



WAIMAKARIRI
DISTRICT COUNCIL

District Planning and Regulation Committee

Agenda

Tuesday 21 June 2022

1.00pm

***Council Chamber
215 High Street
Rangiora***

Members:

Cr Neville Atkinson (Chairperson)

Cr Kirstyn Barnett

Cr Wendy Doody

Cr Niki Mealings

Cr Philip Redmond

Mayor Dan Gordon (ex officio)

DISTRICT PLANNING AND REGULATION COMMITTEE

A MEETING OF THE DISTRICT PLANNING AND REGULATION COMMITTEE WILL BE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY 21 JUNE 2022 AT 1PM

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 CONFIRMATION OF MINUTES

3.1 Minutes of a meeting of the District Planning and Regulation Committee held on 26 April 2022

5-8

RECOMMENDATION

THAT the District Planning and Regulation Committee:

- (a) **Confirms** the circulated Minutes of a meeting of the District Planning and Regulation Committee, held on 26 April 2022, as a true and accurate record.

4 MATTERS ARISING

5 DEPUTATIONS

Nil.

6 REPORTS

6.1 Kaiapoi Parking Restrictions Changes – Vanessa Thompson (Business & Centres Advisor) and Shane Binder (Transportation Engineer)

9-17

RECOMMENDATION

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. TRIM number. 220608096127.
- (b) **Notes** the original three week community/affected business consultation period that was undertaken to solicit feedback related to the proposed parking restriction changes.

- (c) **Notes** the additional select business/residences consultation period in May 2022 (for 2.5 weeks) at the request of the District Plan and Regulation Committee.
- (d) **Notes** that public feedback was generally supportive of the changes, as evidenced in the 'Let's Talk Waimakariri' summary public engagement report.
- (e) **Notes** that the proposed changes better reflect current utilisation and seek to respond more appropriately to parking demand in the identified areas.
- (f) **Approves** the six parking restrictions changes, as follows:

ITEM	TOWN	STREET	LOCATION	SIDE OF STREET	RESTRICTION	QUALIFYING REMARKS
1.	KAIAPOI	WILLIAMS STREET	CAREW ST TO OHOKA RD	WEST	P15	ADD 1X PARK, NEXT TO THE DAIRY ON THE CORNER OF OHOKA RD/WILLIAMS ST
2.	KAIAPOI	WILLIAMS STREET	HILTON ST TO RAVEN QUAY	BOTH	P60 / P15	P60 FOR ALL PARKS EXCEPT 1X P15 PARK IN FRONT OF THE DAIRY
3.	KAIAPOI	WILLIAMS STREET	RAVEN QUAY TO CHARLES ST	WEST	P60	CHANGE THE CURRENT P15 PARKS DIRECTLY IN FRONT OF 137 WILLIAMS STREET
4.	KAIAPOI	WILLIAMS STREET	CHARLES ST TO SEWELL ST	EAST	P120	CHANGE THE CURRENT P15 PARKS IN FRONT OF THE SHOPPING COMPLEX
5.	KAIAPOI	CHARLES STREET	DAVIE ST TO WILLIAMS ST	SOUTH	P60	
6.	KAIAPOI	RAVEN QUAY	BLACK ST TO WILLIAMS ST	BOTH	P60	

6.2 **Application to the Heritage Fund - Recommendations of Staff – Gina Maxwell (Policy Technician) and Ian Carstens (Senior Resource Management Planner)**

18-33

RECOMMENDATION

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. TRIM number. 220608096255.
- (b) **Notes** the accumulated amount available in The Heritage Fund is \$35,749.84.
- (c) **Approves** from The Heritage Fund of \$3,139.50 for the application received from The Ashley Community Church.
- (d) **Notes** the balance of the Heritage fund will be \$32,610.34.

6.3 **Appointment of Second Recovery Manager – Brennan Wiremu (Emergency Management Advisor)**

34-36

RECOMMENDATION

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. CDE-21/ 220518079864.
- (b) **Appoints** Alistair Gray as a Recovery Manager for Waimakariri District Council.

6.4 **Development Planning Unit Update – Matthew Bacon (Development Planning Manager)**

37-40

RECOMMENDATION

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. 220525085078.
- (b) **Notes** the current activities and operations of the Development Planning Unit.

7 CORRESPONDENCE

Nil.

8 PORTFOLIO UPDATES

8.1 **District Planning Development – Councillor Kirstyn Barnett**

8.2 **Regulation and Civil Defence – Councillor Philip Redmond**

9 QUESTIONS UNDER STANDING ORDERS

10 URGENT GENERAL BUSINESS

NEXT MEETING

The next meeting of the District Planning and Regulation Committee is scheduled for 1pm, on Tuesday 23 August 2022.

Briefing

- *District Planning and Regulation Question and Answer Session – Tracy Tierney (General Manager Planning and Regulation and Environment)*

WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF THE MEETING OF THE DISTRICT PLANNING AND REGULATION COMMITTEE HELD VIRTUALLY VIA ZOOM ON TUESDAY 26 APRIL 2022 AT 1PM

PRESENT:

Deputy Mayor N Atkinson (Chairperson), Councillors K Barnett, W Doody, N Mealings, P Redmond and Mayor D Gordon (ex officio).

IN ATTENDANCE

Councillor P Williams.

T Tierney (Manager Planning and Regulation), V Thompson (Business and Centres Adviser), S Binder (Transport Engineer), B Wiremu (Emergency Management Adviser), and K Rabe (Governance Advisor).

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of a meeting of the District Planning and Regulation Committee held on 22 February 2022

Moved: Councillor Redmond

Seconded: Councillor Barnett

THAT the District Planning and Regulation Committee:

- (a) **Confirms** the circulated Minutes of a meeting of the District Planning and Regulation Committee, held on 22 February 2022, as a true and accurate record.

CARRIED

4 MATTERS ARISING

Nil.

5 DEPUTATIONS

Nil.

6 REPORTS

6.1 Kaiapoi Parking Restrictions Changes – V Thompson (Business and Centres Advisor) and S (Transportation Engineer)

V Thompson spoke to the report which requested the Committee's approval for the implementation of six parking restrictions in Kaiapoi and noted that the restrictions had been endorsed by the Kaiapoi-Tuahiwi Community Board on 21 February 2022.

In response to a query from Councillor Barnett, V Thompson confirmed that the residents in the area had not been consulted.

Councillor Atkinson noted that he owned a business in Hilton Street and none of his staff had received notification on possible parking restrictions, he therefore enquired how large the consultation area had been. V Thompson advised that flyers had been dropped off to businesses on Williams Street, which would be directly affected by the restrictions. Councillor Atkinson contended that businesses on the side streets, close to Williams Street, would also be affected as the overflow parking from Williams Street would spread to the side streets. He therefore believed that residents and business in these areas should also have been consulted, or at least received information on the proposed restrictions. V Thompson stated that information on the restrictions had been available on the Council website and other media platforms.

Councillor Redmond enquired if businesses on the upper floors of buildings had also been consulted and was assured that all businesses on Williams Street, which would be directly affected by the restrictions were consulted.

In response to a query by Mayor Gordon, V Thompson clarified that disabled car parking would be dealt with by the Accessibility Review which would be conducted later in the year.

Councillor Atkinson enquired about the process going forward, if the Committee adopted the proposed parking restrictions. Especially in relation to informing the public and the businesses not previously notified, before to the restrictions being implemented. V Thompson undertook to ensure that the information be made available to the businesses effected by the restrictions, also the businesses in side streets.

Councillor Barnett requested clarity on what the Kaiapoi-Tuahiwi Community Board had endorsed and was advised the Board had endorsed the recommendation that was before the Committee.

Moved: Mayor Gordon

Seconded: Councillor Barnett

THAT the report lie on the table until further engagement with affected businesses and residents be carried out, and the results of the further engagement be shared with the Kaiapoi-Tuahiwi Community Board prior to it being brought back to the Committee.

CARRIED

Mayor Gordon noted the Committee's reservations regarding the comprehensiveness of the public consultation process and believed that it would be advisable to re-engage to ensure the public was aware of the proposed parking restrictions and the flow on effects that it may have on parking in side streets that could impact other businesses and residents.

Councillor Barnett concurred and requested that the Kaiapoi Promotions also be consulted.

Item 7.1 was taken at this time, however the Minutes follow the order of the agenda.

6.2 Civil Defence Emergency Management Update – B Wiremu (Emergency Management Advisor)

B Wiremu gave a brief overview of the report, noting that due to Covid restrictions no public engagement had been carried out over the last quarter.

Councillor Redmond advised that during the public engagement on Tsunami Evacuation Zones, the Pines Beach residents had requested assistance with preparing an evacuation plan, and enquired if this assistance had been rendered. B Wiremu explained that all the organisations/groups who were in

conversation with the Council at the time of the restrictions would be first priority once public engagement commenced, including the Cust community and lifestyle blocks who had also requested assistance.

Moved: Councillor Redmond

Seconded: Councillor Mealings

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. CDE-21/ 220322042076.

CARRIED

Councillor Redmond thanked B Wiremu for a comprehensive report and noted that it was heartening that there had been no loss of volunteers and that 17 cadets were still in training in spite of the difficulties faced by Covid restrictions. Councillor Mealings concurred with the previous speaker.

7 REPORT REFERRED FROM THE RANGIORA-ASHLEY COMMUNITY BOARD

7.1 Request for Time-Restricted Parking at Rangiora Borough School – S Binder (Transport Engineer)

(refer to attached copy of report no. 220324044049 to the Rangiora-Ashley Community Board meeting of 13 April 2022)

S Binder took the report as read noting that this initiative had been initiated by the Rangiora Borough School.

In response to Councillor Doody's query, S Binder assured the Committee that parents would still be able to use the Town Hall parking area during pick up and drop off times.

Moved: Councillor Barnett

Seconded: Mayor Gordon

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. 220324044049.
- (b) **Approves** the establishment of a limited (8:00-9:00am and 2:30-3:30pm school days only) 5-minute parking restriction (P5) on the east side of Church Street north of the mid-block pedestrian crossing for a length of 18 metres.
- (c) **Approves** the modification of the existing 24-hour P5 loading zone on the east side of Church Street to be limited (8:00-9:00am and 2:30-3:30pm Wednesday school days only).
- (d) **Circulates** this report to Utilities and Roading Committee for information.

CARRIED

Councillor Barnett stated she was happy to support the motion, which had the support of the Rangiora-Ashley Community Board and was a sensible use of parking in a busy street.

Mayor Gordon stated that this was a common sense solution and was pleased that parents would still be able to utilise the Town Hall parking area which would ease traffic on both King and Church Streets.

Councillor Mealings noted that parents also used the Council parking area which also kept traffic flowing smoothly.

8 **CORRESPONDENCE**

Nil.

9 **PORTFOLIO UPDATES**

9.1 **District Planning Development – Councillor Kirstyn Barnett**

- Staff were very busy with changes to the District Plan, which was due on short notice owing to Government changes.

9.2 **Regulation and Civil Defence – Councillor Philip Redmond**

- The role of Environmental Service Manager had recently been filled.
- Staff shortages during Covid restrictions and isolation had impacted on some regulatory services including Animal Control which meant complaints are being triaged so less serious issues i.e. barking dog complaints may face a wait before being attended to.
- A dog owner was appealing a late registration infringement.

10 **QUESTIONS UNDER STANDING ORDERS**

Nil.

11 **URGENT GENERAL BUSINESS**

Nil.

NEXT MEETING

The next meeting of the District Planning and Regulation Committee was scheduled for 1pm, on Tuesday 21 June 2022.

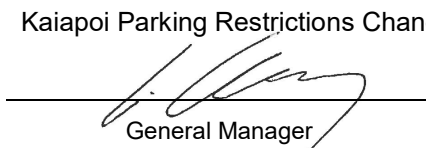
THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 1.36PM.

N Atkinson
Chairperson

Date

Briefing (1.36 to 2.23pm)

- *Gambling Policy Briefing – L Beckingsale, M Pugh and T Tierney*
- Council Briefing to be set up prior to a report coming to the Council.
- *Building Unit and ESU Update – W Taylor*

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** BAC-03-98, RDG-08-11-05 / 220608096127**REPORT TO:** DISTRICT PLANNING AND REGULATION COMMITTEE**DATE OF MEETING:** 21 June 2022**AUTHOR(S):** Vanessa Thompson, Business & Centres Advisor
Shane Binder, Transportation Engineer**SUBJECT:** Kaiapoi Parking Restrictions Changes**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
ppChief Executive**1. SUMMARY**

- 1.1 The purpose of this report is to seek approval to implement six parking restriction changes in the Kaiapoi town centre as endorsed by the Kaiapoi-Tuahiw Community Board in February 2022.
- 1.2 A period of public consultation about the proposed changes was completed in November and December 2021. Feedback received during the three week engagement was generally supportive of the proposed amendments.
- 1.1. An additional period of engagement with select businesses/residences was completed in May 2022. This had no impact on the original survey results, meaning the consulted parties possibly felt they were not impacted by the proposed changes.
- 1.3 The parking restriction changes better reflect current utilisation and seek to respond more appropriately to parking demand in the identified areas. Most of the changes were recommended by Abley in 2021 as a result of a review of Kaiapoi town centre parking restrictions and their performance within the overall town centre parking network.

Attachments:

- i. None

2. RECOMMENDATION**THAT** the District Planning and Regulation Committee:

- (a) **Receives** Report No. TRIM number. 220608096127.
- (b) **Notes** the original three week community/affected business consultation period that was undertaken to solicit feedback related to the proposed parking restriction changes.
- (c) **Notes** the additional select business/residences consultation period in May 2022 (for 2.5 weeks) at the request of the District Plan and Regulation Committee.
- (d) **Notes** that public feedback was generally supportive of the changes, as evidenced in the 'Let's Talk Waimakariri' summary public engagement report.
- (e) **Notes** that the proposed changes better reflect current utilisation and seek to respond more appropriately to parking demand in the identified areas.

(f) **Approves** the six parking restrictions changes, as follows:

Item	Town	Street	Location	Side of Street	Restriction	Qualifying Remarks
1.	Kaiapoi	Williams Street	Carew St to Ohoka Rd	West	P15	Add 1x park, next to the dairy on the corner of Ohoka Rd/Williams St
2.	Kaiapoi	Williams Street	Hilton St to Raven Quay	Both	P60 / P15	P60 for all parks except 1x P15 park in front of the dairy
3.	Kaiapoi	Williams Street	Raven Quay to Charles St	West	P60	Change the current P15 parks directly in front of 137 Williams Street
4.	Kaiapoi	Williams Street	Charles St to Sewell St	East	P120	Change the current P15 parks in front of the shopping complex
5.	Kaiapoi	Charles Street	Davie St to Williams St	South	P60	
6.	Kaiapoi	Raven Quay	Black St to Williams St	Both	P60	

3. **BACKGROUND**

- 3.1 Early in 2021 staff contacted Abley (specialist transport consultants) to conduct a review of the Kaiapoi Town Centre parking restrictions. Abley's were deemed the most appropriate as they had completed work on the 2020 Kaiapoi Town Centre parking survey, which would inform the parking restriction evaluation. Abley were also the transport consultants appointed to the Kaiapoi Town Centre Plan review in 2018.
- 3.2 The parking review was undertaken in August/September 2021 to assess the appropriateness of current parking restrictions within the wider Kaiapoi town centre environment (Figure 1), and especially after the introduction of new park 'n' ride facilities on Charles Street (Central Kaiapoi) and Wrights Road (Southern Kaiapoi) in 2020.



Figure 1: Kaiapoi Parking Restriction Review Areas

- 3.3 In preparation for the assessment, a schedule of the current parking restrictions in Kaiapoi was forwarded to Abley. They cross referenced this against the 2020 Kaiapoi Parking Survey restrictions to check for variances which could be addressed as part of the review process. Abley then assessed the parking behaviours from the survey to determine whether any restrictions needed to be updated to better support parking demand, needs, or behaviour in high use locations.
- 3.4 The resulting Kaiapoi Parking Restrictions Review report (trim 210920151350) provides a summary of the key findings and associated recommendations to improve parking performance in specified town centre locations. Abley recommended 12 areas of parking restriction or enforcement changes and staff accepted eight of the proposed amendments (six being parking restriction changes and two relating to increased enforcement monitoring).
- 3.5 On 18 October 2021, Staff sought approval from the Kaiapoi-Tuahiwi Community board to undertake public/directly affected business engagement to seek feedback on the six restriction changes (trim 210726121396). The three week engagement period was completed from 25 November to 15 December 2021. The communication channels included:
- A presence on our 'Let's Talk' consultation webpage utilising the 'Bang the Table' engagement platform
 - Let's Talk flyer available at Council Service Centres and Libraries and dropped off to directly affected businesses (and emailed to some property owners)
 - Adverts on the digital screens in reception
 - Article on the Council's website news page
 - Social media engagement
- The Kaiapoi-Tuahiwi Community Board endorsed the parking restriction changes (trim 220204014766[v02]) at a board meeting on 21 February 2022 noting final approval would be sought from the District Plan and Regulation Committee in April 2022.
- 3.6 The parking restriction changes were presented to the District Planning and Regulation Committee on 26 April 2022. The committee requested that additional engagement be undertaken with the community by extending the consultation area to ensure more businesses/affected residences had the opportunity to provide feedback.

4. ISSUES AND OPTIONS

- 4.1. Some key interactions received during the initial and extended engagement period included:
- Approximately 140 'Let's Talk Proposed Changes to Parking in the Kaiapoi Town Centre' consultation flyers (trim 211123186992) were delivered to affected town centre retail/businesses and some residences.
 - 459 people engaged (through reactions, comments, shares, views or clicks) with the facebook post on 10 December 2021 about the proposed restriction changes.
 - The Bang the Table online webpage received: 464 total visits (of which, 184 were 'informed' visitors and 435 were 'aware' visitors). 'Aware' visitors viewed the project webpage but took no further action, while 'informed' visitors clicked on something and engaged further.
 - A full copy of the consultation survey and poll results received via the digital engagement platform 'Bang the Table' is available at trim 211220202993 (December 2021) and trim 220608096156 (May 2022). 30 contributions were recorded against the survey. Key feedback included:

- (i) **Williams Street, Carew Street to Ohoka Road.** Add one P15 park in front of the Kaiapoi Convenience Store at 45 Williams Street (corner of Williams Street and Ohoka Road). This area currently consists of P120 parking and the change would enable quick parking stops for drivers shopping at the dairy.

89.3% in support of this action (10.7% against).

- (ii) **Williams Street, Hilton Street to Raven Quay.** There's high demand for short-term parking in the main shopping area on Williams Street (between Hilton Street and Raven Quay). We're proposing to reduce parking time limits in this area from P120 to P60 to allow more people to access these parks over the course of a business day. We would also like to add one P15 park in front of the Red N Black Dairy at 11 Williams Street to enable quick parking stops for drivers shopping at the convenience store and other high turnover locations.

75.9% in support of this action (24.1% against).

Concern from one business about the shorter restriction duration proposed for Williams Street as their business activity requires longer duration stays, i.e. 2+ hours; this was regardless of the fact that P120 parking is provided in the off-street carpark behind the Kaiapoi service centre.

- (iii) **Williams Street, Raven Quay to Charles Street.** This section of parking on Williams Street, immediately in front of the new development at 137 Williams Street currently provides short-term P15 parking. We would like to increase this to P60, which better fits with customers' shopping and business activity in this area.

85.2% in support of this action (14.8% against).

- (iv) **William Street, Charles Street to Sewell Street.** This small section of parking on Williams Street, in front of the shopping complex (192-196 Williams Street) currently supports a small number of short-term P15 parks. We want to change these to P120 parks to better reflect the current parking demand and ensure parking restrictions along this section of the road are consistent.

88.9% in support of this action (11.1% against).

One business recommended changing parking to P60 instead of P120 (for the current P15 section) on Williams Street between Charles and Sewell Streets as it better suited their business activity.

- (v) **Charles Street, Davie Street to Williams Street.** There's high demand for parking on the south side of Charles Street immediately adjacent to Trousselot Park. In order to provide easy access to the park, we'd like to change parking restrictions in this area from P120 to P60. We are however proposing to leave the portion of Charles Street between Davies and Smith Street unrestricted so the community has access to longer stay parks.

75.9% in support of this action (24.1% against).

One business owner would only support 60 minute parking on Charles Street if dispensations were provided to proximity businesses (presumably for use by their customers).

Another respondent was concerned about long stayers (workers in the town centre) parking on Charles Street and taking away parks for genuine short-stay visitors.

One business owner recommended keeping Charles Street parking at P120 to cater for auction room parking.

- (vi) **Raven Quay, Black Street to Williams Street.** There is high demand for parking on Raven Quay in front of Coffee Culture and the Kaiapoi Club. We're proposing to change these parks from P120 to P60 to better match current demand and support higher parking turnover for nearby businesses.

64.3% in support of this action (35.7% against).

One business owner suggested parking in front of Coffee Culture on Raven Quay could be reduced to P90 (instead of P60) from P120.

See Figure 2 for a location map of the proposed change areas.



Figure 2: Proposed Kaiapoi town centre parking restriction change areas.

4.2. Other comments of relevance included:

- There was repeat feedback to increase parking wardens/enforcement to ticket parking non-compliers. There was frustration from some businesses/community members about the lack of consistent enforcement leading to repeat offending of long-stayers in inappropriate parks. There was also a suggestion of signage that directs people (presumably town centre workers) to all day parking areas.

It is important to note that current resourcing only allows for the current levels of enforcement monitoring in Kaiapoi; additional enforcement would require more resources. As a result of work completed as part of the Rangiora Town Centre Parking Plan in late 2020, staff are currently investigating the case for Smart Parking technologies in the Rangiora

town centre, and as a result a request for additional resourcing (which would likely impact Kaiapoi parking monitoring) may be brought back to Council in the future.

- One responded noted that parking fines would be a great way for Council to gain revenue (presumably to fund future parking monitoring/infrastructure). Another respondent asked Council not charge for carparking in Kaiapoi.
 - One respondent was concerned that reducing the parking restrictions in some areas would increase turnover posing more danger (presumably for pedestrians) through increased traffic movement.
 - There was feedback to include more disability parks and longer term parking options for elderly in the town centre.
- 4.3. Community feedback indicates that the six proposed parking restriction changes are generally supported with the majority share in favour. Most of the comments received relate to individual/business preferences with the exception of feedback from multiple contributors pointing to a desire for increased parking monitoring/enforcement. There was genuine frustration about the lack of consistent parking enforcement in the town centre which encouraged repeat aberrant parking behaviour from some members of the community.
- 4.4. The additional consultation period in May 2022 widening the engagement to include more businesses/residences had no impact on the original survey results, meaning consulted parties possibly felt they were not impacted by the changes.
- 4.5. As a result of the recommendations by Abley (who have reviewed the changes within a wider town centre setting and assessed their potential impact on the parking network) and general community support, staff are recommending that the six parking restriction changes (4.1, i – vi) be implemented (as per the table below) without any amendments.

Item	Town	Street	Location	Side of Street	Restriction	Qualifying Remarks
1.	Kaiapoi	Williams Street	Carew St to Ohoka Rd	West	P15	Add 1x park, next to the dairy on the corner of Ohoka Rd/Williams St
2.	Kaiapoi	Williams Street	Hilton St to Raven Quay	Both	P60 / P15	P60 for all parks except 1x P15 park in front of the dairy
3.	Kaiapoi	Williams Street	Raven Quay to Charles St	West	P60	Change the current P15 parks directly in front of 137 Williams Street
4.	Kaiapoi	Williams Street	Charles St to Sewell St	East	P120	Change the current P15 parks in front of the shopping complex
5.	Kaiapoi	Charles Street	Davie St to Williams St	South	P60	
6.	Kaiapoi	Raven Quay	Black St to Williams St	Both	P60	

6.1. **Implications for Community Wellbeing**

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

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

7. **COMMUNITY VIEWS**

7.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are not likely to be affected by, or have an interest in the subject matter of this report.

Disability parking is a matter that has been raised at Rūnanga liaison meetings and will be further addressed in 2022 through the Accessibility Strategy Review.

7.2. **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.

Disability parking will be further addressed in 2022 through the Accessibility Strategy Review.

7.3. **Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report.

Community members had an opportunity to provide feedback on the six proposed restriction changes during the public engagement period (online survey) covering 25 November to 15 December 2021.

An additional engagement period of 2.5 weeks in May 2022 was undertaken with select businesses and residences, extending the original consultation coverage area slightly.

Community feedback has been considered as part of this report and its recommendations.

8. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

8.1. **Financial Implications**

There are financial implications of the decisions sought by this report if the proposed parking restrictions are fully enacted. Changes to parking signage are expected to cost approximately \$3-3,500; these will be absorbed by operational roading budgets.

Additionally, increased parking enforcement as a result of the review (although not specifically addressed in this report) has been estimated to require up to 0.5 additional FTE enforcement staff by the Environmental Services Unit.

8.2. **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

Of the six restriction changes recommended by staff from the Abley parking recommendations report, five are significant:

- **Williams Street, Hilton Street to Raven Quay**, reduce parking from P120 to P60, and add a P15 park in front of the dairy.
- **Williams Street, Raven Quay to Charles Street**, increase to P60 from P15.

- **William Street, Charles Street to Sewell Street**, increase a small section of parking to P120 from P15.
- **Charles Street, Davie Street to Williams Street**, reduce parking from P120 to P60 on the south side of Charles Street for a section bordering Trousselot Park.
- **Raven Quay, Black Street to Williams Street**, reduce parking from P120 to P60.

Staff have provided the community and directly affected businesses (plus some property owners) with an opportunity to provide their feedback on the proposed changes. Community feedback has been considered as part of this report and its recommendations.

An appropriate community communications plan will follow the approval process to ensure the community is made aware of any changes that are to be implemented.

Health and Safety

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

9. CONTEXT

9.1. Consistency with Policy

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

9.2. Authorising Legislation

Land Transport Act 1988.

9.3. 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.

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

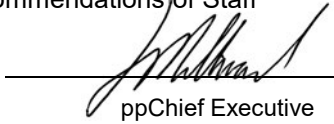
- The Council takes account of the views across the community including mana whenua.

Transport is accessible, convenient, reliable and sustainable

- The standard of our District's roads is keeping pace with increasing traffic numbers.

9.4. Authorising Delegations

Community Boards are delegated to provide community views to Council and/or governing committees to better inform decision making.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** DDS-08-04/ /220608096255**REPORT TO:** DISTRICT PLANNING AND REGULATION COMMITTEE**DATE OF MEETING:** 21 June 2022**AUTHOR(S):** Gina Maxwell, Policy Technician
Ian Carstens, Senior Resource Management Planner**SUBJECT:** Application to the Heritage Fund - Recommendations of Staff**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
ppChief Executive**1. SUMMARY**

- 1.1. The purpose of this report is for the District Planning and Regulation Committee to consider funding an application received by The Heritage Fund. The Fund has accumulated a total of \$35,749.84.
- 1.2. The Heritage Fund is a contestable fund that is provided for owners of sites listed in the District Plan in order to protect and preserve the heritage values of the district.
- 1.3. The Ashley Community Church was built in 1871. The electrical wiring throughout is in need of upgrading and repairing, most of which has already been repaired to meet insurance requirements. More work is needed to update older, worn wiring and fittings. Installation of entrance lighting as part of the upgrade is necessary for visitor safety during the winter months.

Attachments:

- i. Application Form for 39 Canterbury Street District Plan Site: H015 (211210198419)
- ii. Electrical Work Quoted from R Grant & D Foley (220526085706)
- iii. Table of Recommended Articles from Visual Inspection:(220608096265)
- iv. 2021 Historic Heritage Item Record H015: (220608096257)

2. RECOMMENDATION**THAT** the District Planning and Regulation Committee:

- (a) **Receives** Report No. TRIM number. 220608096255.
- (b) **Notes** the accumulated amount available in The Heritage Fund is \$35,749.84.
- (c) **Approves** from The Heritage Fund of \$3,139.50 for the application received from The Ashley Community Church.
- (d) **Notes** the balance of the Heritage fund will be \$32,610.34.

3. BACKGROUND

- 3.1. The Heritage Fund is a contestable fund that is provided for owners of sites listed in the District Plan in order to protect and preserve the heritage values of the district.

- 3.2. The following totals have been claimed in the last 3 financial years:
- 2019/20 \$24,179.69
 - 2020/21 \$38,950.29
 - 2021/22 \$80,157.83
- 3.3. The Heritage Fund has a current balance of approximately \$35,749.84 that increases at a rate of \$15,500 per annum. All successful applicants are required to sign an accountability agreement and funds are paid out after completion of the work and on a receipt. The fund agreement enables staff to monitor or inspect the works.
- 3.4. In December 2020 The Heritage and Biodiversity and Ecological Funds were approved to be split from 30th June 2021 into two separate funds.
- 3.5. The former Anglican Church of St Simon & St Jude / Ashley Community Church has high overall heritage significance to Ashley and Waimakariri district as a whole. The church has historic and social significance for its association with almost a century of Anglican worship and the efforts made by local people to save the building from removal. Ashley Community Church has high cultural and spiritual significance for its religious use, community esteem and commemorative purpose and high architectural significance as the work of leading New Zealand architect Benjamin Mountfort. Ashley Community Church has technical and craftsmanship significance for its construction and detailing, including the 1905 Simpkinson memorial window. Ashley Community Church has contextual significance as a local historic feature and its site has potential archaeological significance in view of the structure's pre1900 date of construction.

4. ISSUES AND OPTIONS

- 4.1. Staff have reviewed the applications in accordance with the significance criteria of the District Plan. The recommendations takes in to consideration the following:
- The Church's high cultural and spiritual significance,
 - The use of the Church by the community,
 - The Church is listed as a Historic Place Category 2,
 - 12 of the 17 recommendations have been completed and paid for by fundraising and donations,
 - Apart from the list attached of articles that should be addressed immediately, the installation is fit for purpose based on the requirements for electrical installations in force at the time of original install.
- 4.2. In making the staff recommendations, staff considered the previous District Plan and Regulation Committee decision that the fund would be available for up to 100% of the value of the applied works.

Implications for Community Wellbeing

There are not specific implications on the local community wellbeing by the issues and options that are the subject matter of this report. Noting the historical and social, cultural and spiritual significance of this church the recommendations in this report will benefit the local community. The retention of the districts heritage resources is both a community outcome and a direction within the Waimakariri District Plan.

- 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.

5.2. **Groups and Organisations**

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report such as the Ashley Community Church. All owners of listed heritage sites were advised of the opening of the Heritage Fund in 2019. The fund is planned to be re-advertised in 2022.

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 that is greater than a general desire to protect the districts remaining heritage resources.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are not financial implications of the decisions sought by this report. It is noted The Heritage Fund has a current balance of \$35,749.84. This balance is made up of the annual funding top-up. All successful applicants are required to sign an accountability agreement and funds are paid out after completion of the work and on a receipt.

This budget is not 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 fund allocation..

6.3 **Health and Safety**

The recommendations in this report decrease the fire hazard risk of the Church to the public.

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**

Allocations for heritage grants are made under the provision for discretionary grants provided for in the Local Government Act 2002.

7.3. **Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report, as follows:

- The community's cultures, arts and heritage are conserved and celebrated
- There is a strong sense of community within our District
- The community's cultures, arts and heritage are conserved, developed and celebrated

- There is a safe environment for all

7.4. **Authorising Delegations**

The District Planning and Regulation Committee has delegation under S-DM 1026 to assess The Heritage Fund applications.



The Heritage, Biodiversity and Ecological Fund

APPLICATION FORM

To provide financial assistance to owners of notable plants, vegetation and heritage sites listed in the District Plan.

Applications must be posted or delivered to:

The Waimakariri Contestable Fund

215 High Street, Rangiora 7400

For more information:

Contact Gina Maxwell on 03 266 9247, or email gina.maxwell@wmk.govt.nz



Please read "Information" and "Guidelines" before completing this form.

PART A - Details of Applicant

Name of Applicant

Ashley Community Church Incorporated

Name/status of contact person for this application

Ingrid Mycroft - Sectetary/Treasurer

Address of Applicant

39 Canterbury Street, Ashley RD7, Rangiora 7477

Phone Number: Home

Work

Cell 021753463

Email ingmyc@gmail.com

Name and contact details of land owner

(If different to applicant)

Phone Number: Home

Work

Cell

Have you received funding from the Contestable Fund in the past and if so what was it used for?

YES NO ☒

PART B - Summary of work**Aim of Project (brief)**

The Ashley Community Church was built in 1871.

The electrical wiring and cabling including all fittings throughout the building is in need of upgrading and repairing, some of which has already been repaired to meet insurance requirements. More work is needed to update older, worn wiring and fittings.

The electrician has provided us with a comprehensive report detailing all the work required. This is available if needed.

Date project started 30/04/2021

Expected duration and staging of project, including expected costs of each stage

It is expected to take approximately 18 hours of work for the next phase of repairs, possibly over the period of one month.

The hourly rate is \$85 +gst. Approximate total \$1,759.50 incl. gst.

These hours can increase depending on the electrician's findings once he has started the work. If he were to find the old cabling cannot be connected or fails the safety testing, it will need replacing. New materials and labour costs will be incurred, these extra costs have not been estimated since there is no certainty yet.

If you are granted funds how and when will they be spent

Funds will be spent on the costs of repairs and materials, and labour, paid to the electrician for work carried out.

The electrician invoices on a two-week payment system, ie. two weeks after the work is completed.

It is expected the work to start in February 2022.

Have you applied to any other fund for this project? (i.e Ecan Environment Fund)

If so,

1. What fund? N/A
2. How much was applied for?
3. How much has been granted?

The Heritage, Biodiversity and Ecological Fund Application Form

3

PART C - Detailed description of project

DESCRIPTION: Provide an overall description of the site and project, keeping in mind the purpose and outcome of the fund (as set out below):

The Ashley Community Church is a Heritage NZ Category 2 building, designed by Benjamin Mountfort and built in 1871. The Church sits on its original site at 39 Canterbury Street in the Ashley Village. It is built predominantly of Kauri and other timber construction with an iron roof.

The electrical wiring throughout is in need of upgrading and repairing, some of which has already been repaired to meet insurance requirements. More work is needed to update older, worn wiring and fittings. Installation of entrance lighting as part of the upgrade is necessary for visitor safety during the winter months.

WORK TO DATE: Describe any work that has been carried out to-date toward the project (eg: restoration, fencing, pest control, planting, planning and design, etc)

Electrical Repairs

April 2021 - Visual Inspection Report: a five page report which identified in detail the repairs and replacements to the electrical system within the Church.

June 2021 - Inspection, identification and replacement of damaged light fittings and related cables and switches. Passed insulation test.

July 2021 - Work to damaged lamp holders, and the main earth cables secured by repairing, fixing, and strapping. Attaching of various cables and wires, connections insulated, light bulbs replaced, and electricals and earthing all tested and passed.

FUTURE MANAGEMENT: Describe the future management, protection and maintenance of the project site, if you are successful in securing this fund:

A dedicated preservation Committee has been in operation since the salvage of the Church during the 1970 's and will continue for the foreseeable future. Over the years, and to date, it has included many and varied members of the local communities in the region.

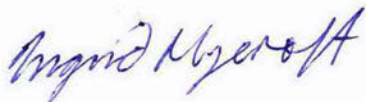
The Committee will continue meeting, and assessing the needs of the Church, raising funds for maintenance and restoration, and completing ongoing repairs and preservation when necessary. Members constantly work throughout the year securing and meeting the needs of the insurance for the building; advertising and promoting the Church for public use, dealing with bookings; as well as regular maintenance, care and the security of the building and the grounds.

Do you consent to a Council employee contacting you to investigate whether any other sources of funding may be available for your work?

YES ☒ NO

PART D - Acknowledgement**I confirm that:**

1. I am authorised to sign this application as the applicant or on behalf of the applicant, and I am prepared to sign an accountability agreement
2. The answers given on this form are true and correct
3. The funds will be spent by the applicant in the manner declared in this application
4. If the applicant is a group, I will be personally responsible for how the funds are spent
5. I will inform the Waimakariri District Council in writing if I receive a funding grant from any other source before I am informed of a decision on this application
6. I have read and agree with the 'Notes for Applicants' below.

Signed

Name (please print)

Ingrid Mycroft

Date

03/12/2021

Quote

7/04/2022

Bill To:



Invoice No: 00011589
GST Reg. 114283495

Your No.

QTY	ITEM NO.	DESCRIPTION	AMOUNT
		Ashley Community Church for the following work	
1	Quo	replace old braid cord pendant leads	
2	Quo	upgrade switchboard to circuit breakers	
3	Quo	fit RCD unit	
1	MAT	Materials	\$286.00
1	LABOUR	Labour	\$480.00
		NOTE has suggested in insurance report to fit arc fault units would cost \$1120.00 + GST for unit	

Quotes are valid for 30 days

Sale Amt.:	\$766.00
Freight:	\$0.00
GST:	\$114.90
Total Amt.:	\$880.90
Paid Today:	\$0.00
Balance Due:	\$880.90

Invoice No: 00011589

Page 1 of 1



From: Dallas Foley
Sent: Tuesday, July 20, 2021 9:44 AM
To: Jeneane Hobby
Subject: Re: Ashley Church Electrical Work

Hi Jeneane,

As a very rough estimate of costs for budgetary use only, to meet the recommendations in the visual inspection report you will probably be looking at material costs alone of around \$1,200.00 +gst.

Labour would be around 18hrs at \$85+gst p/h which could be longer depending on what we find when we start pulling things apart.

Please note: this does not include replacing or making any changes to the old cloth wiring currently installed in the steel conduit throughout the main part of the building. If for any reason the old cabling cannot be safely connected to or it fails electrical testing during commissioning it will have to be replaced and that will incur a new set of material and labour costs.

I hope that gives you a starting point.




Regards,

Dallas Foley



**Recommended Articles that should be Addressed as per Visual Electrical Inspection
of the Ashley Community Church Located at 39 Canterbury Street, Ashley,
Canterbury by Dallas Foley.**

Action	Priority	Status
Main earth at the MEN board should have an identifying earth tag fitted and be secured under a nut and locknut or two screws.	Urgent	
Main earth at the earth stake should have an identifying earth tag fitted and the clamp cleaned and secured.	Urgent	
The cabling supplying the vestry light fitting should be secured and mechanically protected from damage.	Urgent	
The soldered connections on the power circuit should be insulated with approved joiners or rated shrinkable tubing.	Urgent	
The two pendant lamp holders showing cracking and chipping should be replaced.	Urgent	
The damaged light switch next to the main entrance door should be removed or replaced.	Urgent	
All light fittings should have their incandescent lamps replaced with LED lamps to reduce the heat currently being produced by over wattage lamps. The heat is causing damage to the lamp holders and potentially to the cabling, this will reduce power consumption without loss of light output.	Urgent	
'Caution - Buried power cables' sign should be attached to the building where the underground main supply enters.	Recommended	
The rewirable fuses on the MEN board should be replaced with circuit breakers to improve fault protection.	Recommended	
The MEN board should have its circuit protection correctly labelled.	Recommended	
RCD protection should be added to the MEN board circuits to reduce the chance of electric shock occurring.	Recommended	
Arc fault protection should be added to the MEN board to reduce the risk of arc induced fire.	Recommended	

The lamp holder in the vestry has signs of heat stress due to the use of over wattage lamps, (manufacturer states 150watt max) It should be replaced and fitted with an LED lamp to reduce heat generation and power consumption.	Recommended	
The earth connection clamps to the metal conduit on the power and lighting circuits should be cleaned and resecured	Recommended	
The wall mount lamp holders either side of the alter have signs of heat stress due to the use of over wattage lamps, (manufacturer states 150watt max) they should be replaced and fitted with an LED lamps to reduce heat generation and power consumption.	Recommended	
The cloth wiring that the pendant light fittings are hanging from is very old and has no mechanical support. All of the weight of the lamp holder and lamp is hanging on the electrical cord. This should be replaced with suitable pendant flex and mechanical suspension support.	Recommended	
All pendant light fittings are currently fitted with 200w incandescent lamps which exceeds their recommended maximum wattage rating. These should be inspected for heat damage and replaced where it has occurred, and all fitted with LED lamps that will reduce heat generation and power consumption.	Recommended	4 replaced to date

WAIMAKARIRI DISTRICT COUNCIL
HISTORIC HERITAGE ITEM RECORD FORM

2021 District Plan Item No.**HH015****HERITAGE ITEM NAME**former Anglican Church of St Simon & St Jude /
Ashley Community Church**ADDRESS**

39 Canterbury Street, Ashley

PHOTOGRAPH

(WDC)

DISTRICT PLAN ITEM NO.
(at time of assessment)

H053

HNZ LIST NO. & CATEGORY

5433 / 2

LEGAL DESCRIPTION

Part RS 2777

VALUATION NUMBER

2144003300

DATE OF CONSTRUCTION

1870-71

**ARCHITECT/DESIGNER/
BUILDER**

Benjamin Mountfort, architect; G & E Price, builders

STYLE

Colonial Gothic Revival

PHYSICAL DESCRIPTION

Single-storey church with rectangular footprint and gabled roof forms. Gabled vestry on north elevation and entrance porch on south. Triple lancet window with Perpendicular tracery lights sanctuary at east end. Baptistery at west end has a cross-gabled roof and is lit by narrow cusped lancet arched windows. String course below windows, diagonal timber braces buttress the nave walls. Stained glass windows in sanctuary and at west end, nave windows are square-headed.

MATERIALS/STRUCTURE

Concrete foundations, timber frame and weatherboard cladding, corrugated metal roofing.

ADDITIONS/ALTERATIONS

Baptistery/nave and entrance porch additions (BW Mountfort, architect; Messrs Burnett & Rule, contractors, 1884). Shingle roof replaced with corrugated iron (post-1920). Nave windows removed and later replaced (c.1966/1973). Concrete foundations installed (1973). External protective glazing installed over stained glass windows (2006). Buttress repairs and new internal doors (2007).

SETTING

The church is located on the north side of Canterbury Street, just west of its intersection with Auckland Street. A sign and entrance gates mark the entry to the site, which is bordered by mature trees. The extent of setting is the land parcel on which the church is located.

HISTORY

The settlement of Ashley was surveyed in 1870 by Charles Pemberton, who also gifted a site for an Anglican church. The foundation stone of the Church of St Simon and St Jude was laid on 28 October 1870 and the church was consecrated on 29 June 1871 by Bishop Harper. Hawkins states that the church was the first to be built in the new parish of Fernside, whose chief benefactors were the Browns of Mount Thomas Station. Priests from Woodend and Rangiora also supplied the church, including CH Gosset from 1887-91 out of the Woodend parish. The church was part of the Leithfield parish until 1921 when it became the separate parish of Ashley. That parish was absorbed by Tuahiwi in 1928, which was in turn absorbed by Rangiora in 1931. From 1941 until 1946 St Simon and St Jude's Church was part of a short-lived separate parish of Woodend. The church was closed in 1966 and was up for sale for removal until it was saved by local residents. The church reopened for interdenominational use in 1973 and was the subject of a conservation plan in February 1999. It remains a community church.

HISTORICAL AND SOCIAL SIGNIFICANCE

The Ashley Community Church has historical and social significance for its association with the Anglican congregation of Ashley for almost 100 years and, more recently, the local people who saved the church from demolition and continue to use and maintain it today.

CULTURAL AND SPIRITUAL SIGNIFICANCE

The Ashley Community Church has high cultural and spiritual significance as a place of Christian worship and for the esteem in which it is held by the members of the community who prevented its removal and continue to maintain the building. The church also has commemorative value for the memorials housed within it, including the 1905 Charlotte Simpkinson memorial window (see below).

ARCHITECTURAL AND AESTHETIC SIGNIFICANCE

The Ashley Community Church has high architectural significance as the work of the preeminent Canterbury architect, Benjamin Mountfort (1825-98). Mountfort trained and practised in London before emigrating to New Zealand with his family in 1850; a colonist on one of the 'First Four Ships'. He designed churches for the Anglican diocese throughout his career and was also responsible for the Canterbury Provincial Council buildings (1858-65), and early buildings for Canterbury Museum (1869 +) and Canterbury University College (1877/1882, Christchurch Arts Centre). Mountfort was an ardent proponent of the Gothic Revival style and 'by the 1880s he was recognised as New Zealand's foremost church architect' (Lochhead, NZDB entry – see below). He was a member of the Anglican church, a leader in the profession, and is credited with playing a key role in establishing the architectural character of Christchurch. Mountfort also designed the Fernside parsonage (1876), which was later demolished. The baptistery of the Ashley Community Church is unique amongst Mountfort's oeuvre and while credit for its design is typically given to his son Cyril, it was Mountfort senior who called tenders for the additions in July 1884.

TECHNOLOGICAL AND CRAFTSMANSHIP SIGNIFICANCE

The Ashley Community Church has technological and craftsmanship significance for its mid-Victorian construction and detailing, including the stained-glass window (*The Parable of the Good Samaritan*) by Clayton & Bell of London (1905). Messrs Price were Kaiapoi builders.

CONTEXTUAL SIGNIFICANCE

The Ashley Community Church has contextual significance as a local historic feature within Ashley village.

ARCHAEOLOGICAL AND SCIENTIFIC SIGNIFICANCE

As the church pre-dates 1900 its site has potential archaeological value relating to the structure's construction and early use.

SUMMARY OF HERITAGE SIGNIFICANCE

The former Anglican Church of St Simon & St Jude / Ashley Community Church has high overall heritage significance to Ashley and Waimakariri district as a whole. The church has historic and social significance for its association with almost a century of Anglican worship and the efforts made by local people to save the building from removal. Ashley Community Church has high cultural and spiritual significance for its religious use, community esteem and commemorative purpose and high architectural significance as the work of leading New Zealand architect Benjamin Mountfort. Ashley Community Church has technical and craftsmanship significance for its construction and detailing, including the 1905 Simpkinson memorial window. Ashley Community Church has contextual significance as a local historic feature and its site has potential archaeological significance in view of the structure's pre-1900 date of construction.

HERITAGE CATEGORY

A

REFERENCES

- *Press* 26 August 1870, p. 1; 29 October 1870, p. 3; 28 June 1871, p. 1; 3 July 1871, p. 3; 15 July 1884, p. 3; 23 October 1937, p. 21.
- *Star* 13 October 1884, p. 3.
- *North Canterbury News* 20 April 1999, np.
- *Northern Outlook* 17 June 1998, np; 21 April 1999, p. 10.
- F Ciaran 'Stained Glass in Canterbury New Zealand, 1860-1988' PhD thesis, University of Canterbury, 1992.
- I Lochhead *A Dream of Spires – Benjamin Mountfort and the Gothic Revival* Christchurch, 1999.
- <https://teara.govt.nz/en/biographies/1m57/mountfort-benjamin-woolfield>
- <https://libraries.waimakariri.govt.nz/heritage/local-history/places-of-the-waimakariri/surrounding-areas/history-of-churches-of-ashley,-loburn-and-sefton>
- <http://www.heritage.org.nz/the-list/details/5433>
- <https://www.facebook.com/AshleyHistoricChurch/>
- DN Hawkins *Beyond the Waimakariri: a regional history*, Christchurch, 201; available online.
- *Cyclopedia of New Zealand – Canterbury Provincial District* Christchurch, 1903; available online.
- NW Derbyshire "'The English Church" Revisited – Issues of Expansion and Identity in a Settler Church: The Anglican Church in New Zealand, 1891-1945' MA thesis, Massey University, 2006.

REPORT COMPLETED

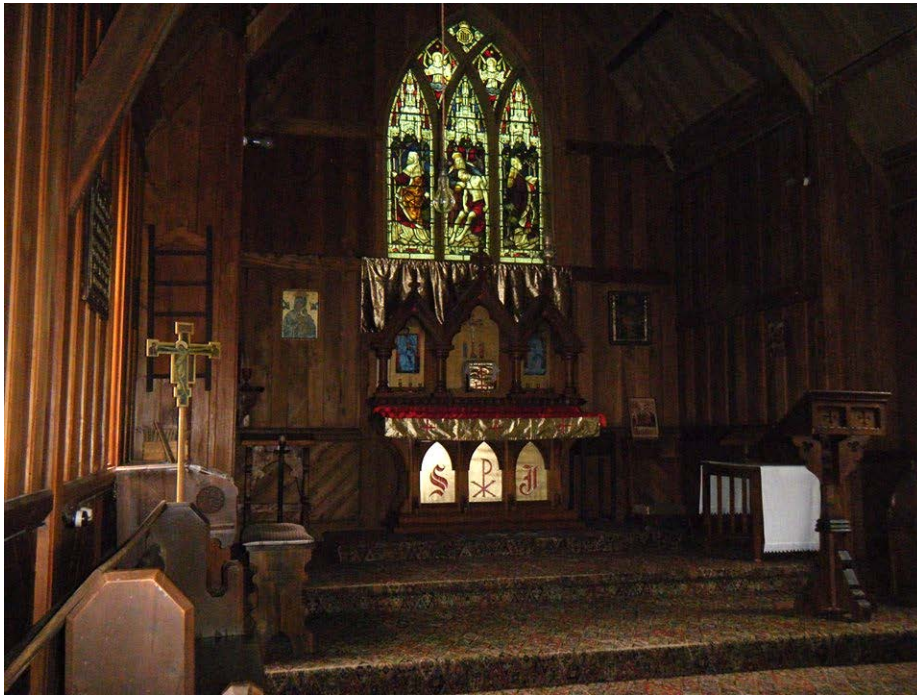
2 April 2019

AUTHOR


Dr Ann McEwan / Heritage Consultancy Services



Extent of setting, former Anglican Church of St Simon & St Jude, 39 Canterbury Street, Ashley.



Sanctuary. www.anglican.org.nz.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** CDE-21/ 220518079864**REPORT TO:** DISTRICT PLANNING AND REGULATION COMMITTEE**DATE OF MEETING:** 21 June 2022**AUTHOR(S):** Brennan Wiremu - Emergency Management Advisor**SUBJECT:** Appointment of Second Recovery Manager**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
ppChief Executive**1. SUMMARY**

- 1.1. This report seeks appointment of Alistair Gray as a second Recovery Manager to Simon Hart, to provide more depth to this important role.

2. RECOMMENDATION**THAT** the District Planning and Regulatory Committee

- (a) **Receives** Report No. CDE-21/ 220518079864.
- (b) Appoints Alistair Gray as a Recovery Manager for Waimakariri District Council.

3. BACKGROUND

- 3.1. Section 30 of the CDEM Act 2002 provides for the role of Recovery Managers in CDEM Groups and territorial authorities, and similar to Controllers, provides a mechanism to delegate legislative powers to appointed Recovery Managers under statutory declarations of *'transition to recovery.'*
- 3.2. Canterbury CDEM Group policy requires that appointments of Controllers and Recovery Managers is ratified formally by the *Joint Committee* (statutory body comprising Mayors of all of the councils of a region). The expectation is that councils will identify and appoint Controllers and Recovery Managers for their district, and the Joint Committee will ratify those appointments.

4. ISSUES AND OPTIONS

- 4.1. The CDEM Act 2002 provides regional-based "CDEM Groups", and delegates certain responsibilities and authorities to these CDEM Groups. The Act also requires every territorial authority within a region, to be a member of their regional CDEM Group. The Act delegates authority to CDEM Groups to appoint CDEM Controllers and Recovery Managers to preside over a specified geographical part of the region or over the entire region, when a civil defence emergency occurs. In effect, it is technically possible and it does happen in practice, that a Controller and/or a Recovery Manager is appointed to discharge their responsibilities over a district that they do not reside in or work in. This may not appeal to some territorial authorities and instead they might prefer to appoint someone themselves who they know and have confidence in.
- 4.2. Canterbury CDEM Group chooses to encourage territorial authorities to appoint their own Controllers and Recovery Managers and such appointments will be formally ratified by the Joint Committee (the forum of Mayors of all 10 Canterbury territorial authorities) which holds the statutory authority under the CDEM Act. Most councils take this opportunity.

- 4.3. Simon Hart has been our Recovery Manager since 2015, having under-studied Simon Markham for more than a year prior. Charlotte Brown was previously our second Recovery Manager and a replacement was not identified on her departure from the Council. It is good practice for councils to have depth in key CDEM roles such as Controllers and Recovery Managers, to enable cover for protracted emergency events.
- 4.4. Alistair Gray has established credibility in the Council as a strategic and capable manager, with strong internal and external relationships, and is a trusted voice within the organisation. He is deemed to have the attributes to become a competent Recovery Manager with requisite professional development for the role from the CDEM sector.
- 4.5. Alistair has confirmed through preliminary discussions with members of the Management Team, Simon Hart as our lead Recovery Manager and with the Emergency Management Advisor that he is prepared to undertake the necessary training and to assume the role second to Simon.

Implications for Community Wellbeing

There are no implications on community wellbeing by the issues and options that are the subject matter of this report.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū is not likely to be affected by, or have an interest in the subject matter of this report.

5.2. Groups and Organisations

There are no groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

5.3. Wider Community

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There is one national CDEM professional development opportunity in New Zealand for new Controllers and Recovery Managers to learn their craft. The *Response and Recovery Leadership Program* is delivered by *Response & Recovery Aotearoa New Zealand (RRANZ)* under contract to the National Emergency Management Agency (NEMA). We have placed some of our Controllers on the predecessor courses to this program and we plan to apply for Controllers and Recovery Managers at the rate of two persons in total each year, to attend, until all of our members are qualified. Because of their previous experience and employment status, we will not seek placement for Brennan Wiremu, Tracy Tierney or Murray Sinclair.

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 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**

CDEM Act 2002, Section 30.

7.3. **Consistency with Community Outcomes**

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

WAIMAKARIRI DISTRICT COUNCIL
REPORT FOR INFORMATION

FILE NO and TRIM NO: DDS-05 / 220525085078

REPORT TO: DISTRICT PLANNING AND REGULATION COMMITTEE

DATE OF MEETING: 21 June 2022

AUTHOR: Matthew Bacon, Development Planning Manager

SUBJECT: Development Planning Unit Update

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


 General Manager


 ppChief Executive

1. SUMMARY

- 1.1 This report provides an overview and update for the District Planning and Regulation Committee on activities and key issues for the Development Planning Unit for the first half of this financial year.
- 1.2 In summary, the key focus has been and will continue to be on the District Plan Review (DPR). Increasingly, focus will also be on collaborative working with the Greater Christchurch partners, including the capacity assessment required under the NPS – UD, GC 2050 and the Spatial Planning project.

2. RECOMMENDATION

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. 220525085078.
- (b) **Notes** the current activities and operations of the Development Planning Unit.

3. BACKGROUND

- 3.1 In summary, the Development Planning Unit is responsible for the following activities:

District Development Strategy and related plans

- 3.2 A key task is the development and implementation of the District Development Strategy (and related plans such as the rural residential development strategy) to guide and give effect to District wide growth and development aspirations. In particular, this document has influence on the 'strategic directions' of the District Plan Review (DPR).
- 3.3 A further key task is liaison and input into sub-regional and regional resource management related policy and plan processes to ensure the District's interests are well represented and its role within the Greater Christchurch (GC) context is recognised. Work continues on the GCP Spatial Plan and will be subject of separate reporting to Council.

District Plan Review

- 3.4 The priority is to progress development of the District Plan Review, recognising District wide resource management issues and potential policy implications as a result of any legislative reform and those related to the sub-region. The DPR process is currently at the stage of audit and checking of submissions received prior to notifying further submissions within Q3 2022.

Change and Monitoring

- 3.5 A further function is ensuring a programme of research and analysis, including long range growth projections to inform both the District Development Strategy and the District Plan on an on-going basis.

4. STRATEGIC ISSUES

4.1. Outstanding matters from the previous meeting (or reports)

District Plan Review – Overall Project

- 4.1.1 The DPR programme is approximately eight months behind schedule based on the project plan that was prepared at the outset of the project review. A large portion of this delay was attributed to unforeseen pre-notification processes that delayed notification of the plan. Additional delays have been experienced in 2022 given the need to divert submission summary resources to respond to the *RMA Enabling Housing and other matters Amendment Act* (the Amendment Act) requirements and as a result of staffing changes (see 4.4 below).
- 4.1.2 Decisions on submissions are required within two years of plan notification, as required by the Resource Management Act 1991 (RMA). At present the overall programme will meet this timeframe; however, there is a risk that further RMA national direction will require further variations to the district plan which will potentially require further process changes or renotification of the plan.
- 4.1.3 Hearings for the DPR are currently anticipated to commence from Q4 2022 subject to confirming timeframes with the appointed commissioner panel.

District Plan Variations

- 4.1.4 Where changes to a district plan are proposed in between the period of notification and decisions on submissions the RMA provides for a pathway to vary the proposed plan following a plan change process. As a result of the Amendment Act staff are currently preparing a variation to incorporate a medium density residential zone into the proposed plan. This zone essentially gives effect to the 'three houses of three stories' legislation. An associated variation is required in order to enable Council to consider taking financial contributions on development which would now not be required to go through a resource consent process.
- 4.1.5 The Amendment Act requires that these variations are notified on or before 20 August 2022. Staff are currently on track to meet this timeframe, although there is additional guidance due from the Ministry of the Environment which will need to be considered. Reporting on the direction of these variations will occur as a separate report to Council in July 2022.
- 4.1.6 A further variation is currently being scoped to update flood hazard models and simply consenting requirements within the Kaiapoi area taking into account recent and planned mitigation works.
- 4.1.7 A further variation to consider additional listing of voluntary identified Significant Natural Areas was previously considered by staff however is currently on hold awaiting further central government direction and engagement with landowners.

Private Plan Changes

- 4.1.8 Council is progressing with assessment of the Ohoka Private Plan Change lodged by Rolleston Industrial Ltd. The Council made a decision to 'accept' the plan change for processing on 31 May 2022. This decision was a procedural step.

- 4.1.9 An appeal on the decline decision on Private Plan Change 30 (rezoning of land from residential to business in Ravenswood) was received in late 2021. This appeal is working through a court mediation process.

4.2. Key Trends / Stats

- 4.2.1 The key trend that is influencing the District Plan Review and Greater Christchurch collaborative planning relates to Resource Management Act (RMA) reform and the emerging legislation that Council will likely see over the course of this year.
- 4.2.2 Overall, Council will be faced with new and emerging national direction legislation this year, including RMA reform and new National Policy Statements for indigenous biodiversity, highly productive land and urban development. This will likely have 'costs' related to implementation, but at this stage this is not possible to accurately estimate.

4.3. Key Customer Issues / Consultation

- 4.3.1 Notification of submissions and the notification of the Amendment Act and Financial Contributions variations are key upcoming consultations. Staff are working with colleagues in the Communications and Engagement team to sequence engagement on these matters and ensure that opportunities for involvement in both processes are clear and well understood.

4.4. Staffing / Capability and Capacity

- 4.5.4 Over the last quarter there have been several staff movements to highlight:
- The recruitment of a new *Development Planning Manager* in March.
 - The recruitment of a new *Graduate Policy Planner* in March.
 - The resignation of a *Principal Policy Planner* in February.
 - The recruitment of a *Principal Policy Planner* in April.
 - The resignation of a *Principal Policy Analyst* in February (to take up an internal appointment).
- 4.5.5 Taking the above movements into account the unit currently has one formal vacancy for a *Senior Planner* which is currently being advertised. Additional resource will be required to complete the DPR process efficiently and is budgeted within the overall DPR programme.
- 4.5.6 Overall, the planning profession continues facing challenges with recruitment and retention of staff. This is influenced by various reviews commenting on the effectiveness of the resource management framework in New Zealand and thereby, and more recently, with government agencies building up their staffing capacity.

- 4.5. The Management Team has reviewed this report and supports the recommendations.

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are unlikely to be affected by, or have an interest in the subject matter of this report, over and above their established interest in resource management outcomes generally.

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, in regard to the recommendations.

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, in regard to the recommendations of this report.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

As a result of the delay in the notification of the DPR the unit is running at a significant underspend over the 2021/2022 financial year. The budgeted expenses related to the administration and implementation of DPR hearings will be carried over to 2022/2023 and refined following a detailed review of submissions. An update on this will be provided through the next quarterly update.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do not have sustainability and/or climate change impacts beyond the sustainable management of resources required by the RMA.

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 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**

Resource Management Act 1991.

Local Government Act 2004.

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 District Planning and Regulation Committee has delegation in relation to planning and resource management matters under S-DM 1026.