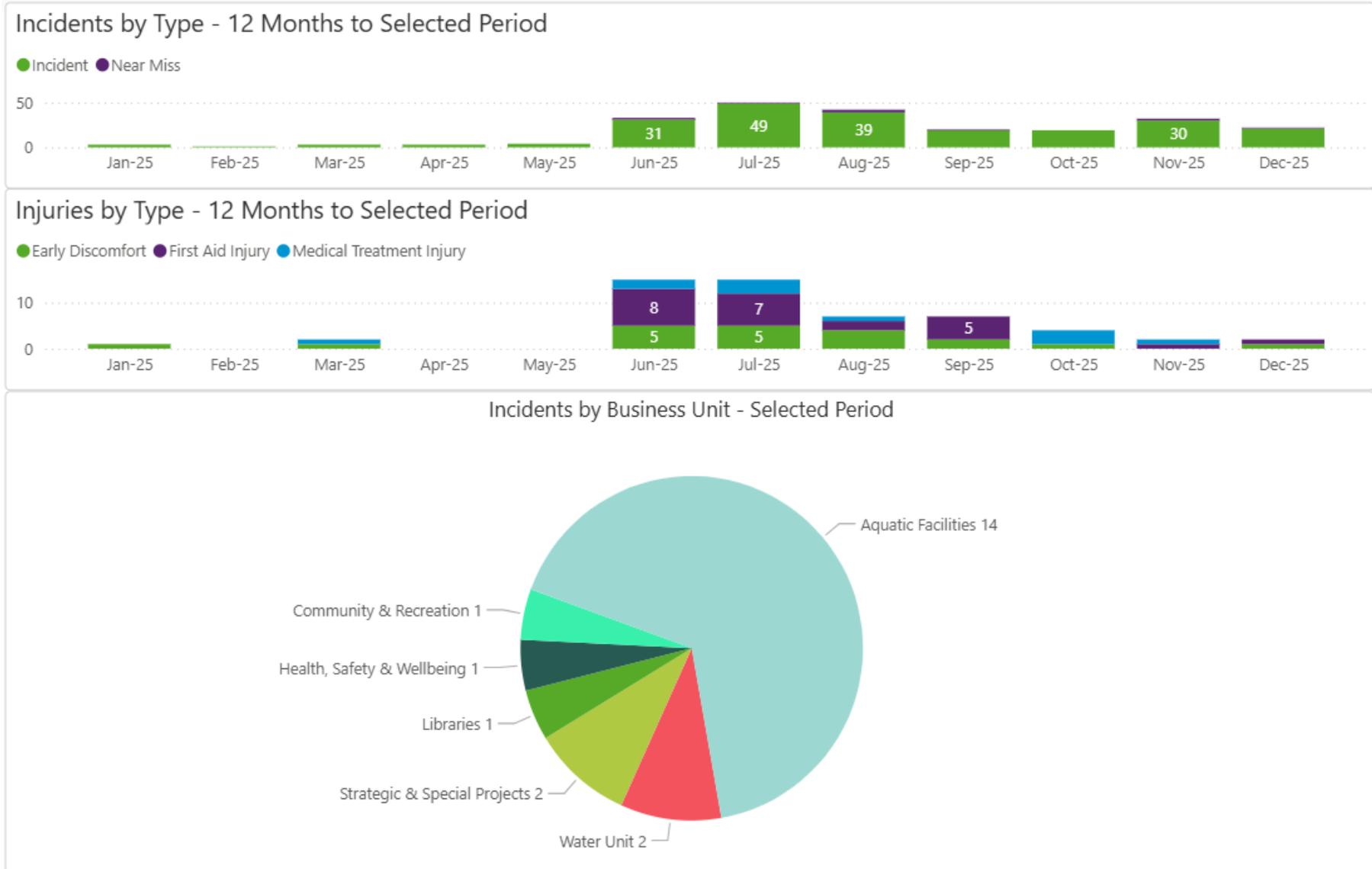
**Flamingo Scooter Incident Reports: Nil to report this month.**

<b>Inspections (Workplace Walkarounds)</b>	<ul style="list-style-type: none"> <li>• Workplace Walkarounds completed December 2025</li> <li>• First Aid Kit Checks due February 2026</li> </ul>
<b>Training Delivered</b>	<ul style="list-style-type: none"> <li>• Height Safety Intermediate Refresher 19 November 2025 (3 staff)</li> <li>• Height Safety Intermediate Full 18 &amp; 19 November 2025 (1 staff)</li> <li>• Confined Space &amp; Atmospheric Testing Full 20 &amp; 21 November (1 staff)</li> <li>• Confined Space &amp; Atmospheric Testing Refresher 21 November (1 staff)</li> <li>• Height Safety Refresher 24 November 2025 (3 staff)</li> <li>• Pool Lifeguard Practicing Certificate November 2025 - January 2026 (4 aquatics staff)</li> </ul>
<b>Scheduled Training</b>	<ul style="list-style-type: none"> <li>• First Aid Training 12 February 2026 (up to 25 staff)</li> <li>• Fire Extinguisher Training 24 &amp; 25 February 2026 (28 staff)</li> <li>• 4WD Driver Training 13 February &amp; 11 March 2026 (16 staff)</li> <li>• Advanced Driver Safety Training 17 February 2026 (5-8 staff)</li> <li>• TDDA Drug &amp; Alcohol Training 5 March 2026 (up to 24 staff)</li> </ul>

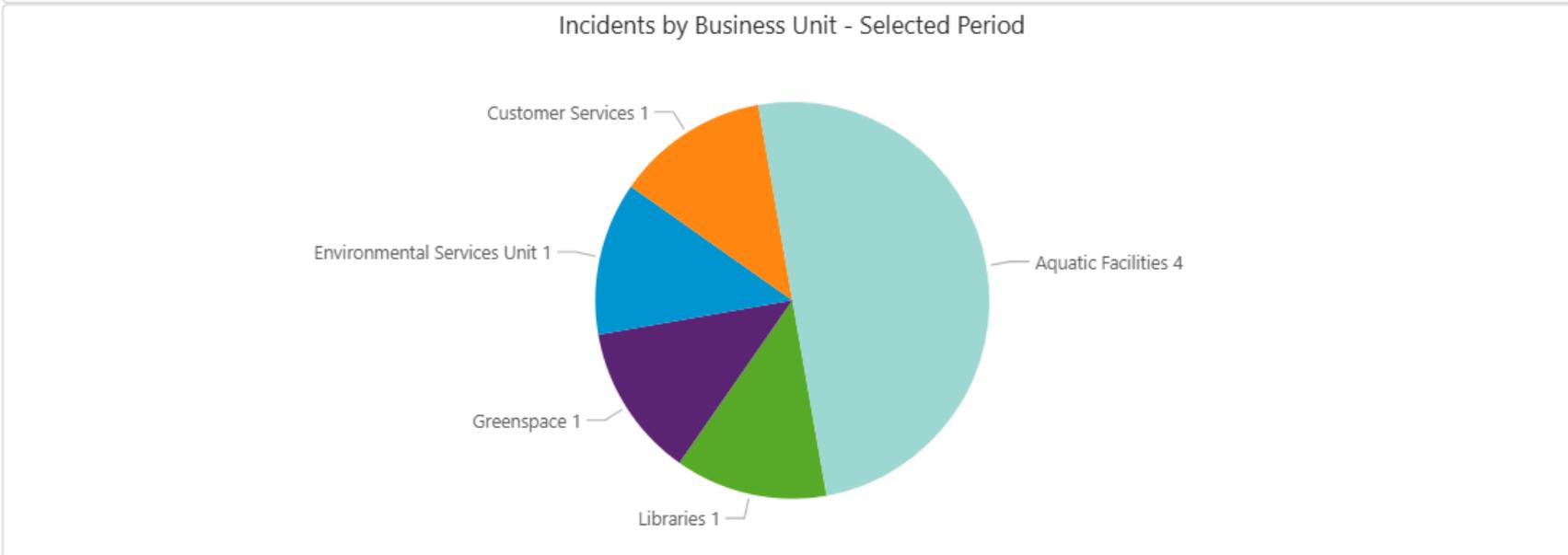
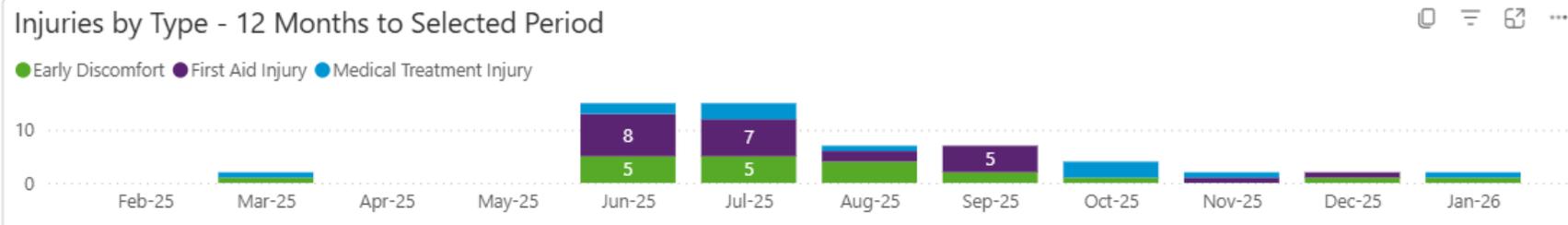
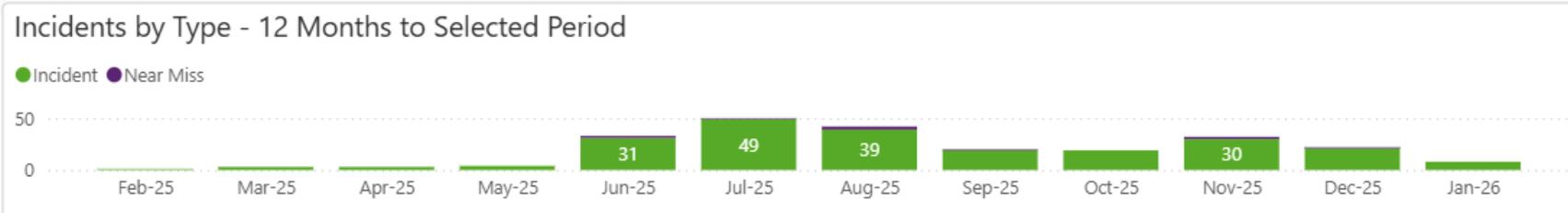
**Appendix B**

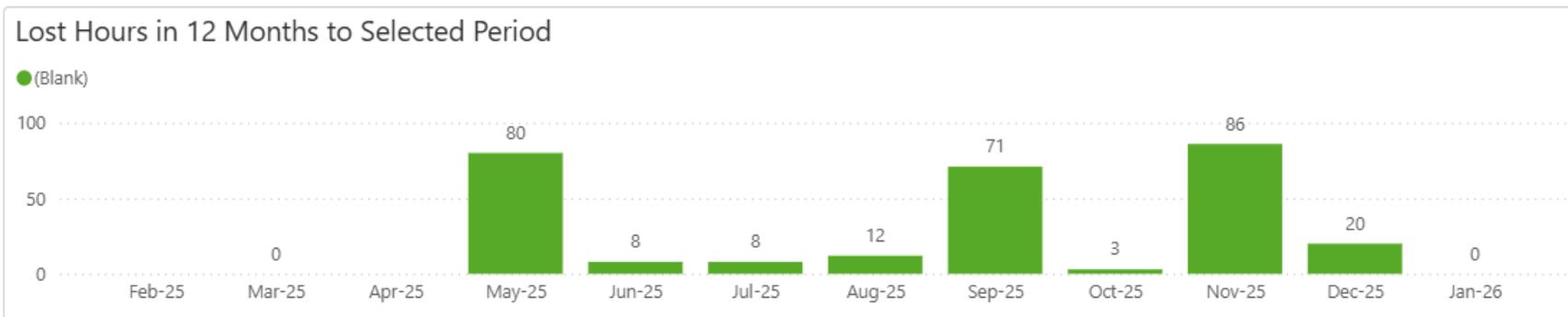
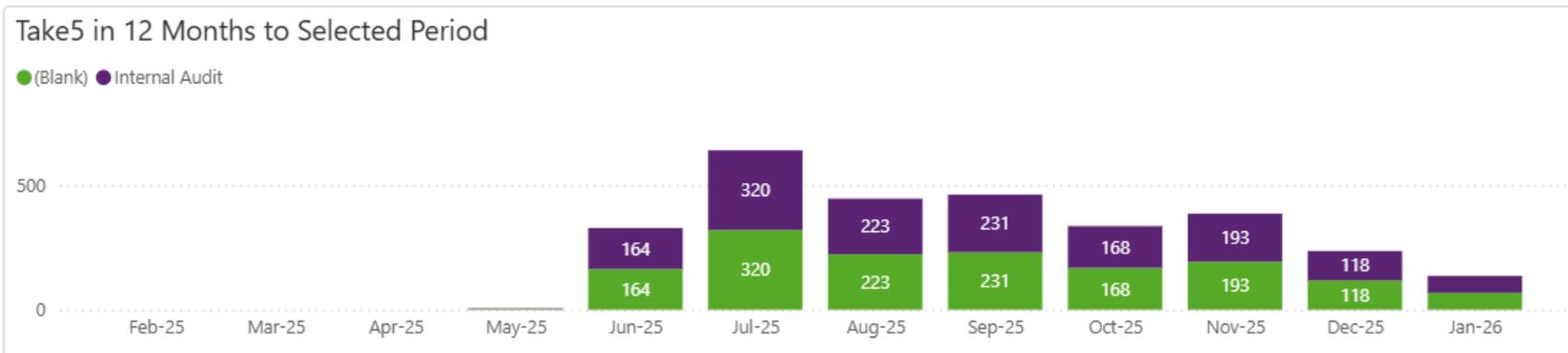
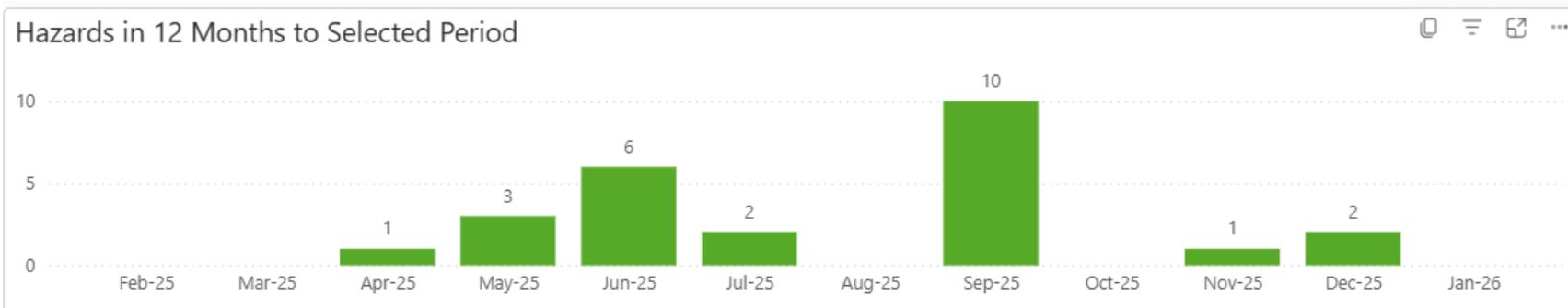
(All graphs in Appendix B show information recorded in the new Health and Safety Management System to date)

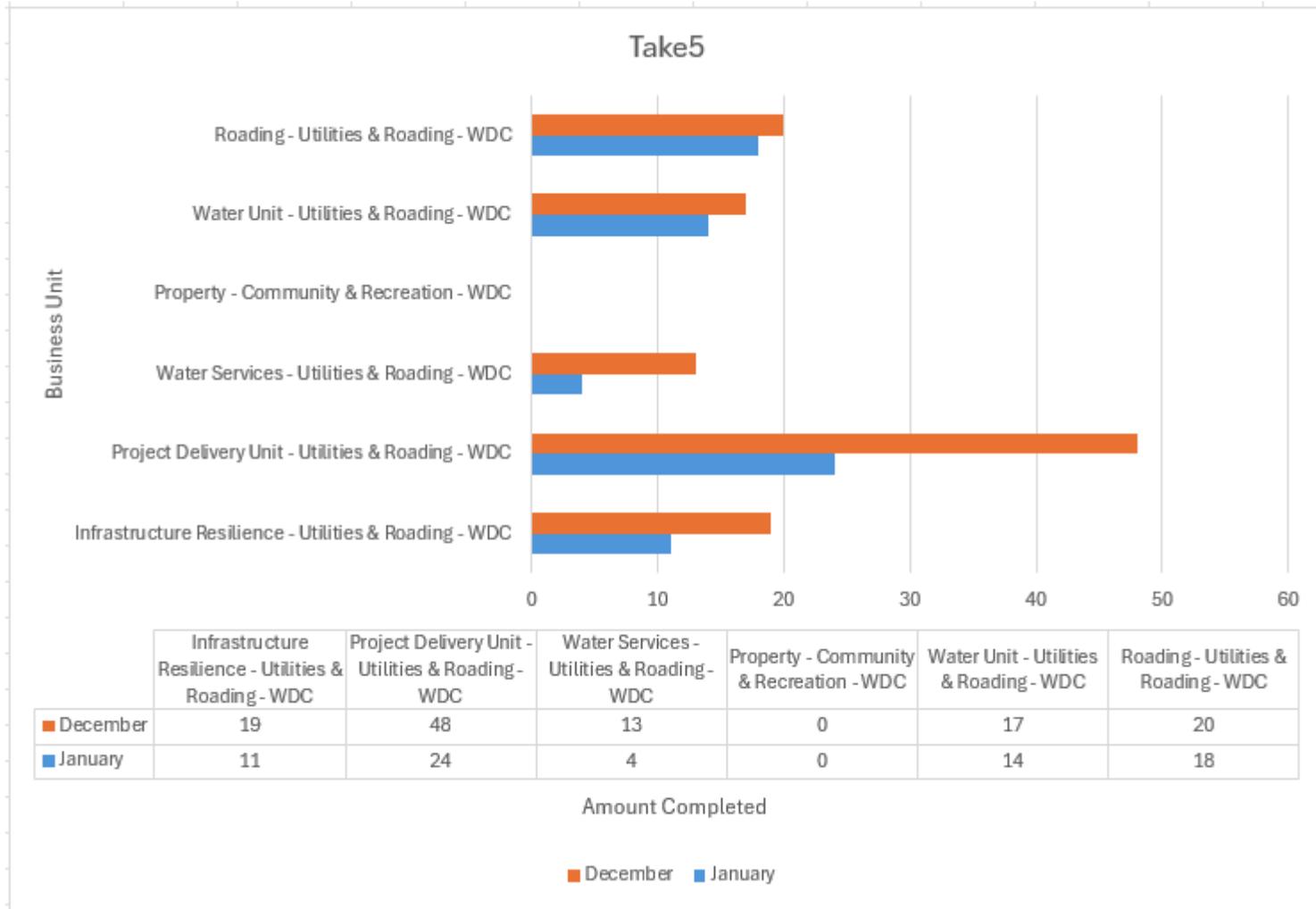
**December 2025:**



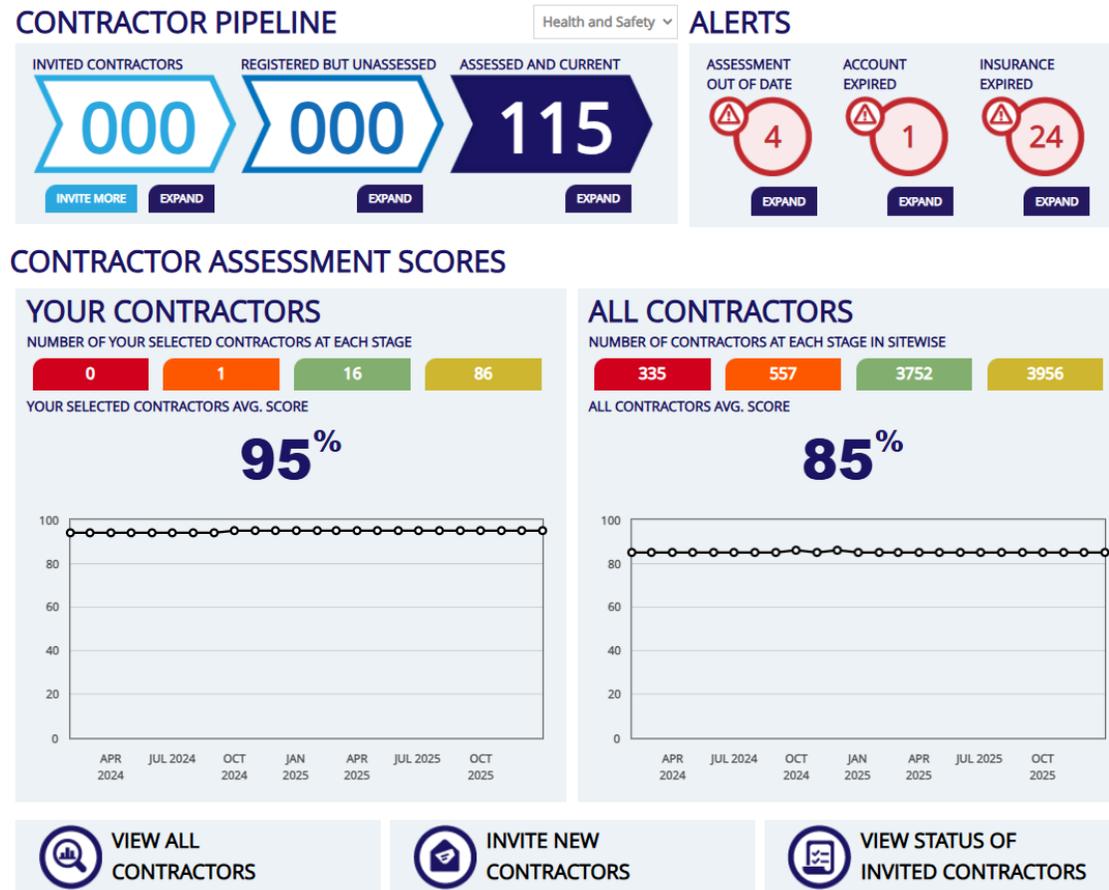
**Current month – January 2026:**







Appendix C



Sitewise assessment grading below:



Above is the current status of our preferred contractor database 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.

“INVITED CONTRACTORS” is referring to the number of new contractors we have invited and as preferred this past month. “REGISTERED BUT UNASSESSED” is referring to the contractors that have applied to SiteWise but have not submitted documentation for assessment yet.



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# LGNZ four-monthly report for member councils

// July-December 2025\*





## Contents

This report summarises LGNZ’s work on behalf of member councils and is produced three times a year. It’s structured around LGNZ’s purpose: to serve local government by **championing**, **connecting** and **supporting** members.

Please put this report on the agenda for your next council meeting so that all councillors can review it and provide feedback. National Council and LGNZ Leadership Team members are very happy to join council meetings online to discuss the report or any aspect of it – just let us know.

This report complements our regular communication channels, including *Keeping it Local* (our fortnightly e-newsletter), providing a more in-depth look at what we do.

\*This report covers just over five months, from July to mid December inclusive, to include all the post-election induction period and pre-Christmas reform announcements. The next report will cover December-March.

<b>Introduction .....</b>	<b>4</b>
<b>Champion .....</b>	<b>6</b>
Government relations .....	6
Media .....	6
Local government structure.....	7
Rates capping .....	7
Local government funding and financing .....	8
Regional deals .....	10
Water services reform .....	10
Resource management reform .....	10
Transport.....	11
Climate change.....	12
Other policy issues .....	12
Advocacy priorities.....	13
<b>Connect .....</b>	<b>14</b>
SuperLocal25.....	14
SuperLocal26.....	14
2026 events calendar and forward planning .....	14
Engagement at Zone meetings .....	14
Sector meetings .....	15
Upcoming February All-of-local-government and sector meetings .....	16




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Elections 2025 .....	16
Te Maruata.....	16
Young Elected Members .....	17
Community Boards.....	18
Women in Local Government .....	18
<b>Support .....</b>	<b>19</b>
Ākona .....	19
Induction .....	19
LGNZ Māori strategy .....	20
Te Korowai – CouncilMARK.....	20
Road Efficiency Group.....	21
Governance support .....	21




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## Introduction

### The reform storm

The next three years will heap reform on local government. Councils are already grappling with water reform but structural change and rates capping will stretch local government even further.

Local government needs strong political leadership and support to navigate reform and speak as an equal to Government. LGNZ's change in leadership, including National Council and the President, gives us an opportunity to reset priorities. Members need to see LGNZ being driven by members, for members. Members setting our advocacy priorities for the new triennium, as discussed in this report, is a critical part of that.

All the reform announcements are increasing pressure on elected members and staff. Providing feedback on structural reform, rates capping and resource management in the same tight timeframe will be extremely challenging for councils and LGNZ will be supporting you with draft submissions that you can use, informed by legal experts. We will also be engaging with officials and Ministers' offices, seeding stories in the media, and helping members speak directly to Ministers at our online and in-person events.

### Post-election highlights

Between the elections and mid December, LGNZ has:

- Delivered Mayors Induction in Wellington;
- Run Elected Member Induction in 13 locations around New Zealand;
- Delivered Chairs Induction in Wellington;
- Held Metro, R&P and Regional sector meetings in Wellington;
- Attended zone meetings around the country and led engagement on advocacy priorities; and
- Responded to three major reform announcements via media standups, meetings with officials, information to members, and opportunities for member engagement including zooms with Ministers and officials:
  - Local government structure;
  - Rates capping; and
  - Resource management legislation.

Members have been very positive about the series of big reform explainers we've shared over the past few weeks. These respond to a key request from Elected Member Induction: to explain simply and clearly each key reform local government faces, to inform conversations around council tables:

- [RMA replacement explainer](#)
- [Rates capping explainer](#)
- [Structural reform explainer](#)
- [Funding and financing explainer](#)
- [Resource management reform explainer](#)
- [Building system explainer](#)



- 
- [Climate change explainer](#)
  - [Transport explainer](#)
  - [Emergency management explainer](#)

We're now very focused on the February deadlines for the Government's local government structure, rates band and resource management consultations. We will both influence policy on behalf of members and engage with members to inform our feedback and their own submissions.

### **Other highlights since July**

In September, the Government announced a new regime for strengthening earthquake-prone buildings, driven by advocacy from LGNZ's seismic strengthening group led by Manawatū Mayor Michael Ford. This reform is expected to save New Zealanders more than more than \$8.2 billion in remediation and demolition costs.

Replacing the joint and several liability regime for buildings are also a significant win for LGNZ and will reduce councils' potential liability, with a shift to proportionate liability due to be in force by mid-2026.

Other highlights since our last four-monthly report include SuperLocal in July, which exceeded our attendance expectations. The programme, focused on doing the basics brilliantly, received extremely positive feedback.

With the support of the Local Government Funding Authority, Auckland, Hamilton, Tauranga, Wellington, Palmerston North, Hutt City, New Plymouth and Queenstown Lakes Councils, along with Rewire Aotearoa and EECA, we have now completed the final business case for the Ratepayer Assistance Scheme (RAS). The RAS will be off-balance sheet, offering ratepayers low-cost finance for rates-like charges (rates postponement, household electrification, and development contributions) as well as providing a return to councils. Minister Watts has expressed support for the RAS, which has the potential to be a game changer like the Local Government Funding Authority (which LGNZ also spearheaded). We have been working towards the RAS for several years and a government decision is imminent.

We ensured that the Policy.nz online platform for nationwide candidate information would stand up for the 2025 election, thanks to funding from a number of supporter councils. The platform went live on 29 August 2025, containing bios for 1,340 candidates from across 67 local councils and 11 regional councils. Analysis shows more people used Policy.nz in 2025 than in any previous election.



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## Champion

### Government relations

In the past week alone, we met separately with Local Government Minister Simon Watts, Labour Leader Chris Hipkins, and Green Party local government spokesperson Celia Wade-Brown to discuss recent proposals impacting local government. Ensuring local government input – so reforms are robust and enduring – was central to all these discussions.

Over the past three months, we have engaged in detailed discussions with Beehive offices, including the Prime Minister’s local government advisor and advisors to Ministers Watts, Bishop, Mitchell, Upston, Seymour and Penk. We received advance briefings on the resource management, local government structure, and rates band consultations, enabling us to prepare for those announcements (outlined below).

We were also given early notice of Minister Penk’s changes to building liabilities and the earthquake-prone building system. LGNZ strongly advocated for these reforms. This allowed us to publicly endorse the changes, which were reported in the media, as constructive collaboration between central and local government.

The Ratepayer Assistance Scheme (discussed further below) has been another key advocacy focus. LGNZ met with Minister Costello, Minister Penk, Under Secretary Simon Court, Cameron Luxton, Andy Foster, Jamie Arbuckle, and Dr David Wilson to demonstrate how RAS will deliver genuine cost-of-living relief for New Zealanders.

Next week, we will meet with RMA spokespeople from across political parties to assess the details of the recently released bill. And on 23 December (11.30am–12.15pm), LGNZ will host a webinar with Ministers Bishop and Watts, giving our members the opportunity to ask questions about the recent proposals they have released.

### Media

Media is a key advocacy tool for LGNZ to both inform the public and advocate to central government by building momentum around an issue. Since August 2025, LGNZ has responded to almost 300 media enquiries and released 26 media releases. We’ve also appeared in more than 200 media stories across radio, print, digital and television. The range of topics included rates capping, structure of local government, elections, elected member abuse and local government funding and financing. A detailed breakdown of coverage is published in *Keeping it Local*, our fortnightly email newsletter to all members.

We revisited the work undertaken by the Electoral Reform Working Group with media, resulting in an excellent explainer article appearing in the [Post](#), the [Press](#) and the [Waikato Times](#).

Candidate nominations and elections have been a focus of our proactive media. We provided a [local elections media guide](#), and run briefing sessions with media outlets to help build more stories, which resulted in substantial coverage around the elections.



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SuperLocal attracted media interest from across the country, with 18 journalists attending from 11 media outlets over the two days and covering a wide range of local government issues.

### **Local government structure**

On 25 November, the Government released a proposal to replacing regional councillors with a board of all Mayors in that region – who would then develop a plan to reorganise all councils (and/or service delivery) in that region over the next two years.

Before the announcement went public, we had a confidential briefing from DIA and received embargoed details from the Government, which gave us time to prepare. We held a media standup, [issued a media release](#) and our points were covered by a wide range of media.

That same evening, senior advisors to Minister Bishop and Watts visited LGNZ. They are keen to keep engaging with LGNZ to work through the proposal in detail.

LGNZ has set up a zoom with Ministers Bishop and Watts for Mayors, Chairs and CEs on Tuesday 23 December, to discuss structure among other issues.

LGNZ sees a significant opportunity to improve the proposal and get a better result for New Zealanders and local government, especially given the proposal lacks detail about how the new system will work in practice. The transition to any new structure will also be critical to the success of any new system.

National Council has agreed to set up a working group to make sure LGNZ's submission is driven by member input and these meetings will start from mid January.

### **Rates capping**

The Government is consulting on the proposed formula and economic indicators for setting the target range, including whether 2-4% is appropriate.

DIA proposed a targeted consultation but we have convinced them that all councils should be able to submit, which they have agreed to.

The range proposed would apply to all rates (general rates, including the uniform annual charge, as well as targeted rates). It will exclude water charges and other non-rates revenue like fees and charges.

Councils would retain discretion over spending choices. However, they would need to comply with the new core services requirements and narrower purpose statement set out in the Local Government (System Improvements) Amendment Bill once this bill becomes law.

Extreme circumstances would allow exceptions to the target range. For example, global economic crises or recovery from natural disasters. There would be a regulator to review the cap, provide oversight over compliance and manage the variations process.

We are providing opportunities for members to engage with the Minister on 23 December and with DIA officials this Wednesday.



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National Council has agreed to set up a working group that will start meeting in mid January to inform LGNZ's submission, which will focus on what economic indicators the rates range should be based on.

## Local government funding and financing

### Ratepayer Assistance Scheme (RAS)

The Ratepayer Assistance Scheme (RAS) is a broad-based ratepayer loan scheme that is off-council balance sheet. The RAS will provide enormous benefits to ratepayers, with low-cost finance for rate-like charges. It will help ease the cost-of-living pressures New Zealanders are currently dealing with while enabling housing development, improving our housing stock with property improvement loans, and provide relief to people on fixed-income with rates postponement. It will also have benefits for councils, given it will be off-balance-sheet and provide an ROI.

Rather than people having to pay rates, development charges and property improvement costs upfront, the RAS allows payments to be spread across a long period of time (up to 20-30 years for certain products). And because the scheme leverages the high security of rates and proximity to local and central government, interest rates will be lower than equivalent bank rates. Much of this saving will be passed on to ratepayers.

LGNZ has taken a critical leadership roles in developing the Ratepayer Assistance Scheme (RAS), much as we did for the Local Government Funding Authority. Like the LGFA, it has the potential to be a game changer for local government. We have convened wider collaboration and been a consistent champion and driver.

The final business case is now with the Minister and sets up a "go/no-go" decision. The business case, while conservative, clearly demonstrates the viability of the RAS as well as the public benefit it would deliver, with significant savings.

LGNZ acknowledges these supporting councils:

- Auckland
- Tauranga
- Wellington
- Palmerston North
- New Plymouth
- Queenstown Lakes
- Hutt City
- Hamilton

Other partners include LGFA, Rewire Aotearoa and EECA.

The Strategic Advisory Group, chaired by Mayor Nick Smith, along with Cameron Bagrie and Stuart Henderson, complemented the wider project governance and has been invaluable in testing critical strategic issues. The Strategic Advisory Group has agreed to endorse the RAS to the Minister. This written endorsement accompanied the final business case.



### Infrastructure funding and financing

The Government has released two proposed changes to local government funding for consultation. These relate to Pillar 2 of the Government's Going for Housing Growth programme and will be of most relevance to growth councils, particularly those near their debt limits. They align with LGNZ's previous advocacy on funding and finance tools.

- The Infrastructure Funding and Finance Amendment Bill will streamline the levy approval process, broaden the scope of the IFF Act to let the other entities use this, and make other changes to improve the Act. The due date for submissions will be known when this bill passes its first reading, likely to be early 2026.
- The development levies consultation will inform legislation to be introduced early in 2026. This will replace the current development contributions system. It enables growth paying for growth infrastructure, given changes to planning requirements to enable 30 years of enabled housing supply. Councils will be able to change to development levies from 2027.

LGNZ will submit on both bills. As well as circulating drafts for member comment and use, we are engaging with member councils most likely to be impacted by the changes to development levies, and also with those who have the most experience with the IFF Act process.

### Local Government Quarterly Economic Insights

Our latest quarterly economic insights produced by Infometrics was shared with members on 11 December. This is a member-exclusive offering from LGNZ.

The [December edition](#) included the following insights:

- Data showing the increase of days spent in a state of emergency. Storm- and flooding-related emergencies are happening much more now than 10 years ago.
- The 8.8%pa average rise in rates in 2025 followed a 12%pa increase in 2024, and a 9.8%pa increase in 2023. The wider property rates and related services increase contributed 9.9% of total annual inflation, behind food (29% of total inflation) and household energy (12% of total). This data was specifically requested by members.

The [September edition](#) compared the cost of rates to taxes faced by households, presented historic information on council investment in three waters infrastructure, and looked into public transport data (comparing pre-Covid and current use).

### DIA metrics release (aka council profiles or report cards)

These profiles were released in July on DIA's [website](#). They cover a range of financial metrics for councils. LGNZ successfully advocated for improvements to DIA's approach, including the provision of contextual information and links to council websites. The profiles will be updated yearly, and future iterations will cover additional metrics including asset management, service provision, and governance performance.

LGNZ worked with media outlets to ensure both sides of the story were told, emphasising it would be better if these metrics [showed outcomes](#) as well as expenditure – which was picked up by [Stuff](#), [RNZ](#), the [Press](#) and other outlets. Councils like Gisborne District also used these key messages to [give local context](#).



## Regional deals

We are still anticipating the first Regional Deal by the end of this year, with two more to be agreed next year. The Government has signalled that it may call for new proposals next year.

In July, the Government announced it had signed memorandums of understanding with three regions – Auckland, Otago Central Lakes, and Western Bay of Plenty, which allowed negotiations on deals for those areas to begin.

It also outlined what would be up for negotiation, including:

- Improved central government coordination
- Early collaboration with councils on system reforms
- Providing councils with new funding and financing tools
- Supporting regions to unlock growth sectors

## Water services reform

As of early December, 56 councils (individually, or as part of a joint entity) had their Water Service Delivery Plans approved, and implementation of these plans is now underway.

Previously the Minister has raised concerns with smaller councils that have chosen to go it alone about their financial sustainability. Councils have to demonstrate that their model is financially sustainable and will meet all required standards, and a failure to do so means that their Water Service Delivery Plan has to be rejected, opening those councils up to ministerial intervention.

Consultation on the Commerce Commission's draft decisions on information disclosure has concluded. The Commission will make final decisions by February, and the information disclosure requirements will apply to all regulated suppliers from this time.

The Wastewater Environmental Performance Standards have now been finalised and apply from 19 December 2025. These standards will replace all existing regional council rules and policies for public wastewater treatment plants and networks. We shared them with members in late November.

## Resource management reform

On 9 December, the Government introduced legislation to replace the Resource Management Act. Two new bills will create a more enabling, directive and simpler system, with the following features:

- Councils have less discretion and make decisions on fewer things.
- The public have less opportunity to have their say – and on fewer issues. Most public participation will be in plan development rather than consenting.
- If a council wants to place conditions on landowners that are more stringent than national direction in a specific range of areas, the council will need to compensate these landowners. The specific areas include heritage, outstanding landscapes or features, and sites of significance to Māori. Compensation could be through monetary payments, rate or fee reductions, extra development rights, land swaps or targeted grants.
- Transition arrangements will mean new consents will have to comply with parts of the new legislation before the full system comes into force.



- Urgent legislation will be passed by the end of this year to extend consents due to expire before 2031. The Government wants these consents to be considered under new regional combined plans: this means these consents will be extended till after 2031.
- The legislation will now go through a full select committee process. After the first reading, we'll know the deadline for submissions – but we expect this to be tight.

We held a media standup after the Government's announcement and issued [this media release](#).

LGNZ has established a Resource Management Reference Group comprised of a small group of elected members and council staff, which met for the first time on Tuesday 25 November. This will ensure member views are represented in LGNZ's RM policy and advocacy work.

LGNZ's RM submission will include expert legal support from Buddle Findlay. We also held an Ako Hour for elected members with Buddle Findlay Partner David Allen. [Register by logging into Ākonga here](#).

In mid-August, the second Resource Management Act amendment bill, which introduces a range of "quick fixes" to the RMA while replacement legislation was being prepared, passed into law. This legislation was amended after the Select Committee stage, with changes including:

- The Government giving itself the ability to "modify or remove provisions in local council plans if they negatively impact economic growth, development capacity, or employment". We noted this was significant overreach and would not be subject to select committee scrutiny or consultation.
- Suspending the requirement for councils to complete 10-year plan and regional policy statement reviews, ahead of the RMA being replaced.
- Broadening what water discharges can be allowed as a permitted activity, in response to concern from some councils that some farms would require resource consents for "routine on-farm activities".

LGNZ submitted on (and largely supported) the proposed changes to national direction and the Going for Housing Growth (GfHG) discussion document. These complement the second amendment bill and will be implemented before the RMA is replaced (except for the GfHG changes, which will be introduced at the same time as the eventual replacement legislation).

## Transport

The Government introduced the Land Transport (Revenue) Amendment Bill to Parliament earlier in November. This will enable more flexible use of tolling for new (and in some cases, existing) roads, as the Government signalled earlier this term. It also modernises the Road User Charges (RUC) system, as a first step towards a new E-RUC system – something that LGNZ has long advocated for.

While tolling is unlikely to be used by councils directly, because local roads generally lack viable traffic volumes, we support greater use of tolling and included it in our funding and financing toolkit launched last year. We will be submitting on this legislation in support of both the tolling and RUC changes.

The Transport Forum had its final meeting before local elections in August. This gave an opportunity for the forum to reflect on its work over the last two years.



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Work is continuing on how LGNZ can shape the work the Government doing on emergency works funding, including how to better shift funding from reactive repairs to proactive mitigation works.

### **Climate change**

The Independent Reference Group on Climate Adaptation proposed a framework for climate adaptation in July 2025. The national adaptation framework is intended to establish an enduring, long-term approach to climate adaptation in New Zealand.

Recently the Government released its response. Its climate adaptation framework has implications for local government, including a new requirement to undertake adaptation planning in priority areas, and new requirements around decision-making on adaptation investments. Disappointingly the framework did not adequately address the question of ‘who pays’ for post event adaptation or the need for addressing existing development in high-hazard areas.

### **Other policy issues**

#### **Seismic strengthening**

In late September, the Government announced it would comprehensively reform the earthquake-prone building system, after strong advocacy from LGNZ. The changes will refocus the system on the highest risk buildings and remove low risk areas from the regime entirely.

While we still need to see the details of the legislation, LGNZ strongly supports this change and has worked closely with the Minister for Building and Construction and his officials to ensure the reforms work for councils. We will be drafting a supportive submission on the legislation once it is introduced.

#### **Electoral Reform Working Group**

The working group’s final report was sent to MPs and Minister. The chair of the working group, Hon Dr Nick Smith, and other members met with Minister Watts on 13 October to discuss their proposals. Officials from DIA, at the request of Minister Watts, will engage shortly with the working group on proposals for potential changes to the electoral system ahead of the 2028 elections.

#### **Building system reforms**

The busy programme of building system reforms continues. Legislation to end the system of joint and several liability and allow for the easier amalgamation of Building Consent Authority (BCA) functions is expected early next year. Legislation allowing “granny flats” up to 70sqm to be built without the need for a building consent passed into law last month.

The Government has announced major, welcome changes to the building consent system, including replacing the system of joint and several liability with proportionate liability (which is used in New South Wales). This is a major win for local government and has been a long-standing advocacy priority for LGNZ.

Under the existing system, councils can be liable for all costs of building defects if other parties are unable to pay or have ceased trading. This has driven risk-averse behaviour due to the substantial financial risk that councils assume when signing off building consents and inspections.



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Under the new system, the Building Act 2004 will be amended to ensure each party will only be responsible for the share of the work they carry out. Further details will be provided in due course on what this will look like in practice, including how indemnity insurance and home warranties will work.

LGNZ has engaged regularly with Minister Penk and MBIE officials about these and other changes in the building and construction space, and we will continue to do so as further details are worked through. Legislation to amend the Building Act is expected to be introduced to Parliament in early 2026.

### **Emergency management reform**

The Emergency Management Bill was introduced on 9 December. This legislation will replace the current CDEM Act. It will introduce minimum levels of service for local government, which could have significant implications for members. We will be producing a draft submission and sharing it with members in late January (we expect a February deadline for submissions).

### **Advocacy priorities**

Having clear advocacy priorities set by members has helped LGNZ focus our effort in the right places. Now we're asking members to set our advocacy priorities for the new triennium.

Sector meetings in November [developed a longlist](#), which we sense checked with zone meetings, as well as emailing all members. The new National Council is clear that members must drive advocacy priorities. National Council will produce a shortlist from the member longlist at its February meeting, which members will rank in order of priority at the February sector meetings.

We have also produced a stocktake of achievements against our previous advocacy priorities as at October 2025. [Read the stocktake.](#)



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## Connect

### SuperLocal25

SuperLocal25 was held from 15-17 July at Te Pae in Christchurch with record attendance and very strong level of sponsorship.

We asked attendees to fill in a survey detailing their feedback and received a significant amount of anecdotal feedback. The survey's overall sentiment score lifted significantly compared to 2024, with a ratio of positive-to-negative comments of 6:1 (last year it was 4:1). Overall scores also lifted compared to 2024.

#### What attendees liked most

- Networking was a standout — especially 'connect and refuel' breaks.
- Praise for ministerial speakers, particularly Minister Seymour and Minister Bishop.
- High value placed on breakout sessions, especially practical and reform-focused content.
- Specific positive mention of Mayor Nick Smith's session on electoral reform

### SuperLocal26

Planning for SuperLocal26 in Rotorua is well under way, including our theme, sponsorship proposal, budget and programme format. We have decided to include the Friday morning (as well as the Wednesday and Thursday), so that we can accommodate Ministers in the programme (as it is a House sitting week).

We are working closely with RotoruaNZ on the attendee experience, tailored to Rotorua. This includes early engagement with mana whenua.

Potential sponsors and exhibitors have already begun enquiring about SuperLocal26.

### 2026 events calendar and forward planning

In July, we circulated our draft events calendar for feedback then in December [shared an updated version](#).

### Engagement at Zone meetings

Four zones met in November and LT members attended these events, where we also ran advocacy priorities sessions.

- Zone 6 held a well-attended mini-conference in Dunedin with a broad range of speakers that received extremely positive feedback from attendees, and was attended by Director Member Services Amanda Wells and Director Policy Simon Randall.
- Zone 2 met in Karapiro with good turnout and a focus on upcoming reforms and changes for local government, and was attended by Simon and Principal Government Relations Advisor Paul Hunt.



- Zone 3 met in Palmerston North and was well attended, with LGNZ's reset top of mind along with local government reform and was attended by Interim CE Scott Necklen and Director Partnerships & Advocacy Ranjani Ponnuchetty.
- Zone 4 met in Kapiti, and handed over to new Chair Brady Dyer at this meeting, which Amanda attended.
- Zone 1 met online to conduct NC and Chair appointments, and we gave members the priorities survey for them to provide feedback. Scott and Paul joined the meeting.

## Sector meetings

### Networking function

The night before the November sector meetings, our networking function drew a strong crowd of well over 100. DIA Secretary for Local Government Paul James was our guest speaker, delivering a short address and taking questions. We will continue to provide networking opportunities at our All-of-our-local-government meetings and sector meetings.

### R&P

At its November meeting, the Rural sector selected Mayor Ben Bell as Chair while the Provincial sector selected Mayor Nigel Bowen as Chair. We have synthesised the priorities developed by R&P into LGNZ's long list of priorities, as discussed in the separate Advocacy priorities paper. We have met with Mayor Ben and Mayor Nigel to work through key themes discussed at the November meeting, to design a programme for the R&P meeting in February.

### Metro

Mayor Grant Smith is the Metro sector chair for this triennium. Metro sector's November meeting's advocacy priorities discussion focused on LGNZ and membership-related priorities. Mayor Grant, Mayor Sophie and Mayor Mahé were meeting before Christmas to discuss Metro's longlist of advocacy priorities for the triennium, which will be used to inform our policy and government relations work.

Mayor Grant has been connecting with Christchurch and Auckland to discuss connection with Metro sector and membership.

In the future, Metro meetings will be themed and run on separate dates from Regional sector and Rural & Provincial sector meetings. The February metro meeting will focus on business and property issues.

### Regional

There has been significant change around the Regional sector table, with two of the 11 regional Chairs having previously served as Chair. The Regional Sector's November meeting followed a very successful and well attended Chairs Induction (the previous day). This first meeting focussed on key upcoming reforms like resource management and rates capping. The sector also had a very engaged session on advocacy priorities.

We have worked closely with the new sector chair, Chair Deon Swiggs, to front and respond to the Government's proposal for structural reform. We held a briefing for regional council Chairs early the day after the announcement and have provided targeted comms to members.



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There was a second online meeting of our Regional sector on 10 December to discuss impacts of the upcoming resource management and rates capping announcements.

Before the elections, the Regional sector has had its final online meeting of the triennium. This covered water regulation through discussions with both the Commerce Commission and Taumata Arowai; reflections on key policy portfolios; and engagement with Minister Shane Jones and Minister Mark Patterson on regional development and their views on role and functions of regional councils into the future.

### **Upcoming February All-of-local-government and sector meetings**

We are currently refreshing our theme for the February All-of-local-government meeting given the impact pre-Christmas reform announcements will have on council's work programme. We have requested Sir Brian Roche as a keynote speaker, to talk about where public services are best delivered and how central and local government can work together efficiently. Government representation will be a key part of this event, which will be hosted at Parliament.

We are mindful that the February AOLG will be the first time the whole sector has the opportunity to get together in a room, so we're aiming to strike a good balance between networking opportunities and policy content that members find useful and can take back to council tables.

Invites for February sector meetings will go out before Christmas.

### **Elections 2025**

Policy.nz was stood up for 2025 thanks to LGNZ raising funds from councils to ensure it was viable. The site gave voters clear, accessible information about who is standing and what they stood for. It went live with local election content on 31 August and was supported by a nationwide campaign across the NZ Herald, The Spinoff, iHeart Radio, Phantom Billstickers and LGNZ's social channels.

In terms of other election-related work, we ran a social media campaign encouraging people to vote and engage. We delivered significant media engagement around the elections, including providing data to media.

### **Te Maruata**

Feedback from Te Maruata members on the SuperLocal conference in July was positive. Particular highlights included the sessions on Māori wards and Te Ngana a Tū, Te Pou o Rongo – understanding leadership responsibilities and challenges within council from a Te Ao Māori perspective. Members also valued the opportunity to engage with other Māori councillors.

A Te Maruata Whānui hui was held on 30 July and included a presentation from the Local Government Commission on their review of the Code of Conduct. Te Maruata noted that greater consideration of Māori values was needed to guide conduct expectations. Moko Tepania has joined the Local Government Commission's stakeholder group on the review of the Code of Conduct.

The final Te Maruata Whānui hui was held on 27 August and the final Te Maruata Rōpū Whakahaere was held on 19 September. Agenda items include an update on inductions and onboarding following the elections in October, the elections process for the new Te Maruata Kōmiti, an update from



Creative New Zealand on their Toi Ora Strategy and an update from LGNZ on current priorities and mahi.

An information pack on Māori Wards was prepared by LGNZ, in response to a request from Te Maruata. The information pack included LGNZ's position that all wards should be treated the same (based on agreed messaging from National Council), key messages, FAQs and useful links. While none of the information is new, the information pack brought together relevant information together in one document for easy access.

The election of the new Te Maruata governance group – Te Rōpū Whakahaere – took place in Wellington on 27 November 2025. The new co-chairs are Dinnie Moeahu (New Plymouth District Council) and Aubrey Ria (Gisborne District Council). Other Te Rōpū Whakahaere members are:

- Metro rep – Kylie Wihapi (Porirua City Council)
- Regional rep – Hinewai Ormsby (Hawke's Bay Regional Council)
- R&P rep – Aubrey Ria (Gisborne District Council)
- YEM – Bridgit Bell (Manawatū District Council) and Wahine Murch (Taupō District Council)
- CB – Irene Wakefield (Horowhenua District Council / Te Awahou Foxton Community Board)
- Wahine – Toni Boynton (Whakatāne District Council)
- Tane – Iwi Te Whau Jr (Bay of Plenty Regional Council)
- At large – Dinnie Moeahu (New Plymouth District Council), Iaeen Cranwell (Environment Canterbury), Bonita Bigham (Taranaki Regional Council), Arama Morunga (Northland Regional Council)

The first meeting of the new Rōpū Whakahaere was held on 5 December 2025. The agenda was focused on identifying priorities for the new term, understanding what support LGNZ can provide and confirming arrangements for future events and hui, including Waitangi 2026.

### **Young Elected Members**

YEM held a very successful pre-SuperLocal hui.

The election of the YEM Committee took place on Friday 5 December and the committee elected its chair on Monday 8 December.

Following the elections, the first meeting of the committee will be held before Christmas. Committee members include:

- Chair – Alex Crackett (Invercargill City Council)
- Deputy Chair – Bridgit Bell
- Zone 1 – Felicity Foy (Far North District Council)
- Zone 2 – Justin Ros (Kawerau District Council)
- Zone 3 – Charlotte Melser (Whanganui District Council)
- Zone 4 – Kaz Yung (Hutt City Council)
- Zone 5 – Megan Fitzgerald (Ashburton District Council, Methven Community Board)
- Zone 6 – Alex Crackett (Invercargill City Council)



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- Te Maruata – Bridget Bell (Manawatū District Council) and Wahine Murch (Taupō District Council)
  - Community Board – to be appointed by CBEC in the New Year
  - At large (two roles) – Fisher Wang (Rotorua Lakes Council) and Rebecca Ryan (Waitaki District Council)

### **Community Boards**

The relationship guide we launched at SuperLocal attracted a lot of interest, with a strong stream of visitors to CBEC's stand in the exhibition space. We will continue to promote this resource to councils and community boards.

The election of a new Community Boards Executive Committee will occur in early 2026.

### **Women in Local Government**

We held a very successful breakfast ahead of SuperLocal, with the Hon Tracey Martin an extremely well-received speaker. We will be looking to reengage with women elected members in the New Year.



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## Support

### Ākona

All elected members have been loaded into Ākona and we encourage anyone having difficulties with access to get in touch. We relaunched the Ākona platform in October so that it would provide a better learning experience for elected members.

The most popular Ākona courses since the elections have been:

- Responsibilities of the Chair
- Council asset management
- Intergenerational costing
- Asset maintenance
- Asset management plans

There are now 24 catalogues of learning available, covering skills like dealing with media, public speaking and te reo pronunciation as well as the more technical aspects of elected members' roles.

Ākona also houses all LGNZ guides and is the source of all information and learning connected with local government reforms.

The first Ako hours of the triennium are now live and open for registration in Ākona. We had a record number of attendees at the first Ako hour of the triennium, on resource management with legal expert David Allen, a partner at Buddle Findlay (who will also be supporting development of our resource management submission).

Work on our new local government accreditations continues with Victoria University, and we remain on track for a 2026 launch.

Ahead of the elections, Alicia McKay released a very popular Ako hour. This event was a taster for the bespoke curriculum she is building for LGNZ, ready for release in the New Year.

### Induction

More than 400 elected members attended our range of induction events around the country, which were the result of months of planning. Registrations exceeded expectations and budget.

#### Mayors Induction

Mayors Induction on 20-21 November in Wellington was attended by 52 Mayors (and included non-member Mayors).

The Prime Minister joined us for lunch on the second day and we hosted an update and q+a with Minister of Local Government Simon Watts.

Session topics included:

- Managing the relationship with your CE
- Setting up decision making structures



- Dealing with emergency situations

We had exceptional feedback, particularly from new Mayors.

### Chairs Induction

Chairs Induction was also well-attended and held in conjunction with sector meetings, after Chairs had been elected. Fourteen Chairs, Mayors or Deputy Chairs attended the day, which covered similar ground to Mayors School with a specific regional council focus. It also attracted very positive feedback with 100% of respondents either Very Satisfied or Satisfied with the experience.

### Elected Member Induction

We delivered induction for elected members in 13 different locations around the country. Elected members have told us that this year's induction was outstanding and this is borne out by our feedback survey results, with an average satisfaction score of 4.6 out of 5. After attending induction, 91% of attendees felt either "very confident" or "confident" about their role.

LGNZ struggled to deliver quality inductions in 2022 and 2019, and received a lot of negative feedback about those events. This makes our 2025 results even more meaningful.

Inductions were the result of months of planning and significant commitment by staff during October-November.

### Pre-elected learning

We made online learning modules freely available to anyone considering standing for council, so that they could understand how councils delivering for communities and what being a councillor actually entails. These pre-election resources were very popular, with over 2000 people accessing the site and 1,061 actively engaging in multiple activities.

### LGNZ Māori strategy

Building our internal capability in te ao Māori to be effective for all our members has been a specific focus for LGNZ over the last three years. Establishing a Kaitohutohu Whakarae (Māori) - Māori Chief Advisor to provide cultural leadership and mentoring, lead our engagements with Te Maruata and manage our relationships with hapū, iwi and Māori communities has been a key pillar of our strategy.

We will continue to attend Waitangi. This is now an annual event for LGNZ, providing an opportunity to build relationships with iwi, Māori communities, Ministers and local MPs. In 2026, we are aiming to sign an updated relationship agreement with the Iwi Chairs Forum, highlighting our joint commitment to local democracy. Our delegation will include our President, VP, Te Maruata Co-chairs, Interim CE, and Director Partnerships and Advocacy. The week will include meetings with iwi, attending the powhiri, holding a stall at Waitangi to promote local government, meetings with MPs and participating in other activities such as providing breakfast to attendees of the dawn ceremony in partnership with Woolworths Waitangi and panel discussions.

### Te Korowai – CouncilMARK

Te Korowai continues to strengthen its role as LGNZ's sector-led continuous improvement programme, providing councils with an independent, trusted assessment of organisational



performance. It builds on the robust framework originally developed under CouncilMARK while moving away from its more audit-focused approach. By adding qualitative insights and narrative to DIA's mandatory benchmarking, the programme helps councils understand and to communicate the "why" behind performance and make stronger, evidence-based decisions.

Councils are navigating significant shifts in responsibilities, expectations, and financial settings given current and upcoming Government reform. These changes will require many to realign strategy and plans under increased public and political scrutiny. In this environment, Te Korowai is being positioned as a tool that enhances organisational resilience—providing a strong evidence base and high levels of transparency to help councils understand their capability, demonstrate sound governance, and work confidently through a rapidly changing landscape. Assessments, under the new model, have now been completed for six councils, with flexible engagement options ranging from the Integrity Survey through to full assessments.

At SuperLocal, we hosted two fully subscribed workshops (around 50 participants each), chaired by Mayor Tamah Talley (Central Otago District Council) alongside Sarah Stevenson (Independent Evaluation Panel Member) and Tanya Winter (CE, Ōtorohanga District Council). The workshops highlighted how Te Korowai helps councils focus and prioritise resources, while complementing DIA benchmarks.

We are currently working with a number of councils, who are at different stages of the process.

### **Road Efficiency Group**

REG is a partnership between LGNZ, NZ Transport Agency Waka Kotahi and all road controlling authorities. It supports councils and transport partners with guidance, tools and insights that improve planning, investment and service delivery. It improves decision-making and systems and processes, allowing you to deliver transport services more effectively.

We have completed the first year of the 2024-2027 The Road Efficiency Group (REG) programme supporting a high-quality learning programme, including a greater focus on in-person workshops and Asset Management Plan reviews.

### **Governance support**

We are currently supporting several councils to navigate sensitive issues. Alongside this work are the numerous calls we receive for general advice and support.

Work continues on updating LGNZ's suite of governance guides. The first products of the shelf were the Standing Orders' templates and the Standing Orders' Guide. The templates and Guide were updated to reflect legislative changes made over the last three years and to incorporate additional guidance where this has been requested, for example, information on workshops following advice from the Ombudsman and clarity on the new quorum rules.

We have also updated:

- Guidance for new Mayors and Chairs;
- The community boards' governance guide;
- The tax guide for elected members;



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- Elected Members' Guide to Governance and Local Government;
  - Designing governance and decision-making structures;
  - Elected Members' Guide to the LG (Rating) Act 2002;
  - Standing Orders Guide

LGNZ has received a number of queries from councils about whether our Code of Conduct template will be updated. We had plans to streamline the Code of Conduct template, based on feedback from users. However, we will not be doing this as the Local Government (System Improvements) Amendment Bill will see the Secretary for Local Government able to adopt a code of conduct for all councils. The Local Government Commission has been charged with developing this model Code of Conduct by the end of 2025. We submitted on the draft code, and have engaged with the commission throughout the process.

A Guide to help councils determine governance and decision-making structures was developed and circulated to councils. This Guide is intended to assist councils to look at the pros and cons of different governing arrangements, such as the pros and cons of establishing committees, whether committees should have delegated responsibilities, or simply be advisory, and whether they should be committees of the whole, or not.

**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, 25 NOVEMBER 2025 AT 9 AM.**

**PRESENT:**

Deputy Mayor Redmond (Chairperson), Councillors T Bartle, T Fulton, N Mealings, and J Ward.

**IN ATTENDANCE:**

Councillors B Cairns, W Doody and B McLaren.

G Cleary (General Manager Utilities and Roading), K Simpson (Three Waters Manager), J McBride (Roading and Transport Manager), C Fahey (Water and Wastewater Asset Manager), D Young (Senior Engineering Adviser), H Downie (Strategy and Centres Team Leader), S Binder (Senior Transport Engineer), S Allen (Water Environment Adviser), N Putupparambil (Transport Engineer), P Daly (Road Safety Coordinator), S Srinivasan (Project Engineer) and K Rabe (Governance Adviser).

One member of the public was present.

**1 APOLOGIES**

There were no apologies.

**2 CONFLICTS OF INTEREST**

No conflicts of interest were declared.

**3 DEPUTATION/PRESENTATIONS**

**3.1 Parking Restrictions at Waimak Junction, Kaiapoi – Jedd Pearce**

J Pearce addressed the Committee regarding parking restrictions at Waimak Junction, Kaiapoi. He noted that most of Hakarau Road currently had no-stopping restrictions, which compromised parking and impacted local businesses. He advised that the resource consent plan approved by the Council did not include these restrictions and that it did not align with the current on-site layout. He therefore requested that the Committee consider removing the no-stopping restrictions.

J Pearce further commented on the lack of consistency in implementing no-stopping restrictions, citing Tuahiwi School Road as an example where a narrower road allowed parking on both sides. He suggested that narrower roads encourage slower driving and were therefore safer, whereas wider roads tend to promote higher speeds.

Deputy Mayor Redmond advised that the Committee would be considering a report recommending the removal of most no-stopping restrictions at Waimak Junction, Kaiapoi and the reinstatement of 16 car parks. He asked whether J Pearce had reviewed the report, and J Pearce confirmed that he had not. Deputy Mayor Redmond therefore requested that J Pearce be provided with a copy of the report to review before the meeting resumed.

Councillor Cairns questioned if, aside from the area near Woolworths, there were other no-stopping restrictions that J Pearce believed the Committee should consider. J Pearce requested that parking be allowed outside the Black and White Café and that as many car parks as possible be made available.

Councillor Fulton asked whether staff had engaged with contractors during the refinement of the roading design and layout. J Pearce noted that staff had not spoken to the developer or contractor. He acknowledged that multiple parties were involved in developments and details could be lost, but agreed that improved communication during infrastructure installation would be beneficial.

Councillor Ward enquired whether J Pearce believed there was a lack of effective communication between developers, contractors, and the Council. J. Pearce agreed, noting issues in a recent development involving a contractor, the Council, and MainPower, which resulted in problems with power lines. He supported office-based staff visiting sites to resolve issues more quickly.

The Chair thanked J Pearce for attending the meeting and presenting his concerns.

## 4 **REPORTS**

### 4.1 **Request Approval for Changes to Hakarau Road No Stopping Restrictions** – N Puthupparambil (Transport Engineer) and S Binder (Senior Transport Engineer)

S Binder and N Puthupparambil presented a report seeking approval to revise the no-stopping restrictions on Hakarau Road, Kaiapoi. S Binder clarified that at the resource consent stage, submitted plans focused on land subdivision rather than road design and layout. Details such as no-stopping restrictions and traffic control signage were typically determined after consent was granted, once traffic composition, environmental factors, and other influences were established. The developer generally leads these decisions.

Councillor Fulton asked whether the posted speed limit would be higher if no-stopping restrictions were removed, given the increased road width. S Binder explained that speed limits were set by regulation and required a Council decision to change, separate from the consenting process. No-stopping restrictions were influenced by parking needs and streetscape design, which could help reinforce speed limits. Once the road layout and traffic controls were confirmed, engineering approval was required before implementation. S Binder noted that staff often considered on-street parking a measure to encourage slower speeds.

Deputy Mayor Redmond queried whether the remaining yellow lines were to be retained due to the pedestrian crossing and the entrance to the Woolworths car park. S Binder confirmed that sight lines must be maintained for safety.

Deputy Mayor Redmond asked about the timeline for removing the no-stopping restrictions. S Binder advised that it depended on contractor availability. Deputy Mayor Redmond expressed a preference for completing the work before Christmas to assist local businesses.

Moved: Councillor Ward

Seconded: Councillor Bartle

**THAT** the Utilities and Roading Committee:

- (a) **Receives** Report No. 251013193720.
- (b) **Approves** the following revised No Stopping restrictions:
  - i. Hakarau Road on the north side of the road - from 30.5m west of the pedestrian crossing between No. 7 and No. 21 to 22m east of the pedestrian crossing.
  - ii. Hakarau Road on the south side of the road - from 30.5m west of the pedestrian crossing between No. 7 and No. 21 to 22m east of the pedestrian crossing.

- (c) **Notes** that the impacts on the Community of the stopping restriction are considered to be very minor, and there is increasing pressure from businesses to address the parking concerns quickly. As such, this report is being brought directly to the Committee for consideration.
- (d) **Notes** that staff consulted with some (but not all) of the adjacent businesses to discuss on-street parking and heavy vehicle usage, which has been incorporated in the recommended revision.
- (e) **Notes** that the proposed revision is expected to result in approximately 16 additional on-street parks.
- (f) **Circulates** the report to the Kaiapoi-Tuahiwi Community Board for their information.

### **CARRIED**

Councillor Ward supported the motion, noting it was sensible, and requested that the restrictions be removed as soon as practicable.

Councillor Bartle agreed, commenting that reinstating car parking was positive, particularly during busy shopping periods.

Councillor Mealings acknowledged staff efforts to anticipate traffic patterns and agreed that providing additional parking for businesses was the best option.

Deputy Mayor Redmond noted that the changes were driven by local business requests and urged staff to fast-track removal of restrictions before Christmas.

#### 4.2 **Town Centre Upgrades Budget Criteria Approval** – H Downie (Strategy and Centres Team Leader) and D Young (Senior Engineering Advisor)

H Downie and D Young presented a report on the Town Centre Upgrades budget, an existing roading allocation in the 2024/34 Long Term Plan intended for infrastructure improvements alongside private developments in town centres. The report outlined the development of criteria for funding projects from this budget, focusing on amenity, enhancements to roading corridors, pedestrian and cyclist accessibility, and improvements to the surrounding environment.

Councillor Fulton highlighted the importance of accessibility and asked if this was an opportunity to prioritise the accessibility strategy in town centre developments, including avoiding slip hazards and ensuring clear walkways. H Downie agreed, noting that the budget could be used to enhance pedestrian accessibility where it was currently lacking.'

Responding to Councillor Fulton's question, H. Downie explained that the amenity factor related to the look and feel of town centres, including street furniture, landscaping, public art, and paving.

Councillor Fulton questioned whether the budget would be used proactively or reactively. D Young advised it would primarily be reactive, responding to external initiatives within town centres. H Downie added that proactive use was possible in some cases, such as Conway Lane. Suggestions could also come from Community Boards, Committees, or Councillors, and would be assessed against the criteria before being considered by the appropriate committee.

Moved: Councillor Ward

Seconded: Deputy Mayor Redmond

**THAT** the Utilities and Roading Committee:

- (a) **Receives** Report No. 250723134948.

- (b) **Approves** the criteria to underpin the suitability of utilising the Town Centre Upgrades budget (PJ100359.000.5134), being: amenity focus, road enhancements, pedestrian and alternative mode, and activation.
- (c) **Notes** the process that will be applied for identifying candidate projects, seeking the relevant approval and implementing works, which includes elected member engagement and decision-making steps.

**CARRIED**

Councillor Ward thanked staff for their continued work on ensuring the town centres were both beautiful and functional. She noted that the new Town Hall carpark had received positive feedback, with an increase in patronage at the theatre and other local businesses.

Deputy Mayor Redmond supported the motion, noting that it was not a mandate for staff to find projects to fund, and was pleased to hear that it would be used reactively rather than proactively and that all decisions would be referred to elected members.

#### 4.3 **Eastern District Sewer Scheme and Oxford Sewer Scheme Annual Compliance Reports 2024/25** – C Fahey (Water and Wastewater Asset Manager)

K Simpson and C Fahey were in attendance to present the report, which updated members on the consent compliance performance of the Eastern District Sewer Scheme (EDSS) and the Oxford Sewer Scheme for the 2024/25 compliance year.

Councillor Fulton queried whether the Oxford Sewer Scheme was subject to the same reporting requirements as the EDSS. C Fahey confirmed it was not, explaining that Environment Canterbury required an annual report for the EDSS, and staff had chosen to produce Wastewater Treatment Plant Annual Reports for the Council.

Councillor Fulton asked if the Committee would receive a report on work undertaken to mitigate the risk of exceedances at the Oxford Sewer. C Fahey agreed, noting significant work had been underway to plan for the future of the wastewater treatment plant ahead of consent expiry in 2031. She advised that there were currently no warranty issues related to the exceedances.

Councillor Fulton expressed concern about the risks posed by exceedances. C Fahey clarified that Environment Canterbury's concern was limited to overflows entering waterways; at present, any overflows were contained within the treatment plant site.

Councillor Doody questioned whether measures could be put in place to prevent overflows. C Fahey advised that flow monitoring had been implemented, and the outlet reinforced to minimise occurrences. Where overflows occurred, volumes were measured rather than estimated, providing data that enabled operational changes to reduce future incidents. He noted, however, that the treatment plant's hydraulic constraints limited storage pond capacity.

Deputy Mayor Redmond queried whether the non-compliance was technical rather than related to water quality, and whether it reflected higher standards. K Simpson confirmed this in relation to the EDSS, adding that Oxford's issues with irrigator operation and holding pond management could be improved through monitoring and control systems.

Councillor Mealings asked how technical non-compliance impacts Supervisory Control and Data Acquisition (SCADA) connectivity and whether alternative methods would help. C Fahey reported that several upgrades to Oxford UV data sites had been completed to address the issue, but inconsistent data collection over the past year contributed to non-compliance.

Moved: Councillor Fulton

Seconded: Councillor Mealings

**THAT** the Utilities and Roading Committee:

- (a) **Receives** Report No. 251106211871.
- (b) **Notes** that full compliance was achieved for all Eastern District Sewer Scheme (EDSS) Ocean Outfall consent conditions relating to environmental limits during the 2024-25 monitoring period, except for low dissolved oxygen levels measured at the Woodend and Rangiora Wastewater Treatment Plants, which did not impact on the overall performance of the treatment system and had no environmental impact on the receiving environment.
- (c) **Notes** that full compliance was achieved for the Oxford Sewer Scheme consent conditions relating to environmental limits during the 2024-25 monitoring period, except there were some non-compliances relating to temporary overflow of the wet weather holding pond during the May 2025 weather event and exceedances of irrigation application depths due to inaccurate monitoring data. These did not affect the overall performance of the wastewater treatment system and had no environmental impact on the receiving environment.
- (d) **Notes** that Environment Canterbury is currently reviewing the Annual Compliance Monitoring Reports for the 2024-25 period, and Environment Canterbury will issue a compliance report following the completion of their review.
- (e) **Circulates** this report to all Community Boards for their information.
- (f) **Circulates** a copy of this report to Te Ngāi Tūāhuriri Rūnanga and Te Kōhaka o Tūhaitara Trust for their information.

**CARRIED**

Councillor Fulton noted that understanding the technical nature of non-compliance was helpful. While necessary for reporting, these issues do not affect wastewater processing. He supported the motion and thanked staff for ongoing improvements to systems and monitoring.

Councillor Mealings also supported the motion, expressing confidence in staff efforts to achieve compliance and improve outcomes. She noted it was reassuring that there were no environmental impacts and confirmed her support for the motion.

Deputy Mayor Redmond too supported the motion, remarking that while the Council may not be “strictly compliant,” it was “pretty compliant.” He observed that compliance standards for water quality have increased and stated that the Council is in a strong position overall regarding wastewater management.

#### 4.4 **Drinking Water Quality and Compliance Annual Report 2024-25** – C Fahey (Water and Wastewater Asset Manager)

K Simpson and C Fahey were in attendance to present the report, which provided the Committee with an update on the results of the annual Drinking Water Quality and Compliance Review of all Council-owned drinking water supplies for the 2024/25 compliance year. The report was based on the Water Services Act, 2021, the Drinking Water Quality Assurance Rules, and aligned with the recently updated Department of Internal Affairs non-performance measures.

Deputy Mayor Redmond asked if the Council had real-time monitoring of water quality. C Fahey replied that the Council monitored pH levels, chlorine levels, turbidity, flow, and pressure at treatment sites. There were also several monitoring stations across the Council’s water supply networks, providing insight into the quality of water leaving the plant

and conditions throughout the network. However, there was no real-time monitoring of bacteria, as that typically required taking a sample and sending it to the laboratory for analysis.

Councillor Mealings noted that the report mentioned a lack of adequately sized storage to provide the required chlorine contact time to meet bacterial compliance, which could be met through Ultraviolet (UV) treatment. However, she understood there was still a plan to install larger storage tanks and asked whether this was to accommodate growth or for compliance. S Fahey explained that the Council intended to install larger tanks in different areas in the Waimakariri District to accommodate growth. However, the Council would also use UV treatment to meet bacterial compliance requirements, as the Water Authority has introduced multiple barriers to ensure resilience. Also, storage itself ensured the water supply and could buffer network demand.

Moved: Councillor Bartle

Seconded: Councillor Fulton

**THAT** the Utilities and Roading Committee:

- (a) **Receives** Report No. 251106211870.
- (b) **Notes** that the assessment of Council's drinking water compliance for the 2024-25 compliance year is based on requirements of the Water Services Act 2021 and Drinking Water Assurance Rules (DWQAR) and is aligned with the updated Department of Internal Affairs Non-financial Performance Measures Rules 2024 (the Rules).
- (c) **Notes** that results achieved for the 2024–25 compliance period were very good, particularly given that the Drinking Water Assurance Rules requirements came into immediate effect in November 2022. The Council had a very short timeframe to respond, yet successfully implemented an accelerated UV programme across the district within the legislative deadline.
- (d) **Notes** that for the 2024-25 compliance year, all Drinking Water Supplies that had chlorine and UV treatment installed for the entire period achieved either "All Met (100%)" or "Almost Met (95-99.99%)" compliance grading. The remaining Water supplies did not achieve full compliance, mainly due to UV treatment not yet being installed. There were also some technical non-compliances relating to data capture issues.
- (e) **Notes** that as of 1 November 2025, UV treatment has been installed on all of Council's drinking water supplies and is fully operational, which will resolve the key issues resulting in the non-compliances reported for this period.
- (f) **Notes** that overall, the results for the 2024-25 assessment period are a significant improvement over previous years. This is mainly due to the installation of UV treatment on several supplies, which enables compliance with bacterial and protozoal requirements, as well as improvements in sampling and monitoring.
- (g) **Circulates** this report to the Community Boards for their information.
- (h) **Circulates** a copy of this report to Te Ngāi Tūāhuriri Rūnanga for their information.

**CARRIED**

Councillor Bartle supported the motion, observing that it was excellent to achieve such positive results in the Drinking Water Quality and Compliance Annual Report

Councillor Fulton concurred and noted that it was reassuring to note the Council had backup treatment for water supplies. He commented that the level of compliance achieved was remarkable given the amount of stormwater on floodplains. He commended the staff on the work they had done and looked forward to an update on the status of the Council chlorine exemptions.

4.5 **Midge Monitoring and Management at Wastewater Treatment Plants 2024-25** –  
S Allen (Water Environment Advisor)

S Allen was in attendance to present the report, detailing the work to control the nuisance of non-biting midges for localised neighbours of the Kaiapoi and Woodend Wastewater Treatment Plants. An updated Insect Control Management Plan for the Kaiapoi and Woodend Wastewater Treatment Plants was submitted to Environment Canterbury in August 2024 and focused on non-insecticide control methods.

Deputy Mayor Redmond queried whether any academic studies existed on midge control, and S Allen replied that midge control was not industry-led. Information on trials run by other councils was shared; however, each area and system had its own challenges. There was data available for analysing oxygen levels and composition; however, the focus at present was on controlling or mitigating the effects on adjoining residents.

Councillor Bartle noted the collaboration between councils and questioned if there was an official forum to discuss the operation of wastewater ponds which experience similar problems. S Allen replied that there was no official forum as such; however, regular regional meetings on wastewater were held, where direct discussions took place.

Deputy Mayor Redmond asked what Christchurch City Council (CCC) was doing to mitigate midge challenges at its ponds. S Allen noted that the CCC had been dredging their ponds, which were deeper than the Waimakariri ponds. They had also done substantial planting and installed a very high screen as a temporary measure while the plantings reach the height required.

Councillor Fulton observed that the midges were resistant to insecticide treatments and questioned the ongoing use of insecticides in the future. S Allen advised that this was one of multiple treatment options used, which was rotated to achieve a varied approach.

Moved: Councillor Ward

Seconded: Councillor Bartle

**THAT** the Utilities and Roading Committee

- (a) **Receives** Report No. 251030205990.
- (b) **Notes** the use of larval disruption dredging, vegetable oil surfactant spreading, and *Bacillus thuringiensis* (Bti) techniques is being employed at Kaiapoi and Woodend Wastewater Treatment Plants (WWTPs) for midge management.
- (c) **Notes** that Bti treatment at Woodend WWTP in November-December 2024 was applied immediately after a sharp reduction in midge numbers, and therefore, the reduction in midges is likely caused by other factors and may not be related to the Bti treatment.
- (d) **Notes** that the vegetable oil trial at Woodend WWTP 2024-25 (with control and treatment areas) showed no decrease in midge numbers with the vegetable oil treatment. Staff therefore plan to review the use of vegetable oil at Woodend WWTP for future use.

- (e) **Notes** that midge monitoring (and treatment methods when required) commenced earlier in spring in 2024-25, i.e. from the beginning of September 2024, rather than in October in previous years, as complaints from neighbours indicate that midges are first emerging from the beginning of September or even earlier.
- (f) **Notes** that in 2024-25 at Kaiapoi WWTP, yellow sticky traps were installed for monitoring as a replacement for emergence traps used in previous years, as a preferred monitoring technique.
- (g) **Notes** the cost of midge management for Kaiapoi and Woodend WWTP is estimated to have been approximately \$42,167 (excl. GST) and \$17,706 (excl. GST) respectively for the 2024-2025 season, with an additional cost of \$4,357 (excl. GST) for midge emergence trap and yellow sticky trap monitoring costs for both WWTPs, sourced from existing operational budgets. There is cost savings with monitoring, as the ecological contractors are also on site to conduct avian botulism inspections.
- (h) **Notes** that staff will continue to communicate proactively with affected residents about midge management.
- (i) **Notes** that the Council has submitted an updated Insect Control Management Plan (entitled 'Midge Management Plan - Kaiapoi and Woodend Wastewater Treatment Plants') focusing on non-insecticide control methods, to Environment Canterbury in August 2024 as fulfilment of a condition in consent CRC041049.
- (j) **Circulates** this report for information to the Kaiapoi-Tuahiwi and Woodend-Sefton Community Boards.

**CARRIED**

Councillor Ward thanked S Allen for the work done and was confident that staff would adapt treatments as the situation and seasons changed. She, therefore, supported the motion,

Councillor Bartle concurred with the previous speaker, noting the progress being made.

Deputy Mayor Redmond related that he originally planned to buy a house in Bexley until he became aware of the midge problem, which led him to buy in Kaiapoi, where he had never been bothered by midges. He thanked S Allen for the report.

Councillor Mealings noted that she was grateful that the Council had an ecologist on staff with the knowledge and ability to bring reports such as this to the Council.

#### 4.6 **Herbicide Update and Usage by Council and Contractors in 2024/2025 – S Allen (Water Environment Adviser)**

S Allen was in attendance to present the report, which summarised herbicide usage by the Council and its contractors for the 2024-25 year. The report was the second in a standardised annual report format.

Councillor Fulton noted the use of additives and queried how long it had been since the Environmental Protection Agency (EPA) had committed to regulating and monitoring surfactants and additives. S Allen replied that the EPA announced in 2022 that there would be a review of POEA, which was used with glyphosate and, likely, other pesticides. EPA had a list of reassessments to complete; therefore, the Council opted to use synthetic pyrethroids, a common insecticide, and herbicides for aquatic use.

Deputy Mayor Redmond asked if there were any alternatives to glyphosate or some other natural or benign products that could be used. S Allen noted that Christchurch had trialled hot water, steam, and foam; however, there were health and safety issues associated with those options. Other options include mulching and hand weeding.

Moved: Councillor Fulton

Seconded: Deputy Mayor Redmond

**THAT** the Utilities and Roothing Committee:

- (a) **Receives** Report No. 251023201716.
- (b) **Notes** that herbicide use is minimised where possible for Council operations and only used where deemed necessary by Council staff and contractors. Other (i.e., mechanical) weed control options are used where deemed more appropriate.
- (c) **Notes** the herbicides and their use are as approved by the Environmental Protection Authority (EPA); however, spray additives are usually not required to be approved by the EPA.
- (d) **Notes** the following report contains actions for staff to: monitor the Environmental Protection Authority for relevant reassessments, reviews or approval changes; monitor for updates to relevant peer-reviewed research; provide guidance to contractors on spray additives; extend the scope of the WDC Roothing 'No Spray' register; and require relevant contractors to be Growsafe Registered Chemical Applicators.
- (e) **Notes** that spraying over water by Council and its contractors is very limited, with a preference for mechanical maintenance for rural drains and stockwater races. If spraying near or over water is carried out (with a risk of contaminant discharge to the waterway), it is carried out with consent CRC120402, and Glyphosate 360 is applied for this. The Council has used no diquat in 2024-25, although it is permitted under CRC120402.
- (f) **Notes** that the budgets in the Long Term Plan 2024-34 have been based on continuing to use herbicides, including glyphosate, for weed control, where deemed necessary by Council staff and contractors.
- (g) **Notes** that the EPA decided not to review the herbicide glyphosate in 2024, as there was insufficient evidence that an update was required from the previous review conducted in 2016. The appellant, the Environmental Law Initiative (ELI), challenged this decision in the High Court in October 2025, but its challenge was unsuccessful.
- (h) **Notes** that there is a planned review by the EPA of polyoxymethylene amine (POEA) surfactants commonly used with herbicides, due to claims that these surfactants should be restricted; however, no date for this review has been announced.
- (i) **Circulates** this report to Council, Community Boards, and Drainage Advisory Groups.

**CARRIED**

Councillor Fulton expressed frustration at the lack of progress in regulating chemical treatments near waterways. He noted concerns about additives being included with limited knowledge or regulation and suggested that Council consider an advocacy role, potentially engaging with the EPA to identify areas requiring review.

Deputy Mayor Redmond thanked S. Allen for her report and noted that the Council seemed to use minimal chemicals but expressed interest in whether natural alternatives could replace current products.

Councillor Doody advised that natural products were available but were cost-prohibitive for the volumes required by the Council.

Councillor Mealings recalled that in 2019, the Council resolved to identify what sprays and chemicals were used and in what quantities, following community concerns about glyphosate. She noted this report fulfilled that request and commended staff for adopting best practices and providing greater transparency, particularly regarding use near waterways and homes.

## 5 **PORTFOLIO UPDATES**

### 5.1 **Roading – Councillor Philip Redmond**

#### Focus areas for staff:

- The new Road Maintenance Contract began on 1 November 2025.
- The sealing season was underway, with resealing commencing on Featherstone Avenue. Pre-reseal repairs were continuing around the Waimakariri District.
- Boundary Road pavement repairs were underway. Corde would be moving onto Domain Road next. Both sites were to be completed before Christmas.
- Mowing and spraying were continuing during this high growth time.

#### Roading Capital Projects:

- The Woodend to Ravenswood / Pegasus Footpath construction is progressing well, with just over 50% of the work complete. This is planned to be complete by Christmas.
- The following contracts were currently out for tender:
  - High Risk Rural Intersections package
  - Bridge Maintenance Scour Repairs package
  - Kaiapoi to Pineacres Cycleway
  - 2025/26 Kerb and Channel Renewals
- Townsend Culvert Renewal Contract had been awarded to Ongrade Ltd and would commence on 5 January 2026.

#### Other Items:

- Water main works on Kingsbury Avenue /Ashley Street were continuing with approximately two weeks' work left to complete.
- The Water Unit were installing a new main on Johns Road and Percival Street. This was progressing well. Ongrade Ltd would follow on with a further section of the new water main to the south on Percival Street.
- Work had started on the BNZ Corner build at the High /Ashley and Ivory Streets intersection. The footpath on the west side of Ashley Street would be closed for the duration of the build, which was anticipated to be 12 months.
- Work was starting this week on the decommissioning of the Kippenberger Avenue Underpass.

#### Cycle Education

- The North Canterbury Sports and Recreation Trust (NCSRT) recently provided an update on the Bike Programme being delivered in Schools, which the Council helped fund. NCSRT had delivered the programme to 1,044 children (Year 5 and 6 students) across 17 schools between the start of the year and the end of term three.

Events:

- Rangiora Christmas Market in the Park – 28 November 2025
- Kaiapoi Carnival and Santa Parade – 6 December 2025
- Rangiora Santa Parade – 7 December 2025
- Oxman Triathlon - 30 November 2025.
- Canterbury Half Marathon in Pegasus - 14 December 2025

## 5.2 **Drainage, Stockwater and Three Waters (Drinking Water, Sewer and Stormwater) – Councillor Tim Fulton**

Drinking Water

- The UV system at the Ohoka Water Treatment Plant was commissioned in October 2025. All schemes now had fully operational UV systems, meeting the Water Services Authority's December 2025 deadline.
- McPhedron's wellhead installation works had been completed, and the new Bore 2 was now fully operational.
- Domain Road wellhead installation works had commenced and were expected to be completed in February 2026.
- The tender for the Two Chain Road wellhead installation works had recently closed and was expected to be awarded before Christmas 2025.
- Darnley Square headworks were now back online, following urgent maintenance works. This required issuing water conservation messaging; however, we now have full capacity available for the Kaiapoi drinking water supply, ready for summer demand.

Wastewater

- The Septage Facility at the Rangiora WWTP was now open, and contractors were applying for permits to use the facility.
- New inlet screens at the Kaiapoi, Woodend, Waikuku Beach and Oxford WWTPs had arrived, and the installation works contract had recently been tendered.
- Midge spraying and trapping were continuing at both the Woodend and Kaiapoi WWTPs.
- Desludging of the Kaiapoi WWTP Oxidation Pond 2A was to be tendered before Christmas 2025.
- The Percival Street sewer main project had been awarded and would commence in March 2026. This was expected to cause significant traffic disruption in the area but had been coordinated with the Townsend Road culvert replacement to minimise the impact.

Drainage / Stockwater

- Grounds and Services Ltd (GSL) started as the new Rural Drainage Maintenance contractor on 1 November 2025.
- Applications for members on the Drainage Advisory Groups were currently open. All current members would be sent a letter or email, and it would also be advertised in the local newspapers. Applications close on 5 February 2026.

## 5.3 **Solid Waste– Councillor Niki Mealings**

- Canterbury Reuse and Recycling Takeback Schemes guide for where people can take recyclable items not accepted in kerbside bins, such as gas bottles, batteries and tech waste, for free.

- The Canterbury regional staff group had developed and were finalising a brochure to let Canterbury residents know where they could recycle some of the things that cannot be taken in the recycling bins; this would be made available during the new year.
- Kerbside bin audits began in September 2025, starting in new areas, and now the audit team were re-auditing streets they had not been to since earlier in the year. A total of 18 letters had been sent, letting people know they had had two contaminations and were at risk of having their bin removed; 22 bins were on the list to be checked. Two bins had been removed after being found contaminated for a fourth time, and another four were on the removal list.
- Recycling commodity prices for paper had tanked, and markets for No.1 and 5 plastics were challenging to find – Eco Central had advised that this would impact its income, and there were likely to be charge increases next year. This should not result in overspending existing budgets.
- The 'magic sand' asbestos contamination issue had so far only produced two wheelie bins' worth of waste to be disposed of by Scope. This was being monitored.

#### 5.4 Transport – Mayor Dan Gordon

Mayor Gordon was absent and unable to provide an update.

## 6 REPORTS REFERRED FROM COMMUNITY BOARDS

### 6.1 Request for approval to establish a School Patrol and Kea Crossing on Townsend Road at Te Matauru School – J McBride (Roading and Transport Manager) and P Daly (Road Safety Coordinator/Journey Planner)

*(Refer to report Trim no. 250326051559 to the Rangiora-Ashley Community Board meeting of 12 November 2025).*

J McBride and P Daly were in attendance to present the report, which sought approval to establish a school patrol and a kea crossing on Townsend Road outside Te Matauru Primary School.

Councillor Bartle asked when this would likely be implemented. P Daly replied that the system being used was new technology, and he was awaiting final costings. He expected the crossing to be operational before the first term of 2026.

Councillor Doody questioned how the new system would work, and P Daly advised that the poles would hinge upward and would be attached to the pedestrian crossing signage. He offered to provide members with information about the new system.

Moved: Councillor Ward

Seconded: Deputy Mayor Redmond

**THAT** the Utilities and Recreation Committee:

- Approves** the establishment of a School Patrol and Kea Crossing on Townsend Road at the existing crossing point, which is located between the western pedestrian gates of Te Matauru Primary School.
- Notes** that budget has previously been approved for this project as part of the Minor Safety Programme (School Safety Projects PJ 102717.000.5133).

**CARRIED**

Councillor Ward noted that the report was thoroughly discussed by the Rangiora-Ashley Community Board and was supported.

Deputy Mayor Redmond supported the motion, noting that implementation should occur as soon as possible.

6.2 **Approval to Install No Stopping Restrictions – Charles Upham Drive** – J McBride (Roading and Transport Manager) and S Srinivasan (Project Engineer (PDU))

*(Refer to report Trim no. 250822155240 to the Rangiora-Ashley Community Board meeting of 12 November 2025).*

J McBride and S Srinivasan were in attendance to present the report, which sought approval to install no-stopping restrictions associated with the proposed installation of a pedestrian refuge island on Charles Upham Drive adjacent to the southern pedestrian access to the Ryman Village.

There were no questions from elected members.

Moved: Councillor Ward

Seconded: Councillor Fulton

**THAT** the Utilities and Recreation Committee:

- (a) **Approves** the installation of no-stopping restrictions to accommodate the planned pedestrian refuge island installation.
- (b) **Notes** that the no-stopping restrictions required as a result of this project will be a 20m extension of the existing no-stopping on the eastern side of Charles Upham Drive outside the Rymans Stormwater Reserve, to 55m north of the Oxford Road intersection.
- (c) **Notes** that the installation of no-stopping lines at this site equates to the loss of three on-street car parking spaces.
- (d) **Notes** that consultation was undertaken and Rymans Retirement Village Management and the adjacent Acorns Cafe support this pedestrian refuge. As part of the consultation, the Montessori Preschool has been provided with the plans and has been asked to provide feedback. Staff have followed up regarding the proposal on multiple occasions; however, they have had no response back.
- (e) **Notes** budget for the proposed works has previously been approved for this project as part of the Minor Safety Programme (Walking and Cycling Projects PJ102719.000.5133).

**CARRIED**

Councillor Ward noted that the report was thoroughly discussed by the Rangiora-Ashley Community Board and was supported.

6.3 **Provide Consultation Feedback and Request Approval of Coronation Street No-stopping Restriction**– J McBride (Roading and Transport Manager) and S Binder (Senior Transportation Engineer)

*(Refer to report Trim no. 251013193629 to the Rangiora-Ashley Community Board meeting of 12 November 2025).*

J McBride and S Binder were in attendance to present the report, which provided feedback on the consultation of the proposed no-stopping restriction and sought approval to establish the restriction on Coronation Street from the Southbrook Road intersection for 55 metres west to the driveway at no. 31 Coronation Street.

Councillor Fulton asked what was meant by the term 'side friction'. S Binder replied that it was when vehicles were parked on both sides of the road, which narrowed the road, slowing traffic.

Moved: J Ward

Seconded: Deputy Mayor Redmond

**THAT** the Utilities and Recreation Committee:

(a) **Approves** installation of the following no-stopping restriction:

- Coronation Street, from the Southbrook Road intersection for 55m west to the driveway at no. 31.

**CARRIED**

Deputy Mayor Redmond noted that this matter had been discussed previously and that the residents were in favour of the restrictions.

6.4 **Proposed Changes to Ohoka Road Line Markings** – J McBride (Roading and Transport Manager) and K Straw (Civil Projects Team Leader)

*(Refer to report Trim no. 250825156479 to the Kaiapoi-Tuahiwi Community Board meeting of 17 November 2025).*

J McBride presented the report, seeking approval for proposed line marking changes along Ohoka Road in conjunction with the planned routine resealing, scheduled for the upcoming sealing season.

There were no questions from elected members.

Moved: Deputy Mayor Redmond

Seconded: Councillor Mealings

**THAT** the Utilities and Recreation Committee:

(a) **Approves** the proposed line marking changes (Trim: 250903167205).

(b) **Notes** that the estimated cost associated with the proposed line marking changes is \$1,600, and this will be funded through the Traffic Services budget (GL 10.270.583.2500).

(c) **Notes** that the proposed line marking changes are in accordance with the Engineering Code of Practice.

(d) **Notes** that there is no change to on-street parking as a result of the proposed changes.

**CARRIED**

Deputy Mayor Redmond confirmed that this matter was discussed by the Kaiapoi-Tuahiwi Community Board, noting it was a sensible option which provided a cycle lane with no loss of parking.

## 7 **QUESTIONS UNDER STANDING ORDERS**

Nil.

## 8 **URGENT GENERAL BUSINESS**

Nil.

## 9 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Moved: Deputy Mayor Redmond

Seconded: Councillor Fulton

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:

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

- 9.1 Contract 25-84 Asphalt and Seal Repairs - Tender Evaluation and Contract Award Report.
- 9.2 Contract 25/42 Laboratory Testing Services Tender Evaluation and Contract Award Report.
- 9.3 CON25/69 - Domain Road Well No.3 - Well Head Construction – Tender Evaluation and Contract Award Report.
- 9.4 McIntosh Drain (Eders to Gladstone) Upgrade Award of design services contract to Baseline Group.
- 9.5 Contract 25/54 Percival Street Wastewater Upgrade & Water Renewals 2025/26 Tender Evaluation and Contract Award Report.
- 9.6 Contract 21/40 – Townsend Road Culvert Installation Tender Evaluation and Contract Award Report.

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.
9.1	Contract 25-84 Asphalt and Seal Repairs - Tender Evaluation and Contract Award Report	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial), and maintain legal professional privilege. <b>LGOIMA Section 7 (2)(a), (g) and (i).</b>
9.2	Contract 25/42 Laboratory Testing Services Tender Evaluation and Contract Award Report	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial), and maintain legal professional privilege. <b>LGOIMA Section 7 (2)(a), (g) and (i).</b>
9.3	CON25/69 - Domain Road Well No.3 - Well Head Construction – Tender Evaluation and Contract Award Report	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial), and maintain legal professional privilege. <b>LGOIMA Section 7 (2)(a), (g) and (i).</b>
9.4	McIntosh Drain (Eders to Gladstone) Upgrade Award of design services contract to Baseline Group	Good reason to withhold exists under Section 7	To enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities. <b>LGOIMA Section 7(2)(h).</b>
9.5	Contract 25/54 Percival Street Wastewater Upgrade & Water Renewals 2025/26 Tender Evaluation and Contract Award Report	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial), and maintain legal professional privilege. <b>LGOIMA Section 7 (2)(a), (g) and (i).</b>

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public.
9.6	Contract 21/40 – Townsend Road Culvert Installation Tender Evaluation and Contract Award Report	Good reason to withhold exists under Section 7	To enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities. <b>LGOIMA Section 7(2)(h).</b>

**CARRIED**

**CLOSED MEETING**

*The Public Excluded portion of the meeting commenced at 10.44am and concluded at 10.46am.*

**OPEN MEETING**

10 **NEXT MEETING**

The next meeting of the Utilities and Roothing Committee was scheduled for Tuesday, 9 December 2025, at 9am in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 11.38AM.

<p><b>Workshop and Briefing Session</b> (11.38am to 12.20pm)</p> <ul style="list-style-type: none"> <li>• <i>Cust Rural Recycling Facility Update -Refer Trim 251125224631</i></li> <li>• <i>Ashley River Stopbank Project – Refer Trim 251024203002</i></li> <li>• <i>West Waimakariri Wastewater Strategy – Refer Trim 251024203002</i></li> </ul>
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**CONFIRMED**



\_\_\_\_\_  
Chairperson

9 December 2025

\_\_\_\_\_  
Date

**MINUTES OF THE INAUGURAL MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE A&P ROOM OF THE OXFORD TOWN HALL, 34 MAIN STREET, OXFORD, ON WEDNESDAY 5 NOVEMBER AT 6.36PM.**

**PRESENT**

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

**IN ATTENDANCE**

J Millward (Chief Executive) and K Rabe (Governance Advisor).

There was one member of public present.

*At the commencement of the meeting, the Chief Executive, J Millward, took the Chair and welcomed the newly elected Board members to the inaugural meeting of the fourth term of the Oxford-Ohoka Community Board. He extended Mayor Gordon and G Cleary's apologies for not being able to attend the Board's inaugural meeting.*

**1 APOLOGIES**

Moved: M Brown

Seconded: P Merrifield

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives and sustained** a request for leave of W Godfrey.

**CARRIED**

**2 CONFLICTS OF INTEREST**

There were no conflicts declared.

**3 BOARD MEMBERS' DECLARATIONS**

*The Chief Executive invited elected members to read and sign their declarations as required in terms of Schedule 7 of the Local Government Act, 2002, which was witnessed and signed by the Chief Executive.*

**Declaration by Community Board members:**

I, (name), declare that I will faithfully and impartially, and according to the best of my skill and judgement, execute and perform, in the best interests of the Woodend-Sefton community, the powers, authorities, and duties vested in or imposed upon me as Member of the Woodend-Sefton Community Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at: Rangiora on 29 October 2025

Signature:

Signed in the presence of:

[J Millward]

The Community Board members who read the oath were Sarah Barkle, Mark Brown, Tim Fulton, Ray Harpur, Niki Mealings, Pete Merrifield and T Robson.

#### 4. REPORTS

##### 4.1 Appointment of Chairperson and Deputy Chairperson – K Rabe (Governance Advisor)

J Millward introduced the report and explained the process for electing the Chairperson and Deputy Chairperson. He then called for nominations for Chairperson.

There were no questions from elected members.

Moved: M Brown

Seconded: None

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** Report No: 250702119817.
- (b) **Resolves** to call for nominations of Chairperson and Deputy Chairperson and uses System (A) for voting in the event of more than one member being nominated.
- (c)(i) **Appoints** Board Member Thomas Robson as Chairperson of the Oxford-Ohoka Community Board for the first half of the 2025-28 triennial term to take immediate effect from 5 November 2022 until 30 April 2026.
- (c)(ii) **Appoints** Board Member Sarah Barkle as Chairperson of the Oxford-Ohoka Community Board for the second half of the 2025-28 triennial term to take effect from 1 May 2026 until the end of the 2025-28 triennial term in October 2025.

**LAPSED**

Moved: P Merrifield

Seconded: R Harpur

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** Report No: 250702119817.
- (b) **Resolves** to call for nominations of Chairperson and Deputy Chairperson and uses System (A) for voting in the event of more than one member being nominated.
- (c) **Appoints** Board Member Sarah Barkle as Chairperson of the Oxford-Ohoka Community Board to take immediate effect from 5 November 2025 until the end of the 2025-28 triennial term, in October 2028.
- (d) **Notes** remuneration will be appropriately adjusted for the Chairperson from 6 November 2025.

**CARRIED**

Moved: M Brown

Seconded: None

**THAT** the Oxford-Ohoka Community Board:

- (e) **Appoints** Board Member Thomas Robson as Chairperson of the Oxford-Ohoka Community Board to take immediate effect from 5 November 2025 until the end of the 2025-28 triennial term, in October 2028.

**LAPSED**

*The Chief Executive vacated the Chair in favour of the elected Chairperson, S Barkle.*

S Barkle thanked the Board for electing her as Chairperson, whereafter she called for nominations for the position of Deputy Chairperson.

Moved: R Harpur

Seconded: N Mealings

**THAT** the Oxford-Ohoka Community Board:

- (f) **Appoints** Board Member Thomas Robson as Deputy Chairperson of the Oxford-Ohoka Community Board to take immediate effect from 5 November 2025 until the end of the 2025-2028 triennial term.

**CARRIED**

3.1 **Local Government Act - First Meeting following the Triennial General Election Requirements** – J Millward (Acting Chief Executive)

J Millward noted that report outlined legislation which members need to be aware of. Members have been provided with copies of various legislation that may have the most impact on Community Boards as part of their induction packs.

There were no questions from elected members.

Moved: M Brown

Seconded: N Mealings

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** report No 250805144092.
- (b) **Receives** legislative material that has been circulated.

**CARRIED**

3.2 **Code of Conduct – S Nichols (Governance Manager)**

K Rabe spoke to the report, noting that under legislation, the Board was required to have a Code of Conduct and Standing Orders in place from its inaugural meeting. The Standing Orders provided guidance for the conduct of Board meetings. The Council's Standing Orders had been adapted to better meet the needs of Community Boards. However, the Government, through the Local Government (Systems Improvements) Amendment Bill, was proposing to introduce standardised Codes of Conduct and Standing Orders for all councils. As a result, it was anticipated that the Board's Code of Conduct and Standing Orders would need to be reviewed once further details of the proposed Bill become available early in the new year.

There were no questions from elected members.

Moved: N Mealings

Seconded: P Merrifield

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 250702119851.
- (b) **Receives** the 2025 Elected Members Code of Conduct document (Trim 230918145779).

- (c) **Receives** the 2025 Community Board Standing Orders (Trim 251013193983).
- (d) **Notes** that both the Code of Conduct and Standing Orders will be reviewed by the Board at either its March or April 2026 meeting.

**CARRIED**

3.3 **Meeting and Workshop Dates from October 2025 to December 2026** – K Rabe  
(Governance Advisor)

K. Rabe took the report as read and noted that two upcoming meetings had been scheduled at alternative venues:

- The meeting on 6 May 2026 would be held at the Mandeville Sports Centre.
- The meeting on 7 October 2026 had been moved to the West Eyreton Community Hall.

N Mealings requested that the Board consider rescheduling the meeting to be held at the Mandeville Sports Centre to June 2026, due to Councillors' commitments with the Annual Plan submissions hearings during May 2026. She noted it would be more practical to have the Board meeting and the Annual Plan submissions hearings at the same venue. Additionally, she proposed that an extra meeting be held at the Mandeville Sports Centre in March 2026.

In response to a query regarding the possibility of holding a meeting at the Swannanoa Hall, K Rabe advised that staff had previously investigated this option. However, the venue lacked the necessary furniture to support a formal Board meeting.

Moved: S Barkle

Seconded: N Mealing

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 250702119897.
- (b) **Resolves** to meetings commencing at 6.30pm, at the Ohoka Community Hall, Mill Road, Ohoka, Oxford Town Hall, Main Street Oxford, West Eyreton Community Hall, 40 Earlys Road, Cust and Mandeville Sports Centre, 405 Mandeville Road, Swannanoa on the following dates:

Date	Venue
5 November 2025	Oxford Town Hall
3 December 2025	Ohoka Community Hall
4 February 2026	West Eyreton Community Hall
4 March 2026	Mandeville Sports Centre
8 April 2026	Ohoka Community Hall
6 May 2026	Oxford Town Hall
3 June 2026	Mandeville Sports Centre
8 July 2026	Oxford Town Hall
5 August 2026	Mandeville Sports Centre
2 September 2026	Ohoka Community Hall
7 October 2026	West Eyreton Community Hall
4 November 2026	Ohoka Community Hall

Date	Venue
2 December 2023	Oxford Town Hall

**CARRIED**

**4 QUESTIONS UNDER STANDING ORDERS**

Nil.

**5 URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

**NEXT MEETING**

The next ordinary meeting of the Oxford-Ohoka Community Board was scheduled for 7.03pm, Wednesday 5 November 2025 at the oxford Town Hall, 56 Main Street, Oxford.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 7.03PM.

**CONFIRMED**



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Chairperson

3 December 2025

-----  
Date

**MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE A&P ROOM OF THE OXFORD TOWN HALL, 34 MAIN STREET, OXFORD, ON WEDNESDAY 5 NOVEMBER AT 7.03PM.**

**PRESENT**

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

**IN ATTENDANCE**

J Millward (Chief Executive) and K Rabe (Governance Advisor).

There was one member of public present.

**1. APOLOGIES**

Moved: M Brown

Seconded: P Merrifield

**THAT** the Oxford-Ohoka Community Board:

(a) **Receives and sustained** a request for leave of W Godfrey.

**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**

Nil.

**5. DEPUTATIONS AND PRESENTATIONS**

**5.1 Oxford Medical Centre – Mark Brown**

M Brown, Chairman of the Oxford Health Charitable Trust provided an update on the development of the new Oxford Medical Centre. The following items were discussed:

- Property Acquisition: The purchase of 80 Welds Street, Oxford had been completed, with settlement scheduled for 12 December 2025. The existing house on the property would be fenced off and rented out.
- Community Engagement: Feedback was being sought from local community groups and organisations during October and November 2025 to ensure the new facility supports equitable healthcare for all.
- Project Team: A Project and Liaison Manager, architects, planners, and quantity surveyors had been engaged. Following analysis of community feedback, a concept plan was expected by February 2026, enabling planners to liaise with Council staff regarding resource consent requirements. Ideas under consideration included undercover parking for mobility scooters, dedicated parking for parents with young

children and the elderly, and a unique outdoor covered waiting area reflecting the Centre's rural setting.

- Operational Goals: The Centre was anticipated to open in late 2027 or early 2028, expanding capacity from approximately 4,500 to 6,500 patients annually. No staffing shortages were expected, as the current practice was a recognised training facility for general practitioners and nurse practitioners.
- Governance: A new Board member has been appointed, pending reference checks.
- Funding and Promotion: Initial donations had been received. Promotion of the project would occur via Facebook, the Observer, and the North Canterbury News.
- Council Involvement: The Trust had its own funding and did not expect financial support from the Council; however, it would work with the Council on consent processes.

S Barkle endorsed the outdoor waiting area and M Brown agreed, noting that some patients were reluctant to wait in an enclosed area with other sick people. A potential idea was to have some static toys and things kids could twirl around.

The Chairperson thanked M Brown for his update.

## 6. ADJOURNED BUSINESS

Nil.

## 7. REPORTS

### 7.1 Electric Vehicle Charger Upgrade – Clarification on Additional Car Park Marking – G Maxwell (Business and Project Advisor)

G. Maxwell presented a report providing an update on the implementation of the Electric Vehicle (EV) charger upgrade at Pearson Park and sought approval to mark a fourth car park for EV charging.

P Merrifield raised a concern regarding the availability of EV charging stations during the Sunday Market held at Pearson Park, noting that the area was not accessible at that time. G Maxwell confirm that the Farmers Market's licence to operate allowed the use of the car park from 9:00am to 2:00pm every Sunday, during which time the EV charging stations would be unavailable.

T Fulton queried whether information about the additional EV charging stations would be shared with the Pearson Park Advisory Group and other user groups. G Maxwell responded that the Council's Communications and Engagement Team would release this information at the appropriate time.

S. Barkle noted that it was interesting to learn that Oxford was the most utilised EV charging stations in the Waimakariri District.

N Mealings asked whether any feedback had been received from EV users regarding the limited access to charging stations on Sundays. G Maxwell advised that no formal complaints had been received; however, residents had commented on the high usage of the station on Sunday afternoons.

Moved: N Mealings

Seconded: M Brown

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 251022200905.

- (b) **Notes** that the Oxford-Ohoka Community Board approved Meridian's Electric Vehicle Charger Upgrade work, at the Board's meeting in March 2024.
- (c) **Approves** Option One (section 4.2) to undertake the ground marking of a fourth car park at Pearson Park for Electric Vehicle charging, as part of Meridian's planned Electric Vehicle Charger upgrade works prior to February 2026, noting that this Option is consistent with Council's original agreement with Meridian to provide land to enable Electric Vehicle charging infrastructure in Oxford, whilst Meridian fund the installation, upgrades, maintenance and insurance associated with the infrastructure.
- (d) **Notes** that staff will continue to monitor usage patterns to assess future infrastructure needs and provide appropriate updates to the Community Board.

**CARRIED**

N. Mealings acknowledged that, despite the EV charging stations at Pearson Park being unavailable on Sunday mornings due to the Farmers Market, it remained the most popular EV charging site in the Waimakariri District. She expressed support for the upgrade of the transformer and the addition of a fourth EV car park.

7.2 **Applications to the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant Fund** – K Rabe (Governance Advisor)

K Rabe presented the report, noting that the requested funding amount exceeded amount usually allocated to organisations. She highlighted that the market would be held in Tuahiwi, and that only an estimated 20% of the people attending/ participating in the market would be from the Oxford-Ohoka Ward. It was further noted that applications had been sent to all Community Boards, with Oxford-Ohoka being the first to consider the request.

S Barkle queried whether there was any information on the number of children and young people who would benefit from the market. K Rabe responded that no specific data was provided, but given the intention to offer free stalls, it was likely that stallholders would attend from across the Waimakariri District and potentially beyond.

S Barkle noted that Ngāi Tahu was based at Tuahiwi, and iwi members residing within the Oxford-Ohoka Ward typically attend events and learning opportunities at Tuahiwi. She, therefore, suggested that supporting the application would support iwi within the Oxford-Ohoka Ward.

T Fulton observed a disconnect between the Council's ward-based structure and Ngāi Tahu's approach to managing iwi affairs and suggested that the application should be considered in a broader district context. He proposed that the funding criteria may need to be reviewed to better reflect such considerations in future.

M Brown noted that funding decisions ultimately rest with the Board, and while the Board's Discretionary Grant criteria served as a guide, the Board retained discretion to support initiatives that may not fully align with current guidelines.

Moved: S Barkle

Seconded M Brown

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 250925182568.

- (b) **Approves** a grant of \$600 to the Noaia Charitable Trust towards the cost of equipment hire and promotion for its Community Market to be held in Tuahiwi in early December 2025.

**CARRIED**

M Brown noted that approving this allocation would send a positive message to iwi and the wider community, acknowledging the significant presence of iwi working within the Oxford-Ohoka Ward's farming district.

S Barkle advised that the Board currently had \$5,384 available for allocation in the 2025/26 financial year, and that approving \$600 for this application would still leave sufficient funds to allocate through to the end of June 2026.

J Millward commented that he was unfamiliar with Noaia Trust and suggested it may have been helpful if the Board was provided with the Trust's deed it would have a clearer understanding of its aims and purposes. He also noted that, based on the Trust's Profit and Loss Statement provided, it appeared to have substantial funds available, however wages and running expenses would need to be factored into this balance.

## 8. CORRESPONDENCE

Nil.

## 9. CHAIRPERSON'S REPORT

### 9.1 Chairperson's Report for October 2025

S Barkle provided an update on the Environment Court proceedings regarding Woodstock Quarries, noting that expert conferencing had been completed. She and T Robson, as Board representatives, would focus on supporting areas not necessarily covered by expert witnesses but important to the community. Court proceedings are still scheduled to begin the week of November 17th.

T Fulton raised concerns regarding feedback he had received about the waiting list for pensioner housing in Oxford, noting that three units were currently vacant. A general discussion followed, with concerns expressed about new residents moving into the Waimakariri District and being allocated units ahead of those already on the waiting list. J Millward agreed to investigate the matter, acknowledging that allocations may be influenced by specific criteria or individual circumstances.

S Barkle provided an update on the Environment Court proceedings regarding the Woodstock Quarry, noting that expert conferencing had been completed. She and T Robson, as Board representatives, would focus on supporting areas not covered by expert witnesses, including the afterlife of the quarry, transport routes, and the potential impact on school traffic during pick-up and drop-off times. She acknowledged that while some technical aspects of the application had been modified, she did not believe these changes significantly altered the overall proposal.

Moved: T Fulton

Seconded: P Merrifield

**THAT** the Oxford-Ohoka Community Board:

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

**CARRIED**

## 10. MATTERS FOR INFORMATION

- 10.1 Minor Amendments to the Northern Pegasus Bay Bylaw – Report to Council Meeting 2 September 2025 – Circulates to all Boards.
- 10.2 Amendments to Standing Orders for Council, Committees, Sub-Committees, Joint Committees and Hearing Panels – Report to Council Meeting 2 September 2025 – Circulates to all Boards.
- 10.3 Health, Safety and Wellbeing Report July 2025 to Current – Report to Council Meeting 2 September 2025 – Circulates to all Boards.
- 10.4 Proposed Amendments to Roding and Stockwater Bylaw and Policies for Consistency with District Plan Decisions – Report to Council Meeting 30 September 2025 – Circulates to all Boards.
- 10.5 Council Submissions to Central Government Consultations for August and September 2025 – Report to Council Meeting 30 September 2025 – Circulates to all Boards.
- 10.6 Wolffs Road Footbridge Society Incorporated Memorandum of Understanding – Report to Council Meeting 30 September 2025 – Circulates to the Oxford-Ohoka Community Board.
- 10.7 Health, Safety and Wellbeing Report August 2025 to Current – Report to Council Meeting 30 September 2025 – Circulates to the Kaiapoi-Tuahiwi Community Board.
- 10.8 Appointment of Portfolio Holders – Report to Council Meeting 29 October 2025 – Circulates to all Boards.
- 10.9 Council Meeting Schedule November 2025 – December 2026 – Report to Council Meeting 29 October 2025 – Circulates to all Boards.
- 10.10 Approval of the Welcoming Waimakariri Plan for Public Consultation – Report to the Community and Recreation Committee Meeting 16 September 2025 – Circulates to all Boards.
- 10.11 Analysis of Youth Action Plan Early Engagement Responses – Report to Community and Recreation Committee Meeting 16 September 2025 – Circulates to all Boards.
- 10.12 Aquatics September Update – Report to Community and Recreation Committee Meeting 16 September 2025 – Circulates to all Boards.
- 10.13 Libraries Update to September 2025 – Report to Community and Recreation Committee Meeting 16 September 2025 – Circulates to all Boards.
- 10.14 Avian Botulism Management 2024/25 and a Bird Deterrent Proposal – Report to Utilities and Roding Committee Meeting 16 September 2025 – Circulates to all Boards.
- 10.15 Accountability Reporting for Waimakariri Biodiversity Trust Funding 2024/25 – Report to Utilities and Roding Committee Meeting 16 September 2025 – Circulates to all Boards.
- 10.16 May 2025 Flood Recovery Progress Update and Project Update on Infrastructure Resilience Fund for 2024/25 and 2025/26 – Report to Utilities and Roding Committee Meeting 16 September 2025 – Circulates to all Boards.

Moved: S Barkle

Seconded: M Brown

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** the information in items.10.1 to 10.16.

**CARRIED**

## 11. MEMBERS' INFORMATION EXCHANGE

### Mark Brown

- Attended the Eyre Environmental Safety Society (AESS):
  - originally formed by neighbours of the Wrights Road Pond which was now being considered as a dam. The Group was fighting this proposal. Given that the old members of the Group had relocated to other areas it was agreed that a public meeting be held to recruit new members. Part of the conditions of the consent was that a Community Liaison Group be formed which was originally AESS so it was important to find sufficient members to keep the group going.
  - Another condition was that the Council needed to be represented; however, it was not clear whether it would be an elected member of staff. M Brown believed the AESS would be writing to the Board requesting a Board representative.
  - A further consent condition gave Burnt Hill consent to build and operate the dam and evacuate the flood zone which stretches from Royce Road right down to a long way down South Day Road. This was a huge concern for residents and was already affecting property prices and impacting on insurance costs.

### Tim Fulton

- He was appointed as the Council representative to Waimakariri Irrigation Limited and was the Council Portfolio holder for Drainage.
- Mandeville North Station sign to be installed at the corner of Bradleys and Chamber Roads where the rail embankment was situated. As a matter of interest, the plantation behind the site was called the Mandeville North Station Reserve.
- Oxford Trust was working with the Council to install a sign for the East Oxford Station located on its land.
- Commended the Council on the refurbishment of the West Eyreton Community Hall.
- Concern regarding semi-permanent homes camping at West Oxford Reserve which now seemed to be moving to Barracks Reserve. Community and Greenspace Teams were working on this matter and trying to determine genuine needs. Concern that there seemed to be a spread of people freedom camping in Cust and Ohoka Domain.

### Ray Harpur

- The new Bocca Courts were commissioned on Saturday 1 November 2025. Bocca had become an international sport and played from a wheelchair. Canterbury had historically done very well at the sport and are currently looking at representing New Zealand internationally. MainPower Stadium had put aside an area specifically for this sport.

### Niki Mealings

- N Mealings spoke of resident's concerns relating to freedom camping. 'No camping' signs were to be put up and the community team were doing welfare checks to ensure that anyone living out of their vehicles who were not just tourists traveling round the country were offered assistance.

### Pete Merrifield

- Update on the storage for Oxford Museum which may now be overtaken by the possibility of a 1925 jail being located on site instead.
- Attended a GreyPower meeting:
  - He took the opportunity to promote Cust, Oxford and Mandeville.
  - There were also two interesting presentations on Health Improvement Practitioners and people suffering with dementia.

**Thomas Robson**

- Working with Oxford Tennis Club and the Council regarding charges for the use of JCs Room toilet and kitchens.
- Oxford Community Trust – working on progressing the bike track and had the New Zealand Police and the Department of Internal Affairs speak at the last meeting.
- Ashley Gorge Reserve:
  - The wind event caused the park to close for cleanup.
  - Information Kiosk soon to get underway with a donation of posts and concrete.

**12. CONSULTATION PROJECTS****12.1 Allin Drive and Pegasus View Park Play Spaces**

<https://letstalk.waimakariri.govt.nz/allin-drive-and-pegasus-view-reserves>

Consultation closes Wednesday 12 November 2025.

The Board noted the consultation projects.

**13. BOARD FUNDING UPDATE****13.1 Board Discretionary Grant**

Balance as at 30 October 2025 was \$4,874.

**13.2 General Landscaping Fund**

Balance as at 30 October 2025 was \$14,330.

The Board noted the Board Funding update

**14. MEDIA ITEMS**

Nil.

**15. QUESTIONS UNDER STANDING ORDERS**

Nil.

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

Nil.

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

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

Moved: M Brown

Seconded: P Merrifield

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:

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

17.1 Ashley Gorge Reserve Advisory Group appointment of members and confirmation of current Terms of Reference

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

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
17.1	Ashley Gorge Reserve Advisory Group appointment of members and confirmation of current Terms of Reference	Good reason to withhold exists under section 7	To protect information where the making available of the information would disclose a trade secret as per LGOIMA Section 7 (2)(b(i)).

**CARRIED**

**CLOSED MEETING**

*The public-excluded portion of the meeting was held from 7.07pm to 8.27PM.*

**OPEN MEETING**

**18. NEXT MEETING**

The next meeting of the Oxford-Ohoka Community Board was scheduled for 6.30pm, Wednesday 3 December 2025 at the Ohoka Community Hall.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.28PM.

**CONFIRMED**



-----  
Chairperson

3 December 2025  
-----  
Date

**MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 10 NOVEMBER 2025 AT 5.30PM.**

**PRESENT**

M Paterson (Chairperson), A Thompson (Deputy Chairperson), B Cairns, J McLachlan, M Potter, S Powell and P Stone.

**IN ATTENDANCE**

Deputy Mayor Redmond and Councillor Bartle (Kaiapoi Woodend-Ward Councillors).

K LaValley (General Manager Planning, Regulation and Environment), T Kunkel (Governance Team Leader) and C Fowler-Jenkins (Governance Support Officer).

There were two members of the public present.

**1 APOLOGIES**

Nil.

**2 CONFLICTS OF INTEREST**

There were no conflicts declared.

**3 CONFIRMATION MINUTES**

**3.1 Minutes of the Woodend-Sefton Community Board Meeting – 29 October 2025**

Moved: P Stone

Seconded: J McLachlan

**THAT** the Woodend-Sefton Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Woodend-Sefton Community Board meeting held on 29 October 2025.

**CARRIED**

**3.2 Matters Arising (from minutes)**

There were no matters arising.

**4 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY**

Nil.

**5 ADJOURNED BUSINESS**

Nil.

**6 REPORTS**

**6.1 Road Naming – B A Freeman Family Trust – S Morrow (Rates Officer Property Specialist)**

T Kunkel took the report as read.

P Stone questioned the reason why more than one proposed name was provided. T Kunkel explained that multiple options were provided to give the Board a choice. The developer submitted three possible names for consideration for the new road as part of this development. The names included:

- J. Curnick and L. Hayman, both Woodend servicemen from the First World War
- H. A. Platt, a Woodend serviceman from the Second World War

Moved: S Powell

Seconded: M Potter

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 251028204222.
- (b) **Approves** Curnick Street as the name of the new road shown as Road #1 on Trim: 251028204189.

**CARRIED**

6.2 **Application to the Woodend-Sefton Community Board's 2025/26 Discretionary Grant Fund** – T Kunkel (Governance Team Leader)

T. Kunkel presented the report, noting that an application had been received from the Noaia Trust to support the hosting of its annual market in Tuahiwi at the beginning of December 2025. It was estimated that approximately 300 people from the Waimakariri District would benefit from the event, with around 20% expected to come from the Woodend-Sefton area.

The application met the Board's Discretionary Grant Application Criteria as it was submitted by a Charitable Trust. However, the amount requested exceeded the maximum customarily granted per application. The criteria also stated that funding should be limited to projects primarily within the Board area or benefiting the area's residents. It was also noted that the Noaia Trust had applied to all Community Boards, and the Oxford-Ohoka Community Board had granted the Trust \$600.

In response to a question from P Redmond, T Kunkel advised that stalls at the market would be free for any community member. Additionally, Noaia Trust students would operate stalls selling planter boxes, furniture, and crafts produced through the Trust's programmes.

Moved: P Stone

Seconded: B Cairns

**THAT** the Woodend-Sefton Community Board:

- (c) **Receives** report No. 251001185955.
- (d) **Approves** a grant of \$750 to the Noaia Charitable Trust towards the cost of equipment hire and promotion for its Community Market to be held in Tuahiwi in early December 2025.

**LOST**

P Stone commented that the Noaia Trust appeared to be the heart of the Tuahiwi community, and it was therefore logical for the Community Board support the Noaia Trust to host the market.

B Cairns noted his experience attending several Noaia Trust events, including markets, and commended the Trust for the excellent work it did with its students. He explained that the Trust specialised in educating adults and young people who do not fit into traditional education programmes and hosted enjoyable community events.

A Thompson acknowledged the valuable work of the Noaia Trust but observed that only 20% of the beneficiaries were expected to come from the Woodend-Sefton area and that the market would be held in Tuahiwi, which was outside the Board's area. He therefore recommended approving a grant of only \$500.

Amendment:

Moved: A Thompson

Seconded: S Powell

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** report No. 251001185955.
- (b) **Approves** a grant of \$500 to the Noaia Charitable Trust towards the cost of equipment hire and promotion for its Community Market to be held in Tuahiwi in early December 2025.

**CARRIED**  
B Cairns against

A Thompson agreed that the event should receive support, noting that Tuahiwi was adjacent to the Woodend-Sefton area. He acknowledged that iwi members within the Board area may benefit from the event and therefore supported granting some funding to the Noaia Trust.

S Powell concurred that previous markets had been well attended community events that supported young people involved in the in the Noaia Trust programmes. However, she noted that the event would be held outside the Board area and expressed that more detail on how the grant funds would be used would have been helpful.

P Redmond observed that the Noaia Trust's financial statements indicated most of its funding came from the Ministries of Social Development and Education. He suggested that charging stallholders a small fee could help subsidise the market.

In her right of reply, P Stone agreed to the reasons given to reduce the amount of funding.

The amendment became the Substantive Motion.

## **7 CORRESPONDENCE**

Nil.

## **8 CHAIRPERSON'S REPORT**

### **8.1 Chairpersons Report for October 2025**

Nil.

## **9 MATTERS FOR INFORMATION**

- 9.1. Minor Amendments to the Northern Pegasus Bay Bylaw – Report to Council Meeting 2 September 2025 – Circulates to all Boards
- 9.2. Amendments to Standing Orders for Council, Committees, Sub-Committees, Joint Committees and Hearing Panels – Report to Council Meeting 2 September 2025 – Circulates to all Boards.
- 9.3. Health, Safety and Wellbeing Report July 2025 to Current – Report to Council Meeting 2 September 2025 – Circulates to all Boards
- 9.4. Proposed Amendments to Roading and Stockwater Bylaw and Policies for Consistency with District Plan Decisions – Report to Council Meeting 30 September 2025 – Circulates to all Boards
- 9.5. Council Submissions to Central Government Consultations for August and September 2025 – Report to Council Meeting 30 September 2025 – Circulates to all Boards.
- 9.6. Health, Safety and Wellbeing Report August 2025 to Current – Report to Council Meeting 30 September 2025 – Circulates to the Kaiapoi-Tuahiwi Community Board.

- 9.7. Appointment of Portfolio Holders – Report to Council Meeting 29 October 2025 – Circulates to all Boards.
- 9.8. Council Meeting Schedule November 2025 – December 2026 – Report to Council Meeting 29 October 2025 – Circulates to all Boards.
- 9.9. Approval of the Welcoming Waimakariri Plan for Public Consultation – Report to the Community and Recreation Committee Meeting 16 September 2025 – Circulates to all Boards.
- 9.10. Analysis of Youth Action Plan Early Engagement Responses – Report to Community and Recreation Committee Meeting 16 September 2025 – Circulates to all Boards.
- 9.11. Aquatics September Update – Report to Community and Recreation Committee Meeting 16 September 2025 – Circulates to all Boards.
- 9.12. Libraries Update to September 2025 – Report to Community and Recreation Committee Meeting 16 September 2025 – Circulates to all Boards.
- 9.13. Avian Botulism Management 2024/25 and a Bird Deterrent Proposal – Report to Utilities and Roading Committee Meeting 16 September 2025 – Circulates to all Boards.
- 9.14. Accountability Reporting for Waimakariri Biodiversity Trust Funding 2024/25 – Report to Utilities and Roading Committee Meeting 16 September 2025 – Circulates to all Boards.
- 9.15. May 2025 Flood Recovery Progress Update and Project Update on Infrastructure Resilience Fund for 2024/25 and 2025/26 – Report to Utilities and Roading Committee Meeting 16 September 2025 – Circulates to all Boards.

Moved: B Cairns

Seconded: P Stone

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.15.

**CARRIED**

## **10 MEMBERS' INFORMATION EXCHANGE**

### **B Cairns**

- Attended:
  - Fizz and Floods talk at the Kaiapoi Library.
  - The Trunk and Treat Event, one of several Halloween events.
  - The opening of the Boccia Courts at the MainPower Stadium.
  - A Big Brothers, Big Sisters event.
  - The Kaiapoi Community Watch Annual General Meeting – five members had served collectively 139 years of service.
  - The Pegasus Residents Group Incorporated Golf Tournament Fundraiser – The money raised would be going to fund a new community watch vehicle.
  - The Community Patrols New Zealand securing number plates to vehicles at Paws in Ravenswood
- The Woodend Garden Club celebrated its 80 years in operation. He was the guest speaker at the event.
- He judged the fashion show at The Sterling Melbourne Cup Racing Event.
- Chaired North Canterbury Neighbourhood Support monthly meeting.
- Attended community event at the Noaia Trust's in Tuahiwi – He had been assisting with fruit trees for the Trust's food forest, as well as teaching students how to grow kumara.
- Visited many of the Open Studios around the Waimakariri District, which was an Arts Canterbury event run over two weekends.
- Received a complaint from the Woodend Dairy regarding people parking longer than the time limit outside the dairy.
- Ice Cream Charlie was moving from Christchurch to Hilton Street in Kaiapoi.

## **S Powell**

- Attended:
  - A Welcoming Waimakariri Working Group meeting – consultation was now open and closed on 19 November 2025.
  - Youth Action Plan Briefing on the analysis of the responses to the Youth Action Plan early engagement survey conducted from May to July 2025. The consultation had been very successful with 1,112 young people participating in the survey and workshops, which was 11.63% of the Waimakariri District's youth population. The information collected during this early engagement process would be used to inform the development of a 2026-29 Youth Action Plan.
  - Boccia Launch at MainPower Stadium, which was an invitational tournament won by a Waimakariri local who was currently competing in an international tournament in Australia. These were the first marked Boccia courts in New Zealand. There were some good publicity of the event with Sport Canterbury videoing and conducting interviews.
- A story on the extension of Council paid surf lifesaving patrols over the coming summer season at Woodend and Pegasus Beaches as advocated for by the Board had been launched by Council. These patrols would run from 22 December 2025 to 25 January 2026 and the weekend of 31 January 2026 and 1 February 2026. At Waikuku Beach the funded patrols would be from 15 December 2025 to 6 February 2026 with additional coverage for weekends from 8 November 2025 to 15 March 2026 provided by volunteer lifeguards. Citizenship ceremony – worth attending one just to see how special it is for those attending and for their family and friends.
- New Zealand Transport Agency would be attending two Community Cuppas this week to provide an update on the Woodend Bypass to locals:
  - Ravenswood - Tuesday 11 November at 10am at St Barnabas Church.
  - Pegasus - Wednesday 12 November at 10am at Pegasus Community Centre.
- Two seats had been installed along Pegasus Boulevard, Pegasus. between Infinity Drive and SH1 last week, funded from the Board's landscaping budget.

## **11 CONSULTATION PROJECTS**

### **11.1 Allin Drive and Pegasus View Park Play Spaces**

<https://letstalk.waimakariri.govt.nz/allin-drive-and-pegasus-view-reserves>

Consultation would close on Wednesday 12 November 2025.

### **11.2 Welcoming Waimakariri**

<https://letstalk.waimakariri.govt.nz/welcoming-waimakariri>

Consultation would close on Wednesday 19 November 2025

The Board noted the consultation projects.

## **12 BOARD FUNDING UPDATE**

### **12.1 Board Discretionary Grant**

Balance as at 31 October 2025: \$7,955.

### **12.2 General Landscaping Budget**

Balance as at 31 October 2025: \$14,640.

The Board noted the funding update.

**13 MEDIA ITEMS**

Nil.

**14 QUESTIONS UNDER STANDING ORDERS**

Nil.

**15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

**16 NEXT MEETING**

The next meeting of the Woodend-Sefton Community Board was scheduled for 5.30pm, Monday 8 December 2025 in the Woodend Community Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 5:48PM.

**CONFIRMED**

A Thompson

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Deputy Chairperson

8 December 2025

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Date

**MINUTES OF THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON 12 NOVEMBER 2025 AT 7PM.**

**PRESENT**

L McClure (Chairperson), J Gerard (Deputy Chairperson), K Barnett, R Brine, W Doody, A Geeves, J Goldsworthy, D Hawkins, D Lundy, B McLaren, B Robinson, and J Ward.

**IN ATTENDANCE**

M Brown (Oxford-Ohoka Community Board Member)

S Hart (General Manager Strategy, Engagement and Economic Development), J McBride (Roading and Transport Manager), S Srinivasan (Project Engineer), S Binder (Senior Transportation Engineer) T Kunkel (Governance Team Leader) and A Connor (Governance Support Officer).

One member of the public was present.

**1. APOLOGIES**

Moved: J Gerard

Seconded: K Barnett

**THAT** the Rangiora-Ashley Community Board:

- (a) **Delegates** the authority to grant a leave of absence to the Chairperson to protect members' privacy. Noting that the Chairperson would advise all members of the Community Board whenever a member had been granted leave of absence under delegated authority.

**CARRIED**

**2. CONFLICTS OF INTEREST**

No conflicts of interest were declared.

**3. CONFIRMATION OF MINUTES**

**3.1. Minutes of the Rangiora-Ashley Community Board – 29 October 2025**

Moved: B McLaren

Seconded: A Geeves

**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 29 October 2025.

**CARRIED**

**3.2. Matters Arising (From Minutes)**

There were no matters arising from the minutes.

**4. DEPUTATIONS AND PRESENTATIONS**

Nil.

## 5. ADJOURNED BUSINESS

Nil.

## 6. TABLEING OF LATE REPORT

The Chairperson indicated that a late report had been submitted via a supplementary agenda, which needed to be formally received.

Moved: J Goldsworthy

Seconded: W Doody

**THAT** the Rangiora-Ashley Community Board:

- (a) **Resolves** to receive the late report, "*Road Naming – Bellgrove Stage 2*"

**CARRIED**

## 7. REPORTS

- 7.1. **Provide Consultation Feedback and Request Approval of Coronation Street No-stopping Restriction** – S Binder (Senior Transportation Engineer) and J McBride (Roothing and Transport Manager)

S Binder took the report as read, noting that 14 responses had been received during the consultation period regarding the proposed no-stopping on Coronation Street.

A Geeves asked whether the Council had the authority to require business-related parking to be provided on-site rather than on the street, as suggested in some submissions. S Binder confirmed there was no provision for the Council to mandate on-site parking for businesses; such requirements could only be considered through a resource consent process when a new business was established.

Moved: K Barnett

Seconded: J Gerard

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 251013193629.
- (b) **Notes** that any infrastructure improvements would need to be prioritised against other demands across the Waimakariri District and that staff will prepare a separate report to Council for consideration as part of the Long-Term Plan process.

*AND*

**THAT** the Rangiora-Ashley Community Board recommends:

**THAT** the Utilities and Roothing Committee:

- (c) **Approves** installation of the following no-stopping restriction:
- (i) Coronation Street, from the Southbrook Road intersection for 55m west to the driveway at no. 31.

**CARRIED**

K Barnett noted that the parking spaces to be removed were currently obstructing traffic flow. While acknowledging that not all parties would be satisfied, she emphasised the importance of ensuring the intersection operates effectively and strongly supported the proposed no-stopping restriction at this location.

J Gerard also supported the motion and believed that establishing no-stopping restrictions on Coronation Street was the best solution to a historic awkward situation.

In her right of reply, K Barnett reiterated that there was also plenty of on-street parking further down Coronation Street.

7.2. **Request for Approval to Establish a School Patrol and Kea Crossing on Townsend Road at Te Matauru School** – P Daly (Road Safety Coordinator/Journey Planner) and J McBride (Roading and Transport Manager)

J McBride highlighted that this report followed a request from the Te Matauru Primary School's Board of Trustees. The New Zealand Transport Agency's (NZTA) Guidance recommended that school patrols should be considered whenever vehicle flows at before- and after-school times would make it difficult for school traffic wardens to find safe gaps in the traffic. Townsend Road was busy with traffic volumes expected to increase as the school continued to grow. There were currently 500 to 600 vehicles per hour travelling past the school crossing area.

Responding to a question from K Barnett, J McBride advised that, if approved, the kea crossing would likely be installed at the beginning of 2026. However, because it was proposed to install electronic variable-speed limit signage on Townsend Road, the implementation of the variable speed limit may be delayed by 2 to 3 months.

K Barnett asked whether it would be better to wait and install the kea crossing and variable speed limit at the same time, expressing a concern that the kea crossings could create a false sense of safety. J McBride believed the kea crossing could operate safely without a variable speed limit in place. She explained that during school drop-off and pick-up times, when vehicle movements were high, operating speeds tended to be lower.

W Doody sought clarity on who would manage the electronic variable speed limit signage after installation. J McBride noted that the signage would be linked to a centralised system that would allow the school to manage them, but also provide the Council with control.

D Hawkins queried how a kea crossing operated. J McBride explained that students under the supervision of a teacher present operated a kea crossing. A swinging arm barrier would extend across the road, stopping traffic and allowing students to cross safely.

Moved: J Ward

Seconded: B McLaren

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 250326051559.

*AND*

**THAT** the Rangiora-Ashley Community Board recommends:

**THAT** the Utilities and Roading Committee:

- (b) **Approves** the establishment of a School Patrol and Kea Crossing on Townsend Road at the existing crossing point, which is located between the western pedestrian gates of Te Matauru Primary School.
- (c) **Notes** that budget had previously been approved for this project as part of the Council's Minor Safety Programme (School Safety Projects PJ 102717.000.5133).

**CARRIED**

J Ward observed that Townsend Road was a busy road with high traffic volumes, and a kea crossing would enable students to cross safely. She therefore supported the motion.

B McLaren agreed with J Ward, noting that he also supported the motion as this initiative would improve student safety on a busy road.

K Barnett noted that, with an understanding of what a kea crossing was, she was supportive of the motion, as it would also benefit residents outside school hours.

7.3. **Approval to Install No Stopping Restrictions – Charles Upham Drive** – S Srinivasan (Project Engineer) and J McBride (Roading and Transport Manager)

S Srinivasan spoke to the report, noting that the Board was requested to endorse the installation of no-stopping restrictions to accommodate the planned pedestrian refuge on Charles Upham Drive, adjacent to the southern pedestrian access to the Rymans Retirement Village.

J McBride added that this was one of a series of planned improvements to enhance accessibility and safety on Charles Upham Drive, a collector road connecting the Charles Upham Retirement Village and adjacent residential blocks with Oxford Road.

B McLaren asked if there were any plans for a pedestrian crossing. J McBride responded that a pedestrian crossing required a regular, reasonably high volume of pedestrian traffic, or complacency could set in. After assessment, it was determined that the current traffic volume was insufficient to justify a pedestrian crossing at this location. This outcome had been communicated to the Rymans Residents Association.

W Doody noted parking at the Rymans Retirement Village could be challenging and questioned whether layby parking had been considered. J McBride advised that staff had not specially reviewed parking availability; however, with upcoming new developments in the area, additional parking would be provided along Oxford Road. The proposed no-stopping restrictions would be funded through the Council's Minor Safety Improvements Programme, and installing parking bays would require separate funding, which would have to be considered during the Long Term Plan process.

K Barnett asked whether any safety concerns had been raised about the proposed no-stopping restrictions and pedestrian refuge. Also, if measures were suggested to alert motorists about the crossing point, as it would be located on a bend. J McBride confirmed that staff had investigated sight lines and found them to be adequate. She noted that the bend in Oxford Road was expected to slow the traffic approaching the crossing. She also highlighted that the crossing points already existed, but there would now be a pedestrian refuge.

B Robinson observed that many residents of Rymans Retirement Village used mobility scooters. He queried whether the pedestrian refuge would be wide enough for two scooters to pass each other. J McBride noted that two scooters could generally pass on a 1.8-meter-wide footpath and therefore expected they would be able to pass comfortably on the proposed 2.2-meter-wide refuge.

Moved: W Doody

Seconded: J Gerard

**THAT** the Rangiora-Ashley Community Board:

(a) **Receives** Report No. 250822155240.

*AND*

**THAT** the Rangiora-Ashley Community Board recommends:

**THAT** the Utilities and Roading Committee:

- (b) **Approves** the installation of no-stopping restrictions to accommodate the planned pedestrian refuge island installation.
- (c) **Notes** that the no-stopping restrictions required as a result of this project will be a 20m extension of the existing no-stopping on the eastern side of Charles Upham Drive outside the Rymans Stormwater Reserve, to 55m north of the Oxford Road intersection.
- (d) **Notes** that the installation of no-stopping lines at this site equates to the loss of three on-street car parking spaces.
- (e) **Notes** that consultation was undertaken and Rymans Retirement Village Management and the adjacent Acorns Cafe support this pedestrian refuge. As part of the consultation, the Montessori Preschool has been provided with the plans and has been asked to provide feedback. Staff have followed up regarding the proposal on multiple occasions; however, they have received no response back.
- (f) **Notes** budget for the proposed works has previously been approved for this project as part of the Minor Safety Programme (Walking and Cycling Projects PJ102719.000.5133).

**CARRIED**

W Doody commented that the planned pedestrian refuge would start addressing several concerns regarding this stretch of Charles Upham Drive. She therefore supported the motion, noting that parking would remain an ongoing problem at Rymans Retirement Village.

J Gerard highlighted that, as the previous Chairperson of the Board, he had attended several meetings at Rymans Retirement Village regarding safety concerns about Charles Upham Drive. He believed there was no safety alternative other than to install the no-stopping lines and pedestrian refuge.

K Barnett felt that widening Charles Upham Drive by installing no-stopping lines could increase speed; however, the planned pedestrian refuge may help to slow vehicles. She agreed that parking availability was a serious concern in the area and should be addressed. She also suggested that, in the future, a roundabout option could be considered to support further safety improvements.

7.4. **Application to the Rangiora-Ashley Community Board's 2025/26 Discretionary Grant Fund** – T Kunkel (Governance Team Leader)

T Kunkel reported that the Empire Marching Senior Team competed in the dynamic and disciplined activity, combining synchronised drill and dance routines. The Team had applied for \$938 to purchase fabric and have a local seamstress make jackets, cuffs and skirt tops. The application complied with the Board's Discretionary Grant Application Criteria because a community sports team submitted it, and the requested funding did not exceed \$1,000. Furthermore, 60% of the people who would be benefiting resided in the Rangiora-Ashley Ward.

D Hawkins questioned how strictly the Board had to comply with the Discretionary Grant Application Criteria. T Kunkel advised that the criteria were a guide to add to the Board's decision-making. However, the Board had the discretion to grant an application, and the amount awarded was also at the Board's discretion.

J Gerard noted that, in the past, the Board had, depending on the project, granted a percentage of the amount requested based on the proportion of beneficiaries within the Board's geographical area.

Responding to D Lundy's question, T Kunkel confirmed that the information provided in the applications was taken on face value.

Moved: J Gerard

Seconded: D Hawkins

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250910172027.
- (b) **Approves** a grant of \$562 to the Empire Marching Team towards new uniforms.

**CARRIED**

J Gerard felt that awarding 60% of the requested grant was appropriate, as 60% of the beneficiaries resided in the Rangiora-Ashley Ward.

D Hawkins agreed with J Gerard's comments and felt this was a practical approach to determining the amount to be granted. She therefore supported the motion.

B McLaren noted that whilst the team had 21 members, they had applied for funding to tailor only three uniforms, which should be considered in determining the amount to be awarded.

K Barnett supported the motion, as the Empire Marching Senior Team was a small community group in the Rangiora-Ashley Ward, which justified allocating less funding than requested. She noted that she did not support using a beneficiary's percentage to determine the amount to be granted and believed each application should be judged on its merits.

In his right of reply, J Gerard noted it was also essential to consider the group's financial situation.

T Kunkel advised that the Mahi Mātātoa Trust was established by families who choose to home-educate their children. The Trust sought funding to provide first-aid training for its committee members. It was expected that around 300 people would benefit from this initiative, with approximately 30% living in the Rangiora-Ashley Ward.

W Doody enquired if the Trust had applied to other Community Boards for funding. T Kunkel confirmed they had also applied to the Kaiapoi-Tuahiwī Community Board for \$585 grant for first-aid training.

Moved: K Barnett

Seconded: W Doody

**THAT** the Rangiora-Ashley Community Board:

- (a) **Approves** a grant of \$780 to the Mahi Mātātoa Trust towards the cost of first aid training for its committee members.

**CARRIED**

K Barnett noted that most of the Trust's members were from urban areas, which was likely why they applied to the Rangiora-Ashley and Kaiapoi-Tuahiwī Community Boards. She stated that, to run the first aid course effectively, it was preferred that all the committee members train together. Seven additional first aiders in the community would benefit everyone, not just the Trust members. K Barnett observed that, to hold events, the Trust must have at least one first aider present, and having seven trained individuals would ensure activities run smoothly.

W Doody supported the motion, as she believed homeschool groups did an excellent job of bringing people together in a situation that could be very isolating for students. She felt the benefit of having first aiders in the community outweighed the cost of the training.

T Kunkel reported that the Noaia Charitable Trust were based in Tuahiwi and would be hosting a community market in early December 2025. All stalls would be free for vendors and would also provide students in the Trust programmes with the opportunity to sell the goods they have built. The Trust had applied to all Boards for funding. It was estimated that the market would directly benefit approximately 300 people in the Waimakariri District; however, only about 20% would be from the Rangiora-Ashley Ward. The Trust had applied to all the Community Boards for funding and was granted \$600 by the Oxford-Ohoka Community Board and \$500 by the Woodend-Sefton Community Board.

D Hawkins questioned whether the stallholders would be only students from the Trust. T Kunkel noted that, in her understanding, stalls would be available to any members of the community.

K Barnett sought clarification on whether the Trust had previously applied for a grant. T Kunkel confirmed this was the first time the Trust had applied to any of the Community Boards for funding.

Moved: J Goldsworthy

Seconded: A Geeves

**THAT** the Rangiora-Ashley Community Board:

- (a) **Approves** a grant of \$500 to the Noaia Charitable Trust towards the cost of equipment hire and promotion.

**CARRIED**

J Goldsworthy remarked on the uncertainty regarding the Trust's financial position; however, he believed that the focus should be on the community benefit of hosting the market. He supported the motion, which aligned with other Community Boards' decisions.

A Geeves concurred with J Goldsworthy and believed this was the best course of action as the Trust had a genuine purpose for the money.

W Doody stated she was satisfied to support the motion, noting that markets were struggling in the current economy.

B McLaren observed that while it was important to be fiscally responsible with public funds, he supported the motion because it would have wider community benefits.

J Gerard did not support the motion, as while Noaia was a worthwhile charitable trust, it seemed to be a wealthy trust. He did not feel ratepayers should be subsidising an organisation which could host the market itself. Furthermore, the event was not being held in the Board's geographical area, and only about 20% of the beneficiaries would be from the Rangiora-Ashley Ward.

K Barnett advised that she had attended the Noaia market in previous years, and it was a marvellous celebration of craftsmanship. She did not believe the event would benefit only the Tuahiwi area, as participants came from all over the Waimakariri District. Funding from the Ministry of Social Development was being cut, and this small contribution supporting young people and craftsmen would also help this event to continue in the future.

### 7.5. **Road Naming – Bellgrove Stage 2 – M Harris (Customer Services Manager)**

M Harris thanked the Board for considering the report. She explained that titles in Stage two of the Bellgrove Subdivision, East Rangiora, would be ready for issue before the Board's December meeting, necessitating the urgent approval of the proposed road names.

M Harris noted that all potential names of the new roads, except Fairway Drive and Tauhinu Street, were provided by the developer. A concern had been raised regarding the name 'William Bell,' hence, the proposed alternative name, Tauhinu, had been provided. Tauhinu was the Māori name for the Cottonwood plant.

J Gerard questioned if it was usual for a road to change names partway along, as proposed for William Bell Street and Frederick Busch Crescent. M Harris explained that the roads would be separated by the extension of Homestead Drive, which was a semi-collector road.

D Hawkins sought clarity on the starting and ending positions of Cunningham Street. M Harris clarified that Cunningham Street started and ended at its intersection with William Bell Street.

K Barnett asked if there was a limit for how long a road name could be, as some of the proposed names seemed lengthy. M Harris stated she was not aware of any limitations, and staff had not raised any concerns with the lengths of the proposed names.

Moved: J Ward

Seconded: D Hawkins

**THAT** the Rangiora-Ashley Community Board:

(b) **Receives** Report No. 251107212236.

(c) **Approves** the following names for the new roads shown on the attached plan:

- i. Road 1 be named Bellgrove Boulevard (as an extension of this existing street).
- ii. Road 2 be named Homestead Drive (as an extension of this existing street).
- iii. Road 3 be named Fairway Drive.
- iv. Road 4 be named William Bell Street.
- v. Road 5 be named Cunningham Street.
- vi. Road 6 be named Cooksley Lane.
- vii. Road 7 be named Frederick Busch Crescent.

J Ward supported the motion, hoping that the approval of the street names would allow for the issuing of titles as soon as possible.

#### Amendment

Moved: B McLaren

Seconded: K Barnett

**THAT** the Rangiora-Ashley Community Board:

(b) **Approves** the following names for the new roads shown on the attached plan:

- i. Road 4 be named Tauhinu Street.

**LOST**

A division was called:

**For 4:** K Barnett, J Goldsworthy, B McLaren, and B Robinson.

**Against 8:** R Brine, W Doody, A Geeves, J Gerard, D Hawkins, D Lundy, L McClure, and J Ward.

B McLaren raised concern regarding the name 'William Bell' due to there being several other roads in the Waimakariri District with similar names. He felt the name Tauhinu would prevent confusion among delivery drivers and emergency services.

K Barnett concurred with B McLaren's comments, adding that she believed the double-barrelled street names were impractical, as they were too long and led to confusion. K Barnett noted that the pre-approved list needed updating with short, sharp names.

W Doody would not be supporting this motion as Charles William Bell was a historical person linked with the area, and she felt it was important to honour them.

D Hawkins concurred with W Doody, noting that consistency in road naming and alignment with the area was essential. Tauhinu was a generic name with no connection to the area and was not appropriate for the development.

In her right of reply, J Ward agreed, stating that William Bell was part of Bellgrove's history and that the name would be consistent with other road names in the subdivision.

The original motion became the Substantive motion.

Moved: J Ward

Seconded: D Hawkins

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 251107212236.
- (b) **Approves** the following names for the new roads shown on the attached plan:
  - i. Road 1 be named Bellgrove Boulevard (as an extension of this existing street).
  - ii. Road 2 be named Homestead Drive (as an extension of this existing street).
  - iii. Road 3 be named Fairway Drive.
  - iv. Road 4 be named William Bell Street.
  - v. Road 5 be named Cunningham Street.
  - vi. Road 6 be named Cooksley Lane.
  - vii. Road 7 be named Frederick Busch Crescent.

**CARRIED**

## **8. CORRESPONDENCE**

Nil.

## **9. CHAIRPERSON'S REPORT**

### **9.1. Chair's Diary for October 2025**

L McClure reported that she was planning to meet with all members in the coming weeks to discuss goals moving forward and appointments to external groups.

Moved: L McClure

Seconded: J Gerard

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** the verbal report from the Rangiora-Ashley Community Board Chairperson.

**CARRIED**

## 10. MATTERS FOR INFORMATION

- 10.1. Minor Amendments to the Northern Pegasus Bay Bylaw – Report to Council Meeting 2 September 2025 – Circulates to all Boards
- 10.2. Amendments to Standing Orders for Council, Committees, Sub-Committees, Joint Committees and Hearing Panels – Report to Council Meeting 2 September 2025 – Circulates to all Boards.
- 10.3. Health, Safety and Wellbeing Report July 2025 to Current – Report to Council Meeting 2 September 2025 – Circulates to all Boards
- 10.4. Proposed Amendments to Rooding and Stockwater Bylaw and Policies for Consistency with District Plan Decisions – Report to Council Meeting 30 September 2025 – Circulates to all Boards
- 10.5. Council Submissions to Central Government Consultations for August and September 2025 – Report to Council Meeting 30 September 2025 – Circulates to all Boards.
- 10.6. Health, Safety and Wellbeing Report August 2025 to Current – Report to Council Meeting 30 September 2025 – Circulates to the Kaiapoi-Tuahiwi Community Board.
- 10.7. Appointment of Portfolio Holders – Report to Council Meeting 29 October 2025 – Circulates to all Boards.
- 10.8. Council Meeting Schedule November 2025 – December 2026 – Report to Council Meeting 29 October 2025 – Circulates to all Boards.
- 10.9. Approval of the Welcoming Waimakariri Plan for Public Consultation – Report to the Community and Recreation Committee Meeting 16 September 2025 – Circulates to all Boards.
- 10.10. Analysis of Youth Action Plan Early Engagement Responses – Report to Community and Recreation Committee Meeting 16 September 2025 – Circulates to all Boards.
- 10.11. Aquatics September Update – Report to Community and Recreation Committee Meeting 16 September 2025 – Circulates to all Boards.
- 10.12. Libraries Update to September 2025 – Report to Community and Recreation Committee Meeting 16 September 2025 – Circulates to all Boards.
- 10.13. Avian Botulism Management 2024/25 and a Bird Deterrent Proposal – Report to Utilities and Rooding Committee Meeting 16 September 2025 – Circulates to all Boards.
- 10.14. Accountability Reporting for Waimakariri Biodiversity Trust Funding 2024/25 – Report to Utilities and Rooding Committee Meeting 16 September 2025 – Circulates to all Boards.
- 10.15. May 2025 Flood Recovery Progress Update and Project Update on Infrastructure Resilience Fund for 2024/25 and 2025/26 – Report to Utilities and Rooding Committee Meeting 16 September 2025 – Circulates to all Boards.

Moved: J Goldsworthy

Seconded: R Brine

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** the information in Items 9.1 to 9.15.

**CARRIED**

## 11. MEMBERS' INFORMATION EXCHANGE

**R Brine:**

- He attended the Southbrook Pavilion Steering Group Meeting, and outstanding progress was being made.

**B McLaren:**

- Attended the Older Persons Expo.
- North Canterbury Musicals held their Annual General Meeting and put on a production of Little Women, which was very well attended.
- Civil Defence had been very busy with two Community Hubs opening.
- Rangiora Museum's monthly public speaker was very incredible.

**W Doody:**

- Attended the Rangiora Women's Friendship Group.
- The visitors attending the National Dog Show at MainPower Stadium were complimentary of the quality of the Milton Reserve dog park.
- The Northbrook Food Forest was remarkable, and it would be wonderful to see more of them throughout the town.

**K Barnett:**

- The Civil Defence stand at the Rangiora A&P Show had many people interested. It was now recommended that you have enough food and water to last for seven days, rather than three, in an emergency.
- A Resource Consent was lodged for a pet crematorium on Carrs Road, Loburn. The application was on hold from Environment Canterbury.
- Rangiora Players were looking to expand their facility and would discuss options with the Council's Greenspace Team.

**D Lundy:**

- Expressed a concern about the west side of the Okuku Bridge, which was worn out. A group of residents had asked for an update on whether any remedy was being proposed.
- Loburn Whiterock Road Reserve resealing work completed last year was not sufficient, and remedial work had not been completed.

**J Gerard:**

- There was no further update on the Whiterock Quarry.
- A critical safety issue had arisen on Golding Avenue at the bend. Cars parking on the bend had made it dangerous for those exiting driveways.

**J Ward:**

- Main Council Portfolio was Audit and Risk.
- Attended North Canterbury Sport and Recreation Junior Scholarship evening.

**A Geeves:**

- Attended meeting with the Christchurch Four Wheel Drive Club.
- Attended meeting with the Rangiora Tramping Club.

**J Goldsworthy:**

- Looking to investigate the challenges with freedom camping and a possible fireworks ban this term.

**B Robinson:**

- Nothing to report.

**D Hawkins:**

- A resident had questioned the installation of a footpath from the Makerikeri River Bridge to Loburn School. The request was first made in 2019; however, it seemed to be a low priority.
- Ashley/Rakahuri River Care Group were having an ongoing battle over the use of the river in the breeding season and loss of habitat.

**12. CONSULTATION PROJECTS****12.1. Allin Drive and Pegasus View Park Play Spaces**

<https://letstalk.waimakariri.govt.nz/allin-drive-and-pegasus-view-reserves>

Consultation closed on Wednesday, 12 November 2025.

**12.2. Welcoming Waimakariri**

<https://letstalk.waimakariri.govt.nz/welcoming-waimakariri>

Consultation closed on Wednesday, 19 November 2025.

The Board noted the update on the consultation projects.

**13. BOARD FUNDING UPDATE****13.1. Board Discretionary Grant**

Balance as at 31 October 2025: \$11,589.

**13.2. General Landscaping Fund**

Balance as at 31 October 2025: \$29,290.

The Board noted the update on the Board funding.

**14. MEDIA ITEMS**

Nil

**15. QUESTIONS UNDER STANDING ORDERS**

Nil

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

Nil

**17. NEXT MEETING**

The next meeting of the Rangiora-Ashley Community Board was scheduled for 7pm, Wednesday 10 December 2025 in the Council Chamber.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.51PM.

**CONFIRMED**



\_\_\_\_\_  
Chairperson

10 December 2025

\_\_\_\_\_  
Date

**Workshop – 8.51pm to 8.57pm**

- *Members Forum*

**MINUTES OF THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI, ON MONDAY, 17 NOVEMBER 2025, AT 5PM.**

**PRESENT**

J Watson (Chairperson), R Keetley (Deputy Chairperson), T Bartle, A Campbell, H Carroll, P Redmond, and S Stewart.

**IN ATTENDANCE**

B Cairns (Kaiapoi-Woodend Ward Councillor) and S Powell (Kaiapoi-Woodend Ward Councillor).

C Brown (Manager Community and Recreation), J McBride (Roading and Transport Manager), K Straw (Civil Projects Team Leader), S Morrow (Rates Officer – Property Specialist), C Taylor-Claude (Parks Officer), S Nichols (Governance Manager) and A Connor (Governance Support Officer).

**1 APOLOGIES**

None.

**2 CONFLICTS OF INTEREST**

No conflicts of interest were declared.

**3 CONFIRMATION OF MINUTES**

**3.1 Minutes of the Kaiapoi-Tuahwi Community Board – 30 October 2025**

Moved: J Watson

Seconded: H Carroll

**THAT** the Kaiapoi-Tuahwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahwi Community Board Inaugural meeting, held 30 October 2025, as a true and accurate record.

**CARRIED**

**3.2 Matters Arising (From Minutes)**

There were no matters arising from the Minutes.

**4 DEPUTATIONS AND PRESENTATIONS**

Nil.

**5 ADJOURNED BUSINESS**

Nil.

## 6 REPORTS

### 6.1 Proposed Changes to Ohoka Road Line Markings – K Straw (Civil Projects Team Leader) and J McBride (Roading and Transport Manager)

K Straw presented the report, noting that staff were seeking approval to install cycle lanes on Ohoka Road between Kaiapoi High School and Williams Street. During the review of the Annual Reseal Programme, staff also considered potential improvements to existing road markings. Approximately seven to eight years ago, before the adoption of the Council's Cycle Network Plan, the public was consulted about a possible cycle lane in this area, but it did not progress, as the Plan envisioned a higher level of service.

J McBride advised that the proposal would not require changes to current parking provisions on Ohoka Road and could be accommodated within the existing road width.

T Bartle queried whether the cycle lane width could be reduced. K Straw explained that the desirable width was 1.8 meters; reducing it would push cyclists closer to parked vehicles, increasing the risk of accidents. J McBride added that the minimum width was 1.5 meters.

P Redmond questioned the current usable carriageway width and what it would be with cycle lanes installed. K Straw responded that carriageway widths vary along the length of Ohoka Road; however, each traffic lane was approximately 3.5 meters wide.

Responding to P Redmond's question, K Straw confirmed that the pedestrian crossing near Kaiapoi High School was intentionally widened to slow traffic.

H Carroll asked whether a cycleway on only one side of the road had been considered. K Straw noted that a bidirectional cycleway on one side would be significantly more disruptive than the proposed layout.

In response to a secondary question from H Carroll, J McBride highlighted that the cycleway would serve not only pupils, but also other cyclists. Feedback had been received from Silverstream residents requesting a cycleway on Ohoka Road.

Moved: H Carroll

Seconded: P Redmond

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

(a) **Receives** Report No. 250825156479.

*AND*

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

**THAT** the Utilities and Roading Committee:

(b) **Approves** the proposed line marking changes (Trim: 250903167205).

(c) **Notes** that the estimated cost associated with the proposed line marking changes is \$1,600, and this will be funded through the Traffic Services budget (GL 10.270.583.2500)

(d) **Notes** that the proposed line marking changes are in accordance with the Engineering Code of Practice.

(e) **Notes** that there is no change to on-street parking as a result of the proposed changes.

**CARRIED**

H Carroll was pleased to support this motion, as it would not only help reduce emissions but also support community wellbeing. She was glad to see this could be completed at no extra cost, and that linking to the broader network plan would be beneficial.

P Redmond noted the carriageway for motor vehicles would be very similar, and the lines would match those present on Williams Street, providing consistency. He was also persuaded by the fact that there was no loss of parking. When the road was resealed, it provided an opportune time to review the road markings.

6.2 **Road Naming – Lime Developments Limited** – S Morrow (Rates Officer – Property Specialist)

S Morrow spoke to the report and highlighted that this lane would provide for 11 new lots, thereby necessitating the assignment of a road name to ensure adequate address provisions.

P Redmond queried the use of “Pvt” as an abbreviation for “Private,” noting that neither the Road Naming Policy nor the Engineering Code of Practice referenced this abbreviation. S Morrow explained that “Pvt” was used internally within Council systems. While acknowledging the abbreviation was technically incorrect, and that signage should display “Private” in full, S. Morrow advised that Council had no jurisdiction over developer signage and therefore did not include this in the Policy.

H Carroll whether private roads had restrictions on public access. S Morrow confirmed it designated whether a road was public or private. In this instance, the road was private so that all residents would have a share in it and its maintenance.

S Powell questioned whether private road signage was consistent across the district. S Morrow was unsure, noting that enforcement was not the Council’s responsibility; however, recommendations could be made to developers in future.

A Campbell queried if staff felt the name designation ‘lane’ met the naming criteria, and S Morrow confirmed staff were satisfied.

Moved: T Bartle

Seconded: J Watson

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

- (a) **Receives** Report No. 251031207781.
- (b) **Approves** Booker Lane (Private) as the name for the new private right-of-way, as shown on plan Trim: 251031207769.
- (c) **Notes** the name has been taken from the Kaiapoi list of pre-approved Road Names. Private is noted on the road name blade to indicate a private roadway.

**CARRIED**

6.3 **Kaiapoi Domain Volleyball Net** – C Taylor-Claude (Parks Officer) and G McLeod (Greenspace Manager)

C Taylor-Claude presented the report, seeking Board approval for a permanent volleyball net in Kaiapoi Domain and allocating up to \$5,000 from the Board’s General Landscaping Budget to this project. This followed positive community consultation, with 37 of 42 responses supporting the volleyball net.

P Redmond asked how the Waikuku Beach volleyball court was being funded. C Taylor-Claude advised that a community member was funding it. She noted that the proposed volleyball net in Kaiapoi Domain was a smaller project requiring no landscaping, unlike the one at Waikuku Beach. G. MacLeod added that the community member driving the Kaiapoi project had limited fundraising capacity and was therefore seeking budget from the Board to fund the volleyball net. The Board's landscaping fund had previously supported similar projects to activate reserve spaces.

P Redmond questioned the current use of the area of the Kaiapoi Domain where the volleyball net would be installed. G. MacLeod advised it was formerly used for softball; however, softball had relocated to Norman Kirk Park post-earthquake. The area was not used for any formal sport, so no displacement would occur.

In response to a further question from P Redmond, C Taylor-Claude confirmed that the second location consulted on was no longer viable due to its proximity to the disc golf course, and location three was identified as the closest alternative.

A Campbell sought clarification on whether the public had been consulted on the staff's recommended location for the volleyball net and if any future development was planned near that location. Staff advised that the location was not consulted on; however, no future development was currently planned near the proposed location, and discussions with sports clubs had not identified this area for use.

A Campbell also asked about due diligence regarding the \$5,000 quote for the purchase and installation of the posts and net. C Brown explained that staff requested sufficient funds to cover the project but would obtain three quotes and spend only what was necessary, reporting back to the Board on actual costs.

In response to a further question from A. Campbell, C Taylor-Claude confirmed consultation was sent to local schools, but no responses were received.

H Carroll asked who would benefit and whether the net would be used for club or competition play. G MacLeod noted that volleyball was popular as an informal adult sport, and that previous installations had seen community groups take ownership. The Waikuku Beach court was intended for more competitive play.

H Carroll also questioned whether the pine trees dropping needles would be a hindrance. G MacLeod advised that as the volleyball net would be installed on grass, pine needles would, therefore, not pose a problem, and the trees would provide shelter and shade.

Moved: R Keetley

Seconded: T Bartle

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

- (a) **Receives** Report No. 250806145167.
- (b) **Approves** installation of a volleyball net in Kaiapoi Domain in Location 3 as indicated on Trim: 250806145163.
- (c) **Approves** allocating up to \$5,000, excluding GST, of funding from the Board's General Landscaping Budget for the 2025/2026 Financial Year towards the installation of the volleyball posts and net.
- (d) **Notes** there is currently \$70,438 unallocated in the Board's General Landscaping Budget. While the Board has expressed interest in using these funds for town entrance signage, no formal decision has been made, pending the outcome of the Woodend bypass.

- (e) **Notes** the surface will remain as grass, unless fundraising is undertaken, at which time approval would be sought from Kaiapoi Tuahiwi Community Board to install a different surface.
- (f) **Notes** the volleyball posts and net would become a Council asset and are proposed to come under Council's existing maintenance contract and have sufficient budget available if any work on the posts or net is required (GL 10.538.811.2507). No additional budget will be required for maintenance, and there will be no increase in rates.
- (g) **Notes** the asset will need to be included in Council's Asset Renewal Programme, and this cost can be included in the programmed Greenspace budgets in future Annual Plans/ Long Term Plans.
- (h) **Notes** that in April 2025, staff presented a report to the Kaiapoi-Tuahiwi Community Board to approve consultation on the installation of a volleyball net in Kaiapoi Domain.

**CARRIED**

P Redmond against

R Keetley supported the motion, noting that installing a volleyball net would encourage exercise within the community and that the space was currently not being used.

T Bartle concurred, stating that if the Kaiapoi Domain area was required in the future, the volleyball net could be relocated.

J Watson also supported the motion, as she believed that the Board had sufficient funds in its Landscaping Budget to facilitate the project.

P Redmond did not support the motion, as he felt the funding model was inconsistent with other similar projects in the area. He also believed that the volleyball net would encroach on open space.

6.4 **Appointment to Advisory Groups and Outside** Organisations – K Rabe (Governance Adviser)

S Nichols spoke to the report, advising that historically, Board members were appointed as liaisons between the community groups and the Board. These groups had all been approached and confirmed that they still required Board representation.

H Carroll sought the rationale for appointing Board members to these groups. S Nichols noted that these community groups and organisations had a long association with the Council and Community Boards. Board representatives would be expected to attend meetings and other functions of these organisations and to report relevant feedback or information back to the Board on the activities and concerns of the groups. Board members would also be expected to convey matters of interest to the groups, such as the Council's Annual and Long-Term Plan consultations and possible Discretionary Grant funding.

Moved: J Watson

Seconded: S Stewart

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

- (a) **Receives** Report No. 250923180478.
- (b) **Approves** the appointment of Board Member A Campbell as a Board representative and liaison person to the Waimakariri Health Advisory Group until October 2028.
- (c) **Approves** the appointment of Board Member S Stewart as a Board representative and liaison person, to GreyPower, North Canterbury until October 2028.

- (d) **Approves** the appointment of Board Member H Carroll as a Board representative and liaison person to the Waimakariri Access Group until October 2028.
- (e) **Approves** the appointment of Board Member S Stewart as a Board representative and liaison person to the Kaiapoi Promotions Association until October 2028.
- (f) **Approves** the appointment of Board Member R Keetley as a Board representative and liaison person to Kaiapoi and Districts Historical Society until October 2028.
- (g) **Approves** the appointment of Board Member R Keetley as a Board representative and liaison person to the Kaiapoi Landmarks Team until October 2028.
- (h) **Approves** the appointment of Board Member J Watson as a Board representative and liaison person to the Waimakariri Arts Trust until October 2028.
- (i) **Approves** the appointment of Board Member R Keetley as a Board representative and liaison person to the Northern Bulldogs Rugby League Club until October 2028.
- (j) **Approves** the appointment of Board Member H Carroll as a Board representative and liaison person to the Darnley Club until October 2028.
- (k) **Approves** the appointment of Board Member J Watson as a Board representative and liaison person to the Pines-Kairaki Beach Association until October 2028.
- (l) **Approves** the appointment of Board Member J Watson as the Board representative and liaison person to Northern Pegasus Bay Advisory Group until October 2028.
- (m) **Approves** the appointment of Board Member H Carroll as a Board representative and liaison person to the Heritage and Mahinga Kai Joint Working Group.
- (n) **Approves** the appointment of Board Member J Watson as a Board representative and liaison person to the Silverstream Advisory Group until October 2028.
- (o) **Approves** the appointment of Board Member S Stewart as a Board representative and liaison person to the Clarkville Rural Drainage Advisory Group until October 2028.
- (p) **Approves** the appointment of Board Member S Stewart as a Board representative and liaison person to the Central Rural Drainage Advisory Group until October 2028.
- (q) **Approves** the appointment of Board Member S Stewart as a Board representative and liaison person to the Coastal Rural Drainage Advisory Group until October 2028.

**CARRIED**

6.5 **Applications to the Kaiapoi-Tuahiwi Community Board's 2025/26 Discretionary Grant Fund** – K Rabe (Governance Adviser)

S Nichols took the report as read, noting the following:

- The Mahi Mātātoa Trust also applied to the Rangiora-Ashley Community Discretionary Grant, where they were successful in receiving \$780 towards the same project.
- The Noaia Charitable Trust applied to all Community Boards and received \$500 from both the Woodend-Sefton and Rangiora-Ashley Community Boards and \$600 from the Oxford-Ohoka Community Board.
- Comcol North Canterbury initially applied to the Rangiora-Ashley Community Board; however, it had been granted \$1000 for a different project previously in the financial year and therefore changed the application to the Kaiapoi-Tuahiwi Community Board.

Moved: P Redmond

Seconded: R Keetley

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

- (a) **Receives** report No. 250930185516.
- (b) **Approves** a grant of \$585 to the Mahi Mātātoa Trust towards the cost of first aid training for committee members.
- (c) **Approves** a grant of \$500 to the Noaia Charitable Trust towards the cost of equipment and promotion.
- (d) **Approves** a grant of \$500 to Comcol North Canterbury towards the cost of labour and materials to construct a mounting block.

**CARRIED**

S Stewart noted that a project had to have exceptional social benefit to be granted more than \$750, and she did not believe these applications met the standard. She emphasised that the Board had to be cautious in ensuring sufficient funds remained for groups applying later in the financial year.

J Watson concurred with S Stewart's noting that if the funding granted were not limited, there would be little to award to groups and organisations later in the financial year.

P Redmond stressed that the Board needed to remain mindful of its remaining funds and the fact that ratepayers funded the grant. He noted that some applications were from educational training institutions. The Noaia Charitable Trust had chosen not to charge stallholder fees at its market. Hence, the Board needed to ensure it was not subsidising activities that could reasonably include a small fee. He also observed that, historically, the Board had not funded homeschool groups such as the Mahi Mātātoa Trust. However, he felt that providing first aid training within the Waimakariri District benefited the wider community, and therefore, the more people trained as first aiders, the better.

R Keetley concurred with P Redmond's comments.

## **7 CORRESPONDENCE**

Nil.

## **8 CHAIRPERSON'S REPORT**

### **8.1 Chairperson's Report for October 2025**

- Attended a meeting regarding the Kaiapoi Bridge Balustrade. Construction was meant to begin in the new year; however, delays occurred due to difficulties sourcing materials.
- Northern Pegasus Bay Advisory Group were uploading a video on the Council website to educate the public on camping, fires and dogs on the beach.
- The Kaiapoi Waitangi Day event was likely to run in 2026 if the organisers could find funding.
- The Kaiapoi Community Garden and Kaiapoi Garden Club were part of the blues concert.
- Kaiapoi Community Watch had several new members joining the group, including younger people.
- The Pines/Kairaki Beaches Association were hoping Environment Canterbury would be completing work on Saltwater Creek.

Moved: J Watson

Seconded: T Bartle

**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 Minor Amendments to the Northern Pegasus Bay Bylaw – Report to Council Meeting 2 September 2025 – Circulates to all Boards
- 9.2 Amendments to Standing Orders for Council, Committees, Sub-Committees, Joint Committees and Hearing Panels – Report to Council Meeting 2 September 2025 – Circulates to all Boards.
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- 9.15 May 2025 Flood Recovery Progress Update and Project Update on Infrastructure Resilience Fund for 2024/25 and 2025/26 – Report to Utilities and Roading Committee Meeting 16 September 2025 – Circulates to all Boards.

Moved: J Watson

Seconded: R Keetley

**THAT** the Kaiapoi-Tuahiwi Community Board

- (a) Receives the information in Items 9.1 to 9.15.

**CARRIED**

## 10 **MEMBERS' INFORMATION EXCHANGE**

### **R Keetley:**

- Attended the Kaiapoi and Districts Historical Society meeting. They were still discussing issues facing storage. There was the possibility of a district-wide storage option.
- Attended three RSA events.

### **A Campbell:**

- Received feedback from people within the community regarding empty shops, shops struggling to find tenants and a lack of retail in the town.

### **S Powell:**

- Attended the launch of the extended Council-paid surf lifesaving patrols at Woodend and Pegasus Beaches, which would run from 22 December 2025 to 25 January 2026. They would also be operating on the weekend of 31 January and 1 February 2026. The Waikuku Beach-funded patrols would run from 15 December 2025 to 6 February 2026. They would also be operating on weekends from 8 November 2025 to 15 March 2026. There had been comments about surf lifesaving at Pines Beach on Facebook.
- Attended two Community Cuppa events. The New Zealand Transport Agency (NZTA) was present to provide an update on the Woodend Bypass design, which was 85% complete. They were hoping to upload a flyover video to the B2P project page. The decision on tolling was to go to the NZTA Board in December 2025 and then to the minister for final decision.

### **B Cairns:**

- NZTA were still undertaking independent property discussions with residents affected by the Woodend Bypass.
- Several empty shops within the Kaiapoi Town Centre would soon be occupied.
- Community Watch had five volunteers who together had served for over 139 years.
- Kaiapoi Museum operators would hopefully be gaining access to the mezzanine soon.
- Met with Blackwells and the Kaiapoi Club regarding their December event.
- Out the Gate café would be rebranding to Little Kai.

### **S Stewart:**

- The speed humps were removed from Silverstream Boulevard.
- The Waimakariri Biodiversity Trust were involved in a restorative justice process following the Daikon spill in Saltwater Creek in August 2023. As a result, three groups had been awarded funds. The Trust would receive \$15,000 to be spent over the next two years. They were calling for applications from properties along Saltwater Creek for riparian planting.
- Keep Rangiora Beautiful was looking at dispersing due to the Health and Safety at Work Act, 2015, requirements being too onerous.

### **H Carroll:**

- Would be investigating if any Tuahiwi-based community groups would like Board Member representation.

### **P Redmond:**

- Attended the Rural and Provincial Sector meeting. Received a talk on rate capping from Northern Beach Council representatives who had rate capping and felt it was not serving them well. If rates capping were implemented in New Zealand, some councils would be significantly affected. It was unknown for Water Services whether a CCO would be caught by a rates cap.
- Attended the Mayor's Taskforce for Jobs meeting. It was funded through the Ministry of Social Development. They were forming new structures and establishing a charitable trust.

**T Bartle:**

- Large works were expected to start on the Woodend Bypass in approximately 12 months, and all works were scheduled to be completed in 4.5 years.
- Attended a Citizenship Ceremony, which was an amazing event to experience.

**11 CONSULTATION PROJECTS****11.1 Welcoming Waimakariri**

<https://letstalk.waimakariri.govt.nz/welcoming-waimakariri>

Consultation closed on Wednesday, 19 November 2025.

The Board noted the consultation projects.

**12 BOARD FUNDING UPDATE****12.1 Board Discretionary Grant**

Balance as at 31 October 2025: \$7,614.

**12.2 General Landscaping Budget**

Balance as at 31 October 2025: \$29,290, with carry forward to be calculated.

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

**16 NEXT MEETING**

The next meeting of the Kaiapoi-Tuahiwi Community Board was scheduled for 5pm on Monday 8 December 2025 in the Kaikanui Room, Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 6.34PM.

**CONFIRMED**

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date