

**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,  
19 AUGUST 2025, AT 1PM.**

**PRESENT**

Councillors T Fulton (Chairperson), A Blackie (via Teams), and J Goldsworthy.

**IN ATTENDANCE**

K LaValley (General Manager Planning, Regulation and Environment), B Charlton (Environmental Services Manager) and A Connor (Governance Support Officer).

**1     APOLOGIES**

Moved: Councillor Goldsworthy

Seconded: Councillor Blackie

**THAT** the District Planning and Regulation Committee:

- (a)   **Receives and sustains** apologies for leave of absence from Mayor Gordon, Deputy Mayor Atkinson and Councillor Cairns.

**CARRIED**

**2     CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

**3     CONFIRMATION OF MINUTES**

**3.1   Minutes of the meeting of the District Planning and Regulation Committee held on Tuesday 20 May 2025**

Moved: Councillor Goldsworthy

Seconded: Councillor Fulton

**THAT** the District Planning and Regulation Committee:

- (a)   **Confirms** the circulated Minutes of the meeting of the District Planning and Regulation Committee, held on 20 May 2025, as a true and accurate record.

**CARRIED**

**3.2   Matters arising (From Minutes)**

There were no matters arising from the minutes.

**4     DEPUTATIONS**

Nil.

## 5 REPORTS

### 5.1 Annual Report to the Alcohol Regulatory and Licensing Authority 2024/25 – B Charlton (Environmental Services Manager)

B Charlton took the report as read, clarifying there were only two chartered clubs in the district, not ten as stated in the report. He welcomed any questions.

Councillor Fulton questioned whether the operating conditions were clear for chartered clubs. B Charlton advised that the chartered clubs were established before the Sale and Supply of Alcohol act 2012 changed and were therefore operating in perpetuity. They did not have to apply for a license, but did have to comply with the Act. Their rules and regulations were bound by their constitution. The Council did, however, inspect chartered clubs to ensure compliance with the Act.

Councillor Fulton then sought clarity on the arrangements for the District Licensing Committee after the upcoming Local Body Elections. B Charlton confirmed that all members of the District Licensing Committee were classed as Commissioners, to ensure that the Committee could still operate during elections. Staff would be regarding the submission of a report on the membership of the District Licensing Committee to the incoming Council.

Moved: Councillor Goldsworthy                      Seconded: Councillor Blackie

**THAT** the District Planning and Regulation Committee:

- (a) **Receives** Report No. 250722134000.
- (b) **Approves** the attached 2024/25 Annual Report for the financial year ending 30 June 2025 for submission to the Alcohol Regulatory and Licensing Authority. (Trim: 250722134223).
- (c) **Notes** that the Local Alcohol Policy has proven effective with sensible rules contributing to a reduction in alcohol related harm within the community.
- (d) **Notes** that while the number of Alcohol Licences and Manager's Certificates remains steady when compared to the 2023/24 financial year, there has been an improvement in the quality of new applications due to the establishment of pre-application meetings.
- (e) **Circulates** this report to the Community Boards for information.

**CARRIED**

Councillor Goldsworthy acknowledged the challenges experienced in serving on the District Licensing Committee and dealing with licensing application, however, this was an essential regulatory function, which entailed staff regularly dealing with difficult situations.

## 6 CORRESPONDENCE

Nil.

## **7 PORTFOLIO UPDATES**

### **7.1 District Planning – Councillor Tim Fulton**

- The appeals period for District Plan determinations would soon be ending.
- There had been some movement with the preliminary applications lodged in terms of the Fast-track Approvals Act 2024.
- Reforms submission on Going for Housing Growth was lodged.
- The Oxford-Ohoka Community Board had invested a large amount of effort in opposing the Woodstock Quarry Landfill application.

### **7.2 Civil Defence and Regulation – Councillor Jason Goldsworthy**

- Acknowledged all the work done in the background for Civil Defence.
- The Civil Defence Team would be welcoming a new Civil Defence Manager.
- It was currently dog registration time and staff were taking a similar approach than in 2024 with many reminders being sent to dog owners and then infringements being issued on 1 October 2025 to those dog owners who did not comply.
- Received the first private Building Consent Authority (BCA) Project Information Memorandum (PIM) request through the new framework established by the Government.
- The significant building consent change from the Government was not as substantial as expected.

### **7.3 Business, Promotion and Town Centres – Councillor Brent Cairns**

There was no update provided.

## **8 QUESTIONS UNDER STANDING ORDERS**

Nil.

## **9 URGENT GENERAL BUSINESS**

Nil.

### **NEXT MEETING**

The next meeting of the District Planning and Regulation Committee would be held on 16 September 2025.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 1.20PM.

**CONFIRMED**

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Councillor T Fulton

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Date