WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF THE MEETING OF THE DISTRICT PLANNING AND REGULATION COMMITTEE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON TUESDAY, 13 OCTOBER 2026, AT 1PM.

PRESENT

Councillor N Mealings (Chairperson), Councillors B Cairns, T Fulton, and J Goldsworthy.

IN ATTENDANCE

Councillors T Bartle (via Audiovisual Link) (arrived at 1.06 pm), W Doody, S Powell (via Audiovisual Link) and B McLaren (via Audiovisual Link).

J Millward (Chief Executive), K LaValley (General Manager Planning, Regulation and Environment), B Charlton (Environmental Services Manager), S Binder (Senior Transportation Engineer), N Puthupparambil (Transportation Engineer) and A Connor (Governance Support Officer).

1 APOLOGIES

Moved: Councillor Cairns Seconded: Councillor Goldsworthy

THAT the District Planning and Regulation Committee:

(a) **Receives and sustains** an apology for leave of absence from Mayor Gordon and Deputy Mayor P Redmond.

CARRIED

2 CONFLICTS OF INTEREST

No conflicts of interest were declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the District Planning and Regulation Committee held on Tuesday 14 July 2026

Moved: Councillor Fulton Seconded: Councillor Goldsworthy

THAT the District Planning and Regulation Committee:

(a) **Confirms** the circulated Minutes of the meeting of the District Planning and Regulation Committee, held on 14 July 2026, as a true and accurate record.

CARRIED

3.2 Matters arising (From Minutes)

There were no matters arising.

Unconfirmed

3.3 **Notes of the workshop of the District Planning and Regulation Committee held on Tuesday 14 July 2026**

Moved: Councillor Goldsworthy Seconded: Councillor Cairns

THAT the District Planning and Regulation Committee:

(a) **Receives** the circulated Notes of the workshop of the District Planning and Regulation Committee, held on 14 July 2026.

CARRIED

4 DEPUTATIONS

Nil.

5 REPORTS

5.1 **Annual Report on Dog Control 2025/2026 –** B Charlton (Environmental Services Manager)

B Charlton presented the Annual Dog Control Report and advised that there was a statutory requirement for this to be completed annually and submitted to the Ministry of Cities, Environment, Regions and Transport (MCERT). The following key points were highlighted:

- A 2.24% increase in dog-related complaints had been recorded compared to the previous year.
- Dog numbers had remained steady. Registered dog numbers decreased by 1.1% at the reporting date; however, this reflected a snapshot in time, and registration numbers typically fluctuated throughout the year.

Councillor Cairns sought clarification on what constituted an established complaint for the purposes of the report. B Charlton explained that established complaints were those received and recorded by the Council as service requests. He advised that, while 24 established complaints had been recorded, these related to only 21 separate incidents, as three complaints were duplicate reports submitted by different members of the public regarding the same matter.

B Charlton further advised that complaints relating to dog fouling were generally accepted at face value and that, in the first instance, staff would typically issue a warning letter to the dog owner concerned. He noted that increased patrol activity over the previous year had reduced reports of dog fouling. Where staff identified offending dog owners, they would review their compliance history and determine whether a warning or an infringement notice was the most appropriate enforcement response. In addition, B Charlton advised that the Greenspace Team had requested increased monitoring of the Mandeville Domain and that this work was currently being undertaken.

In response to a question from Councillor Goldsworthy, B Charlton advised that the Council had adopted a more proactive enforcement approach in recent years. Historically, a lighter approach had been taken, with staff relying on reminders and follow-up communication to encourage dog registration compliance. However, where registrations remained unpaid after multiple reminders, infringement notices were now being issued. B Charlton noted that this approach had proven successful in increasing compliance, with many dog owners registering their dogs after receiving an infringement notice. In some instances, the infringement fee had been waived once registration was completed; however, late payment penalties were still applied to the registration fee. He further advised that approximately 1,000 dogs were currently unregistered after the due date, compared with around 3,000 in previous years.

Unconfirmed

Councillor Doody asked whether providing dog waste bags at Mandeville might help address the need for increased monitoring. B Charlton acknowledged that such a measure would likely be beneficial; however, there would be associated implementation costs. He advised that the Greenspace Team, rather than the Environmental Services Unit, would be responsible for such initiatives.

Councillor Cairns queried whether information regarding growth in the dog population was shared with the Greenspace Team to assist with future planning for dog parks and whether levels of service were reviewed as dog ownership increased. B Charlton advised that information on dog ownership trends and growth areas was regularly provided to the Greenspace Team. He noted that increases in dog numbers generally reflected population growth and the development of new residential areas.

Councillor Powell asked whether dog microchipping in the district was increasing. B Charlton stated microchipping statistics were not reported on; however, he understood that approximately 80-85% of dogs in the district were microchipped. Whilst microchipping was a legal requirement, some dog owners remain non-compliant. He advised the Council promoted microchipping through education and awareness initiatives, and while some councils offered free microchipping programmes, Waimakariri had not adopted this. Staff also planned an open day at the dog shelter to promote responsible dog ownership, including the benefits of microchipping, and to improve public understanding of the role of the shelter and Animal Control Team.

Moved: Councillor Goldsworthy Seconded: Councillor Fulton

THAT the District Planning and Regulation Committee:

(a) **Receives** Report No. 260722177490.

(b) **Approves** the 2025/2026 Annual Report Letter to be submitted to the Department of Internal Affairs / Ministry of Cities, Environment, Regions and Transport (MCERT) on Waimakariri District Council Dog Control for the 2025 - 2026 financial year (Trim No. 260722177571) as required by the Dog Control Act 1996.

(c) **Notes** there has been a 2.24% increase in overall dog related service requests in the 2025/2026 financial year.

(d) **Notes** that there was an overall decrease in registered dog numbers of 1.1% in 2025/2026.

(e) **Notes** that of the 24 established complaints regarding “Dog attacks on people” 15 were responded to within the non-financial KPI of one hour, which equals to 71%.

(f) **Notes** that the information will be uploaded to Council’s website within one month of Council approval.

(g) **Circulates** this report and attachment to all Community Boards for information.

CARRIED

Councillor Goldsworthy commended the report, noting that while it was a statutory reporting requirement, it contained a useful level of information. He acknowledged staff efforts and considered that the Animal Control Team was doing its best to manage the wide range of issues and responsibilities associated with dog control.

Councillor Fulton concurred with Councillor Goldsworthy and thanked staff for their work recognising not only the compliance and enforcement aspects but also the positive educational interactions undertaken with the public.

Unconfirmed

Councillor Mealings thanked staff for the report and noted that it was always interesting to review the statistical information provided. She was pleased to see positive trends in several areas and considered that staff had a good understanding of, and effective oversight of, dog control matters within the district.

6 CORRESPONDENCE

Nil.

7 PORTFOLIO UPDATES

7.1 **District Planning** – Councillor N Mealings

- The Council's comments on the Ōhoka Fast-track substantive application had been lodged on 12 October 2026. The Council's position statement opposed the application and was supported by technical evidence.
- The Council's comments on the Loburn Landfill second referral application had been lodged on 10 September 2026. The Council noted that it had declined the first referral application and that its comments on the second referral application also opposed the proposal.
- The Planning Act 2026 had received Royal Assent. It was noted that a transitional period would follow over the next several years as the Planning Act and the Natural Environment Act replaced the Resource Management Act framework. One of the first changes would be the introduction of Transitional Consenting provisions, which would take effect from 30 October 2026.
- A number of appeals relating to the District Plan remained before the Environment Court and were progressing through various court processes. The Council's website listed all current appeals and was updated as decisions were issued. At the time of reporting, 13 appeals remained unresolved.
- Staff were currently considering any amendments required to the District Plan to assist with the immediate transition associated with the Planning Act and Natural Environment Act. This work included simplifying transitional consenting requirements and updating information available on the Council's website.
- Preparation of the Regional Spatial Plan was continuing. At this stage, the primary focus was on establishing how the regional secretariat would support the Regional Planning Committee.

7.2 **Civil Defence and Regulation** – Councillor J Goldsworthy

- Civil Defence:
  - The Blue Tsunami Zone had replaced the previous three-colour warning system to simplify public messaging. Generally, properties located west of State Highway 1 were outside the tsunami evacuation zone. Council developed and distributed new signage, templates, and communication materials through Council facilities and across the eastern parts of the Waimakariri District.
  - Work was continuing to expand the number of community hubs across the district.
  - Staff were preparing awareness activities for ShakeOut, which was scheduled for 21 October 2026 at 1.30 pm.

Unconfirmed

- Building Unit:
  - Building activity remained relatively steady. The team focused on maintaining high levels of customer service to retain a presence in the consenting market as the consenting environment shifted to private providers.
  - The Building Amendment Bill was before the Select Committee and was open for submission. One aspect considered related to proportionate liability for councils.
- Environmental Services Unit:
  - The new after-hours service provider had been operating for three weeks, and progress seemed positive
  - Noise complaints were increasing; however, staff considered that this was likely attributed to district growth rather than any specific underlying issue.
- District Licensing:
  - 23 licensed premises had recently been inspected as part of a controlled purchase operation. All premises were found to be compliant, which was a positive outcome for the district.

7.3 **Business, Promotion and Town Centres** – Councillor B Cairns

- The Kaiapoi RSA had organised a well-attended Passchendaele Memorial Service. The Armistice Day Service would be held at the 11th hour of the 11th day of the 11th month. During the service, attendees would name newly planted trees in Murphy Park in recognition of battle honours.
- Kaiapoi Promotions would assume responsibility for organising the Kaiapoi Waitangi Day event. Information on available Government funding opportunities was provided to assist with event planning.
- The North Canterbury Wearable Arts exhibition had showcased an impressive range of garments, with particular praise being given to the quality of the youth entries.
- Rangiora Promotions had successfully hosted a Disney-themed quiz night at the Rangiora RSA.
- It was noted that, based on public reaction and feedback received to date, the Pegasus Community Centre appeared likely to become a well-used and popular community facility.
- The Woodend School Fair had been well attended, continuing its tradition of strong community support.
- Attendance was reported at the pre-meeting and the High Street retailers' information session regarding the High Street water main replacement project. Staff received feedback on ways to minimise the impact of construction works on local businesses.
- The recent market day held in Victoria Park was very well attended and featured a strong programme of entertainment.
- The Rangiora Christmas Celebration Night was scheduled for Friday 27 November 2026, with the Christmas Parade to be held on Sunday 29 November 2026. The Kaiapoi Santa Parade was scheduled for Saturday 28 November 2026.
- Attendance was reported at both the opening night of the Rangiora Arts Exhibition and the Big Brothers Big Sisters fundraising auction event. The district was fortunate to have many talented individuals contributing to the arts and community sectors.
- The North Canterbury Musicals production of *Little Shop of Horrors* was highly commended, with the opening night having sold out.
- A family-focused Halloween event was planned for 31 October 2026 at Norman Kirk Park. The event would involve local retailers and include a small fireworks display.

Unconfirmed

- Cust Rumble 2026 was scheduled to take place at the Cust Domain from Thursday 5 November to Sunday 8 November 2026.
- The Oxford Gallery was currently hosting *Living Portraits*, a community portrait exhibition.
- The next exhibition at Kaiapoi Art on the Quay would feature the theme *Kaiapoi Bridge* and would align with the balustrade and bridge upgrade project.
- The Rangiora Chamber Gallery was hosting *Ceramics Kōrero* featuring Moyra Elliot.
- Experience Oxford had recently held its Picnic in the Park event.
- The Oxford Art and Garden Trail were scheduled for 25 and 26 October 2026.
- It was noted that several commercial premises across the district's townships were currently vacant and that several Rangiora businesses had been placed on the market for sale.
- The Rangiora Town Hall 100-year celebration weekend was successful, with a small surplus of funds remaining. The Committee were establishing what it could be used for.
- The weather was improving, which meant an increase in events and retail.0the retailers were thankful for the events bringing people into the district.
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7.4 **Mixed Use and Business and Kaiapoi Development** – Councillor T Bartle

Nil.

8 REPORTS REFERRED FROM THE RANGIORA-ASHLEY COMMUNITY BOARD

8.1 **Request to Change the Parking Time Restriction on Percival Street Outside Victoria Park –** N Puthupparambil (Transportation Engineer) and S Binder (Senior Transportation Engineer)

N Puthupparambil spoke to the report and advised that approval was being sought to amend the parking restriction for one existing P20 parking space on Victoria Street to P15. The change was recommended because of the parking space's proximity to the public toilets and the identified demand for short-term access by users of those facilities. A 15-minute parking restriction was considered more appropriate to encourage higher turnover and improve access for toilet users.

Councillor Goldsworthy noted that the proposed P15 parking space was directly opposite the Rangiora Volunteer Fire Brigade and asked whether volunteer firefighters responding to an emergency call could exceed the 15-minute restriction. S Binder advised that exemptions from parking restrictions were a regulatory matter and were outside the scope of the proposal. He was unaware of any exemption that would apply in such circumstances. While acknowledging the potential risk, he noted that a substantial amount of P120 parking remained available in the surrounding area. K LaValley suggested that, should a volunteer firefighter receive an infringement while responding to an emergency call, the infringement review process would likely be the most appropriate mechanism for addressing the matter.

Councillor Fulton queried whether introducing a 15-minute parking restriction within the nearby Library and Service Centre car park had been considered as an alternative. S Binder advised that the Service Centre car park had not been specifically assessed as part of the proposal. While the car park experienced relatively high use, the spaces adjacent to the public toilets were considered the most appropriate location because they provided the closest and most visible parking for users, particularly those unfamiliar with the area.

Unconfirmed

Moved: Councillor Goldsworthy Seconded: Councillor Cairns

THAT the District Planning and Regulation Committee:

(a) **Approves** the change to parking time restrictions of one parking space in front of Victoria Park (at the northern boundary of the park) from 120 minutes to 15 minutes time-restricted parking

CARRIED

Councillor Goldsworthy supported the proposal, noting that a dedicated short-term parking space near the public toilets made sense given the location and intended use. He acknowledged that the proposed change could create some practical considerations for volunteer firefighters when responding to emergency callouts and anticipated further discussion to ensure they were aware of the change.

Councillor Cairns concurred, noting the Rangiora-Ashley Community Board had recommended the proposal, as they knew the area best.

8.2 **Approval of Consultation on Mobility Parking Programme –** S Binder (Senior Transportation Engineer) and J McBride (Roading and Transport Manager)

S Binder advised that a minor amendment had been made to the proposal since it had been considered by the Rangiora-Ashley Community Board. He noted that the Community Board raised concerns about the proposed mobility parking space outside 190 High Street because of its proximity to the intersection. Following further investigation, staff had assessed alternative locations, including a site outside Life Pharmacy and the existing loading zone at the eastern end of Conway Lane.

S Binder advised that the preferred option was now to convert the existing loading zone into a mobility parking space and relocate the loading zone to the location originally proposed for the mobility parking space. He noted that this revised location remained close to key destinations while providing greater separation from the intersection. The Waimakariri Access Group had been asked for feedback on the proposed change; however, no response had been received.

Councillor Mealings queried who would be included in the targeted consultation process. S Binder advised that consultation was proposed with all landlords, property owners, and business owners located on High Street between Ashley Street and Blackett Street. He further advised that the Council would establish a public consultation page on its website to enable the wider community to provide feedback on the proposal.

Councillor Fulton queried why the establishment of additional mobility parking spaces required separate consultation for each individual parking space, particularly given the existence of New Zealand Transport Agency (NZTA) guidance and support from the Waimakariri Access Group. He asked whether the wider Parking Management Plan could adopt a more efficient process to facilitate the implementation of mobility parking improvements.

S Binder advised that the proposal formed part of a broader review of parking undertaken through the Parking Management Plan. This review included an assessment of existing mobility parking provision and identified opportunities for additional mobility parking spaces. He noted that national guidance provided limited direction on the appropriate number of mobility parks required within town centres and, as a result, each proposed mobility parking space was required to be assessed on its individual merits.

Unconfirmed

S Binder further advised that, because the creation of a mobility parking space generally involved the reallocation of an existing parking space from one use to another, consultation was necessary to consider the impacts on parking availability. He noted that the current proposal was one component of a wider programme that had already delivered additional mobility parking spaces, with further provision incorporated into projects such as the Blackett Street car park redevelopment and other town centre parking initiatives.

While acknowledging that the process could appear onerous, S Binder advised that consultation was considered appropriate due to the potential impacts on existing parking supply, adjacent businesses, and neighbouring property owners.

Moved: Councillor Goldsworthy Seconded: Councillor Fulton

THAT the District Planning and Regulation Committee:

(a) **Approves** targeted consultation on the establishment of new mobility parks around the Rangiora town centre.

(b) **Notes** that a similar targeted consultation will be undertaken around the Kaiapoi town centre.

(c) **Notes** that additional mobility car parks in the Blake Street Carpark, identified in this programme, are being implemented as part of a different project.

(d) **Notes** that the mobility parking on King Street will be consulted upon in conjunction with the proposed changes to the pedestrian island which has also been approved for consultation by the District Planning and Regulation Committee at its 14 July 2026 meeting.

CARRIED

Councillor Goldsworthy thanked staff for considering the concerns raised by the Rangiora-Ashley Community Board and felt the solution was appropriate.

Councillor Fulton noted that while he was concerned about the complexity of this process, he understood that creating new mobility parks meant removing or repurposing existing parking spaces. He was happy to support further mobility parking within the town centre.

9 REPORTS REFERRED FROM THE KAIAPOI-TUAHIWI COMMUNITY BOARD

9.1 **Approval of Consultation on Mobility Parking Programme –** S Binder (Senior Transportation Engineer) and J McBride (Roading and Transport Manager)

S Binder took the report as read and welcomed any questions.

Councillor Cairns questioned if private mobility parking was considered when assessing the mobility parking available in the town centres. S Binder noted considerable work had been undertaken to map both public and private mobility parking spaces. While the review assessed private mobility parks, their use was generally restricted to customers of the private business. Whilst they contributed to the overall supply of mobility parking, they could not be relied upon as part of the public parking network. The review therefore primarily focused on publicly accessible mobility parking.

Unconfirmed

Moved: Councillor Mealings Seconded: Councillor Cairns

THAT the District Planning and Regulation Committee:

(a) **Approves** targeted consultation on the establishment of one new mobility park in the Kaiapoi town centre and the change in applicability of mobility parks to 24 hours, seven days/week.

(b) **Notes** that a similar targeted consultation will be undertaken for the Rangiora town centre.

(c) **Notes** that three (3) mobility parks on Charles Street, Kaiapoi, identified in this programme, have already been upgraded as part of a previous project.

CARRIED

Councillor Mealings noted that this was a straightforward proposal and supported public consultation.

Councillor Cairns felt it was abundantly sensible to have a mobility car park in the proposed location and urged others to support the recommendation.

10 QUESTIONS UNDER STANDING ORDERS

Nil.

11 URGENT GENERAL BUSINESS

Nil.

12 NEXT MEETING

The next meeting of the District Planning and Regulation Committee would be held on 15 December 2026 at 1pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 1.43PM.

CONFIRMED

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Councillor N Mealings

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Date

Unconfirmed