Waimakariri District Council

Agenda

Tuesday 4 August 2026

9am

Council Chamber

215 High Street

Rangiora

Members:

Mayor Dan Gordon

Deputy Mayor Philip Redmond

Cr Tim Bartle

Cr Brent Cairns

Cr Wendy Doody

Cr Tim Fulton

Cr Jason Goldsworthy

Cr Niki Mealings

Cr Bruce McLaren

Cr Shona Powell

Cr Joan Ward

WAIMAKARIRI DISTRICT COUNCIL

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The Mayor and Councillors
WAIMAKARIRI DISTRICT COUNCIL

An ordinary meeting of the Waimakariri District Council will be held in the Council Chamber at the Rangiora Service Centre, 215 High Street, Rangiora, on **Tuesday, 4 August 2026,** commencing at **9am**.

Sarah Nichols
GOVERNANCE MANAGER

Recommendations in reports are not to be construed as Council policy until adopted by the Council.

BUSINESS

Page No

1. APOLOGIES

2. CONFLICTS OF INTEREST
Conflicts of interest (if any) to be reported for minuting.

3. ACKNOWLEDGEMENTS

4. CONFIRMATION OF MINUTES

4.1 **Minutes of a meeting of the Waimakariri District Council held on Tuesday, 7 July 2026** *11 – 25*

RECOMMENDATION

THAT the Council:

(a) **Confirms,** as a true and correct record, the circulated Minutes of the Waimakariri District Council meeting held on Tuesday, 7 July 2026.

4.2 **Matters Arising from Minutes**

5. DEPUTATIONS AND PRESENTATIONS

5.1 **Cats affecting the Ashley River wildlife – G Davey** (Ashley Rakahrui Rivercare Group Operations Manager) **and J Hughey**

6. ADJOURNED BUSINESS

6.1 **Pegasus Residents Association Memorandum of Understanding, Pegasus Community Centre and Confirmation of Fees and Charges** – Ken Howat (Parks and Facilities Team Leader)

RECOMMENDATION *26 – 60*

THAT the Council:

(a) **Receives** Report No. 260615141419.

(b) **Approves** execution by Council of the attached Memorandum of Understanding between Council and the Pegasus Residents Association to support the Associations' role in facilitating community led activation and local engagement within the Pegasus Community Centre.

(c) **Notes** that the Fees and Charges schedule will be updated to include the Pegasus Community Centre fees and charges following formal adoption by Council and the current PCC fees and charges will become redundant.

(d) **Notes** that the proposed fees and charges are GST inclusive.

(e) **Notes** Council's standard terms and conditions of hire will apply to Pegasus Community Centre.

(f) **Approves** the adoption of the proposed fees and charges for the Pegasus Community Centre, as outlined in the table below, to enable fair, consistent, and sustainable use of the facility:

Room		COMMUNITY ($/hour) GST Inclusive	COMMERCIAL ($/hour) GST inclusive
Conference Room		$18.15	$36.20
Small Meeting Room		$13.80	$36.20
Small Function Room		$13.80	$36.20
Large Function Room		$18.15	$36.20
Combined Function Room		$36.20	$72.75
Whole Facility Private Functions	**Hourly***	$54.50	$109.20
	Full Day exclusive use **	$290.70	$2,000

**Hourly bookings are charged at the applicable hourly rate for up to six (6) hours. Bookings exceeding six (6) hours will be charged at the applicable full-day rate.*
***Note that there will be a schedule of prices added that would cover requests for additional cleans, this price would be subject to change according to rates charged by Council contractor. Present indication is that this would be $350 for a full facility clean.*

(g) **Notes** that the full day exclusive use would entitle the hirer to areas such as the reception or foyer area, the kitchen, toilets, car park and all rooms without any other users. The exclusive use rate acknowledges this premium.

(h) **Notes** that a commercial rate is considered to be "*Activities undertaken primarily for business purposes and the generation of profit, income, or financial return to owners, shareholders, or private interests".*

(i) **Notes** that a community rate is considered to be *"Activities undertaken primarily to deliver social, cultural, educational, recreational, environmental, or wellbeing benefits to the community, rather than private financial gain".*

6.2 **<u>Adoption of the Parking and Traffic Bylaw 2026</u>** – Gina Maxwell (Business and Projects Advisor), on behalf of the Parking and Traffic Bylaw 2026 Hearing Panel

RECOMMENDATION *61 – 172*

THAT the Council:

(a) **Receives Report** No. 260505109021.

(b) **Receives the** minutes of the Parking and Traffic Bylaw 2026 Hearing Panel Deliberations meeting held on 16 April 2026 (TRIM:260416097883).

(c) **Adopts** the Parking and Traffic Bylaw 2026 to come into effect on 10th August 2026 (TRIM: 250220027899).

(d) **Endorses** the Consistency Accountability Statement (TRIM:260629152555).

(e) **Notes** that the Hearing Panel amendments, subsequent clarification amendments, and minor drafting refinements are within the scope of the Special Consultative Procedure and that no further consultation is required.

(f) **Notes** that the Parking and Traffic Bylaw 2026 will be reviewed by no later than 2031 in accordance with section 155 of the Local Government Act 2002, or earlier if required.

(g) **Notes** that following Council's discussion on 7 July 2026, staff re-engaged with the Hearing Panel and incorporated minor clarification amendments and explanatory notes relating to verge parking, motorhomes and bylaw implementation, which do not alter the purpose, intent, scope or substantive effect of the bylaw and do not require further consultation.

7. REPORTS

7.1 **Murphy Park – Request for Reallocation of Budget** – Isibeal Clark (Project Manager)

RECOMMENDATION *173 – 201*

THAT the Council:

(a) **Receives** Report No. 260720175680.

(b) **Approves** Option One to approve reallocation of up to $309,000 from the Rangiora Airfield Water and Wastewater project in recreation cost centre 545 to enable the full delivery of Stage 2 of the Murphy Park redevelopment, including all Provisional Items, this amount does include a 15% contingency and any items which are currently impacted by fuel increases have been increased by 30%.

OR

(c) **Approves** Option Two to approve the reallocation of up to $149,000 from the Rangiora Airfield Water and Wastewater project in recreation cost centre 545 to enable the delivery of Stage 2 of the Murphy Park redevelopment but excluding Provisional Items as noted within this report. This amount does include a 15% contingency and any items which are currently impacted by fuel increases have been increased by 30%.

OR

(d) **Approves** Option Three to decline the recommendations of this report and direct staff to complete as many of the remaining works as possible within the existing approved budget. This would result in inability to complete the bulk of the civil, drainage and hardstand work, which are interdependent and must be completed together to ensure the site is functional, safe, and fit for purpose. The only works which would be achievable are the water supply upgrade, minor landscaping and security fencing and road signage.

(e) **Notes** the significant savings achieved in the Rangiora Airfield Water and Wastewater Upgrade Project, which sits within recreation cost centre 545. Any further budget increase to the Murphy Park Redevelopment Project would not result in a net increase in forecast borrowing or rates.

(f) **Notes** the progress that has been made over the last year through staff working with the key community user groups, refining the concept plan, resource consents and pontoon installation.

(g) **Circulates** this report to the Community and Recreation Committee for their information.

7.2 **Waimakariri Natural Environment Strategy 2026: Year 2 Update** – Bex Dollery (Biodiversity Team Leader)

RECOMMENDATION *202 – 233*

THAT the Council

(a) **Receives** Report No. 260709164962.

(b) **Approves** the projected 2026-2027 work programme in the Waimakariri Natural Environment Strategy Implementation Plan.

(c) **Notes** the progress of the 84 actions to date with a total of 83 actions to continue with ongoing work in 2026-2027.

(d) **Notes** that the report will be circulated with each Waimakariri District Council Community Board.

(e) **Notes** that during the 2025-2026 financial year the total budget was $243,020 with an anticipated $183,806 spend, $51,730 committed to projects and c. $7,484 remaining.

(f) **Notes** that the 2026-2027 budget has $278,680 allocated through the Long Term Plan.

(g) **Notes** that the Waimakariri Natural Environment Strategy Implementation Plan is being reviewed ahead of the 2027 Long Term Plan which will be the subject of another report in September 2026.

7.3 **Approval of Draft North East Waimakariri Urban Plan: Shaping the future of Woodend, Pegasus and Ravenswood as one connected community for public consultation** – Heike Downie (Strategy and Centres Team Leader) on behalf of the Woodend Pegasus Area Strategy Review Project Control Group

RECOMMENDATION *234 – 284*

THAT the Council:

(a) **Receives** Report No. 260706160920.

(b) **Approves** the *Draft North East Waimakariri Urban Plan: Shaping the future of Woodend, Pegasus and Ravenswood as one connected community* (Attachment i) for public consultation.

(c) **Approves** the *Summary Draft North East Waimakariri Urban Plan: Shaping the future of Woodend, Pegasus and Ravenswood as one connected community* (Attachment ii) for public consultation.

(d) **Notes** that this report follows several project workshops held with Council, the District Planning and Regulation Committee, and the Woodend Sefton Community Board over recent months, and that feedback gained through these workshops has been taken into account during document drafting.

(e) **Notes** that considerable early engagement with key stakeholders, partners and the wider community has been undertaken in the development of the *Draft North East Waimakariri Urban Plan: Shaping the future of Woodend, Pegasus and Ravenswood as one connected community* (Attachment i), as outlined in this report, and that the directions signalled in Attachment i are consistent with insights gained through this process.

(f) **Notes** that the *Draft North East Waimakariri Urban Plan: Shaping the future of Woodend, Pegasus and Ravenswood as one connected community* and *Summary* (Attachments i and ii) have been endorsed by the Woodend Pegasus Area Strategy Review Project Control Group (PCG) on whose behalf this report is written.

(g) **Notes** that a final *Draft North East Waimakariri Urban Plan: Shaping the future of Woodend, Pegasus and Ravenswood as one connected community*, based on the comments received during consultation as well as further elected member engagement planned to be undertaken on final directions in October 2026 will be presented to the Council for adoption in late 2026 / early 2027.

(h) **Acknowledges** the contribution made by the Woodend Sefton Community Board to the project to date including Community Board representation on the External Stakeholder Advisory Group.

(i) **Circulates** this report to the Community Boards for their information and invites them to make a submission during the public consultation process.

(j) **Nominates** the Chief Executive to approve any minor edits to the *Draft North East Waimakariri Urban Plan: Shaping the future of Woodend, Pegasus and Ravenswood as one connected community* and *Summary* (Attachments i and ii) (final print ready version) as required prior to public consultation.

7.4 **Review of Gambling (Class 4) Venue Policy and Totalisator Agency Board Policy – Draft Policies for Formal Public Consultation** – Nadeesha Thenuwara (Policy Analyst)

RECOMMENDATION *285 – 390*

THAT the Council:

(a) **Receives** Report No. 260708164075 and attachments.

(b) **Approves** the Statement of Proposal, Draft Class 4 Gambling Policy 2026, Draft TAB Venue Policy 2026, and Social Impact Assessment Report for formal public consultation.

(c) **Notes** that staff conducted a workshop with the District Planning and Regulation Committee in February 2026 to discuss the review results.

(d) **Appoints** Councillors ....., ..., and ..... to hear submissions on the proposal in September 2026 and recommend decisions to the Council.

(e) **Nominates** the Chief Executive to approve any minor edits to the statement of proposal, draft gambling policies 2026, and social impact assessment report, as required, prior to formal public consultation.

(f) **Notes** that the final Class 4 Gambling Policy 2026 and TAB Venue Policy 2026, informed by submissions and feedback received during consultation, will be presented to the Council for adoption in October 2026.

(g) **Circulates** this report and its attachments to the Community Boards for their information.

7.5 **Request for Plan Stop Exemption – 15 Townsend Road, Rangiora** – Matthew Bacon (Development Planning Manager) and Jessica Manhire (Senior Policy Planner)

RECOMMENDATION *391 – 403*

THAT the Council:

(a) **Receives** Report No. 260722178035.

(b) **Declines** to prepare and lodge a 'plan stop' exemption with the Minister of Resource Management Reform seeking rezoning of the land at 15 Townsend Road, Rangiora (Sec 1 SO 580791).

(c) **Notes** that such a 'plan stop' exemption would be required to meet one or more of the exemption criteria set out in the Resource Management Act 1991 and provide sufficient detail to enable the Minister to assess whether and how the application meets the criteria set out in that Act.

(d) **Notes** that there is considered insufficient information to determine that a 'plan stop' exemption would meet the criteria set out in section 80W of the Resource Management Act 1991, and that a plan change process is an appropriate response to address the issues raised in the deputation of Mike and Julie Kerr.

(e) **Notes** that Council is not in a position to consider its approach to processing a private plan change application until such time as an application has been made and has progressed to an appropriate point within the Schedule 1 Resource Management Act 1991 process.

7.6 **Local Government New Zealand (LGNZ) Annual Conference Attendance October 2026** – Sarah Nichols (Governance Manager)

RECOMMENDATION *404 – 413*

THAT the Council:

(a) **Receives** Report No. TRIM number 260619146541.

(b) **Approves** Councillor …….…… attending the annual Local Government New Zealand National Conference on 14 and 15 October 2026 in Rotorua, accompanying Mayor Gordon.

(c) **Notes** that a verbal report from the Mayor and councillor attending will be provided at a future workshop to discuss information and opportunities learnt from the attendance.

(d) **Notes** the cost of the councillor attendance is approximately $3,411.25 with the current governance budget of $33,440 available (2270 W1350 and 2240 W1350).

8. HEALTH, SAFETY AND WELLBEING

8.1 **Health, Safety and Wellbeing Report June 18 2026 to July 20 2026** – Jeff Millward (Chief Executive)

RECOMMENDATION *414 – 424*

THAT the Council:

(a) **Receives** Report No. 260720175669.

(b) **Notes** that there were no Worksafe notifiable incidents this month. The organisation is, so far as is reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) as required by the Health and Safety at work Act 2015

(c) **Circulates** this report to the Community Boards for their information.

9. COMMITTEE MINUTES FOR INFORMATION

9.1 Minutes of the Utilities and Roading Committee meeting 9 June 2026

9.2 Minutes of the District Planning and Regulation Committee meeting 9 June 2026

RECOMMENDATION *425 – 437*

THAT the Council

(a) **Receives** Items 9.1 and 9.2 for information.

10. COMMUNITY BOARD MINUTES FOR INFORMATION

10.1 Minutes of the Oxford-Ohoka Community Board meeting 3 June 2026

10.2 Minutes of the Woodend-Sefton Community Board meeting 8 June 2026

10.3 Minutes of the Rangiora-Ashley Community Board meeting 10 June 2026

10.4 Minutes of the Kaiapoi-Tuahiwi Community Board meeting 15 June 2026

RECOMMENDATION *438 – 484*

THAT the Council:

(a) **Receives** Items 10.1 to 10.4 for information.

11. COUNCIL PORTFOLIO UPDATES

11.1 **Iwi Relationships** – Mayor Dan Gordon

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

11.3 **Government Reforms** – Mayor Dan Gordon

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

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

12. QUESTIONS

(under Standing Orders)

13. URGENT GENERAL BUSINESS

(under Standing Orders)

14. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

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

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

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

14.1 Briefing - District Plan Appeals – Confirmation of Councils Position on Mediation for Certain Appeals

14.2 Confirmation of Public Excluded Minutes of Council Meeting 7 July 2026

14.3 District Plan Appeals – confirmation of Councils position on mediation for certain appeals.

14.4 Contract CON202632 After-hours Security, Animal and Noise Control Services - Tender Evaluation and Contract Award Report

14.5 Mainpower Stadium Asset Ownership

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No	Subject	Reason for excluding the public	Grounds for excluding the public.
BRIEFING			
14.1	District Plan Appeals – Confirmation of Councils Position on Mediation for Certain Appeals	Good reason to withhold exists under Section 7	To maintain legal professional privilege and to enable any local authority holding the information to carry out, without prejudice or disadvantage, negotiations (including commercial negotiations). **LGOIMA Section 7 (g) and (h).**

MINUTES			
14.2	Confirmation of Public Excluded Minutes of Council Meeting 7 July 2026	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial), and maintain legal professional privilege. **LGOIMA Section 7 (2)(a), (g) and (i).**
REPORTS			
14.3	District Plan Appeals – confirmation of Councils position on mediation for certain appeals.	Good reason to withhold exists under Section 7	To maintain legal professional privilege and to enable any local authority holding the information to carry out, without prejudice or disadvantage, negotiations (including commercial negotiations). **LGOIMA Section 7 (g) and (h).**
14.4	Contract CON202632 After-hours Security, Animal and Noise Control Services - Tender Evaluation and Contract Award Report	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations **and maintain legal professional privilege.** **LGOIMA Section 7 (2)(a), (g) and (i).**
14.5	Mainpower Stadium Asset Ownership	Good reason to withhold exists under Section 7	To enable the Council to carry out, without prejudice or disadvantage, commercial activities and enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). **LGOIMA Section 7(2)(h) and (i).**

CLOSED MEETING

Refer to Public Excluded Agenda (separate document).

OPEN MEETING

NEXT MEETING

An extraordinary meeting of the Council is scheduled for **Wednesday 5 August 2026**, commencing at 4:30pm and will be held in the Council Chamber, 215 High Street, Rangiora. The topic of consideration is the Head Start Pathway Proposal.

The next ordinary meeting of the Council is scheduled for **Tuesday, 1 September 2026**, commencing at 9am and will be held in the Council Chamber, 215 High Street, Rangiora.

MINUTES OF THE MEETING OF THE WAIMEA-MAKAURI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON TUESDAY, 7 JULY 2026, COMMENCING AT 9AM.

PRESENT

Mayor D Gordon, Deputy Mayor P Redmond, Councillors T Bartle, B Cairns, W Doody (Audio-Visual Link), T Fulton, J Goldsworthy, B McLaren, N Mealings, S Powell, and J Ward.

IN ATTENDANCE

J Millward (Chief Executive), K LaValley (General Manager Planning Regulation and Environment), G MacLeod (Greenspace Manager), D Roxborough (Strategic and Special Projects Manager), S Docherty (Strategy and Business Manager), W Harris (Planning Manager), S Nichols (Governance Manager), M Bacon (Development Planning Manager), K Howat (Parks and Facilities Team Leader), G Maxwell (Business and Projects Advisor), N Thenuwara (Policy Analyst), E Belton (Youth Development Facilitator), L Mealings (Policy Analyst) and C Fowler-Jenkins (Governance Support Officer).

There were six members of the public present.

1. APOLOGIES

There were no apologies.

2. CONFLICTS OF INTEREST

There were no conflicts declared.

3. ACKNOWLEDGEMENTS

Mayor Gordon acknowledged the passing of Kelvin Coe, who served as the Mayor of the Selwyn District from 2007 to 2016. K Coe was involved in community groups and local politics before becoming Mayor, where he guided the district through significant challenges, including the aftermath of the 2010 and 2011 earthquakes.

The Council stood and observed a moment's silence.

4. CONFIRMATION OF MINUTES

4.1 Minutes of a meeting of the Waimakariri District Council held on Tuesday, 2 June 2026

Moved: Deputy Mayor Redmond Seconded: Councillor Mealings

THAT the Council:

(a) **Confirms,** as a true and correct record, the circulated Minutes of the Waimakariri District Council meeting held on Tuesday, 2 June 2026.

CARRIED

4.2 Minutes of a meeting of the Waimakariri District Council held on Tuesday, 16 June 2026

Moved: Councillor Cairns Seconded: Councillor Goldsworthy

THAT the Council:

(a) **Confirms,** as a true and correct record, the circulated Minutes of the Waimakariri District Council meeting held on Tuesday, 16 June 2026.

CARRIED

Unconfirmed

4.3 **Matters Arising from Minutes**

There were no matters arising.

5. DEPUTATIONS AND PRESENTATIONS

5.1 **Plan Stop Exemption Application** – M H Kerr, K McCraken and A Schulte.

M Kerr spoke to the ongoing planning constraints affecting 15 Townsend Road, Rangiora. He advised that, despite more than five years of engagement with the Council, adherence to Council guidance, obtaining professional advice, and pursuing available rezoning processes in good faith, no clear or workable pathway had been identified to resolve the matter.

M Kerr noted that the character of the surrounding area had changed significantly over the past two decades, with Townsend and Fernside Roads having evolved into major urban transport routes and substantial residential and commercial growth having occurred nearby. He advised that the Council had previously acquired a section of the property for the construction of the Townsend/Fernside Road roundabout and that approximately 75% of the site was now affected by traffic noise. Concerns were raised that increasing traffic volumes and urban development had rendered the property unsuitable for rural residential and livestock activities and had adversely affected its value and functionality.

M Kerr further advised that rezoning the property would better align it with surrounding land uses, support the future supply of commercial land, and enable a logical and efficient use of the land. He requested that the Council prepare a report to the Ministry for Cities, Environment, Regions and Transport (MCERT) seeking a plan-stop exemption to enable consideration of rezoning the site. It was emphasised that this was not a request for a rezoning decision at this stage, but rather a request to establish a formal and transparent process through which the merits of the proposal could be properly assessed.

Counsel for the Kerr family, A Schulte, acknowledged that obtaining a plan-stop exemption from the Ministry to enable rezoning would be challenging, given the legislative requirements and threshold tests that would need to be satisfied. However, he submitted that an exemption could be justified on the grounds that the rezoning would address what was considered a planning error, better align with the requirements of the Resource Management Act and the National Policy Statement on Urban Development relating to infrastructure and commercial land supply, and support broader strategic objectives for the area.

A Schulte further advised that, if an exemption request were unsuccessful, a private plan change remained a viable alternative. It was noted that previous advice provided to the Kerr family had incorrectly suggested that the Council would be required to reject a private plan change application because the District Plan had been operative for less than two years. In fact, the Council retained the discretion to accept and publicly notify such an application where appropriate. The Kerr family indicated that they would consider pursuing a private plan change and, if necessary, challenge any contrary interpretation.

A Schulte also outlined alternative options should rezoning not be achieved. These included seeking resource consent for a commercial activity on the site, pursuing relief under Section 85 of the Resource Management Act, 1991 or seeking any future compensation available under proposed planning legislation, on the basis that planning decisions had significantly constrained the reasonable use of the property. It was noted, however, that neither of these options was preferred and that the Kerr family's primary objective remained securing rezoning through an appropriate planning process.

Mayor Gordon asked whether M Kerr had made a submission on the Council's District Plan. M Kerr confirmed that he had and advised that, while the hearing panel had declined the requested rezoning, it had acknowledged merit in the proposal. He further noted that he had received poor advice from his planning consultant during the process.

Unconfirmed

Councillor McLaren enquired whether neighbouring property owners shared M Kerr's views. M. Kerr advised that he had not discussed the matter directly with them but understood that they had concerns regarding the volume of traffic using Townsend Road.

Mayor Gordon requested that staff prepare a report on the matter.

5.2 **Local Government Merger Impacts** – Drucilla Kingi-Patterson.

D Kingi-Patterson expressed concern that the Government's approach to local government reform was, in her view, bordering on being unacceptable due to limited consultation and unrealistic timeframes for developing a workable model. She believed that greater consideration should be given to the duty of care owed to affected parties, including the retention of skilled workers and institutional knowledge.

D Kingi-Patterson also highlighted concerns about the potential stress and uncertainty that the proposed merger of the Council and Regional Council could place on elderly and unwell residents, as well as on employees of both organisations. It was further stated that the effects of the merger could extend beyond local communities and affect a range of public services, including healthcare, aged care facilities, and transport management.

6. ADJOURNED BUSINESS

Nil.

7. REPORTS

7.1 **Pegasus Residents Association Memorandum of Understanding, Pegasus Community Centre and Confirmation of Fees and Charges** – K Howat (Parks and Facilities Team Leader)

K Howat spoke to the report, noting that ratification was being sought of a draft Memorandum of Understanding (MOU) between Council and Pegasus Residents Association to support the ongoing operation of the new Pegasus Community Centre scheduled to open by November 2026, and approval of the proposed fees and charges for the new facility.

Councillor McLaren questioned the reason the Council could not adopt a rounded hourly venue hire rate. K Howat advised that the proposed charges had been modelled on the Woodend Community Centre fee structure and were consistent with the fees and charges adopted by the Council through the 2026/27 Annual Plan process.

Councillor Ward queried the anticipated operational budget for the facility. G MacLeod advised that staff were currently undertaking this work and that the operational budget would be reported to the Pegasus Community Centre Project Steering Group before being presented to the Council as part of the 2027-37 Long Term Plan process.

Councillor Powell asked whether a tiered charging structure could be adopted to differentiate between personal events, such as weddings, and other commercial activities. K Howat advised that the proposed wedding hire fee of $625 had been based on the charge currently applied at West Eyreton Hall, which was the only other Council facility in the Waimakariri District regularly used for weddings.

Responding to a question from Councillor Cairns, K Howat explained that the wedding hire fee for West Eyreton Hall consisted of $625 per day, together with a $500 bond. He noted that a bond requirement would also apply to bookings at the Pegasus Community Centre.

Unconfirmed

Councillor Mealings observed that the community book exchange to be maintained by the Pegasus Residents Group would be smaller than the current community book exchange space. She queried the reason for the reduction in the community book exchange area. K Howat advised that, in designing the new community facility, greater emphasis was placed on maximising flexible, usable community space within the rooms. While provision had, therefore, been made to continue the community book exchange, the available space would be smaller than in the current facility.

Councillor Fulton questioned the appropriateness of applying comparable charges to the Pegasus Community Centre and West Eyreton Hall, noting that the Pegasus Community Centre would be a new, publicly owned and serviced facility, whereas West Eyreton Hall was an older facility maintained by a volunteer committee. He asked whether the fee structure should reflect those differences. G MacLeod advised that staff could consider this matter further and include an assessment of the comparative charging approach in a future report.

Councillor Fulton also asked whether any assessment had been undertaken regarding the potential effects of having two wedding venues operating within Council-owned facilities in the district, following the opening of the Pegasus Community Centre. G MacLeod advised that staff had not undertaken such an assessment. However, usage and booking data would be monitored and reviewed once the Pegasus Community Centre became operational.

Moved: Mayor Gordon Seconded: Councillor Cairns

THAT the Council:

(a) **Lays** the report on the table for further review by staff**.**

CARRIED

Item 7.5 "Bylaw Programme Update July 2026" was taken at this time. The agenda order was retained in the Minutes to mitigate confusion.

7.2 **Adoption of the Parking and Traffic Bylaw 2026** – G Maxwell (Business and Projects Advisor), on behalf of the Parking and Traffic Bylaw 2026 Hearing Panel

G Maxwell spoke to the report, noting that the Council was being requested to adopt the Waimakariri District Council Parking and Traffic Bylaw 2026 (the Bylaw) following the completion of the Special Consultative Procedure and the Hearing Panel's consideration of submissions.

Councillor Fulton asked at what point a public space became classified as a road and when parking issues, such as overnight camping and overstaying in areas like the Pearson Park Oval, became matters for enforcement. G Maxwell advised that this depended on the classification of the land. Regarding the Bylaw, she noted that staff would need to investigate the specific issues being experienced. She further advised that staff could report back to the Council and seek consideration of measures such as parking restrictions or time limits where appropriate.

Councillor Powell noted that road verges were categorised as either urban or rural and enquired whether there were any other classifications. S Binder noted that the definition in the Bylaw distinguished only between urban and rural verges, which collectively covered all areas within the Waimakariri District.

Councillor Powell questioned if it was necessary to include in the Bylaw that *'a person must not stop on verges if it causes any damage to the verge, Council infrastructure, or poses a safety hazard'*. As this was already covered by other clauses in the Bylaw. S Binder noted that the clause was inherited from the existing Bylaw, which adopted a broader approach to fundamental concerns that may apply in any location.

Unconfirmed

In addition, Councillor Powell queried whether *'in any part of the road that is separated from the roadway by a kerb and designed primarily for pedestrian use or landscaping'* also referred to footpaths. S Binder confirmed that footpaths were covered in the road user rule.

In response to a further question from Councillor Powell, G Maxwell acknowledged that the Bylaw did not override any national legislation.

Councillor Cairns sought clarification regarding the offence provisions relating to parking on berms and the role of damage in determining an offence. L Lee explained that, within an urban area, the offence was committed when a vehicle was parked on a grass berm. Damage to the berm was not a separate offence in itself but was relevant to the severity and extent of the breach. He noted that a person who parked on an urban berm was already committing an offence, and where continued parking resulted in increasing damage, further investigation and enforcement action may be warranted.

Councillor Cairns then asked whether the Bylaw applied to privately owned land. L Lee responded that the Bylaw was not enforceable on privately owned land and applied only to areas within the Council's jurisdiction.

Moved: Councillor Cairns Seconded: Councillor Bartle

THAT the Council:

(a) **Lays** the report on the table till further consideration by the Hearing Panel about parking on verges and motorhomes.

CARRIED

The meeting adjourned for refreshments from 10:32am to 10:49am.

Item 10.1 "Petition from Fernside School – Protecting our Braided Rivers" was taken at this time. The agenda order was retained in the Minutes to mitigate confusion.

7.3 **2025 Customer Satisfaction Survey Results** – N Thenuwara (Policy Analyst)

N Thenuwara took the report as read.

Deputy Mayor Redmond asked whether there was any way to differentiate between food safety and alcohol. N Thenuwara stated the information was presented as a combined result due to the low number of responses received.

Moved: Councillor McLaren Seconded: Councillor Bartle

THAT the Council:

(a) **Receives** Report No. 260610134675.

(b) **Notes** the key findings of the 2025 Customer Satisfaction Survey, including that overall resident satisfaction remains high, with variation across service areas.

(c) **Notes** that changes to survey methodology limit comparability with previous survey results, and that the 2025 results should be treated as a new baseline for future performance monitoring.

(d) **Notes** that benchmarking indicated the Council performed well alongside other high-performing councils, while also highlighting areas for potential improvement.

(e) **Notes** that the survey results, including identified service and awareness gaps, will inform Activity Management Plans and the 2027–2037 Long Term Plan.

Unconfirmed

(f) **Notes** that the 2025 Customer Satisfaction Survey Report and the Council's Annual Benchmarking Report prepared by Key Research Limited will be made available on the Council website.

(g) **Circulates** this report to Community Boards for their information.

CARRIED

Councillor McLaren noted his interest in the survey results and the way the research had been conducted. While acknowledging the positive results, he suggested that greater value might be gained by focusing on areas where respondents had expressed lower levels of satisfaction. Councillor McLaren appreciated that individual business units were reviewing their own results and considered there to be an opportunity to identify common themes across the organisation. He further suggested that positive practices and success factors identified within one business unit could potentially be applied more broadly across the Council.

Mayor Gordon expressed satisfaction with the results, noting that they indicated a high level of community satisfaction within the Waimakariri District. He acknowledged that there would always be opportunities for improvement but considered the findings to reflect a highly engaged community. Referring to responses on future governance options, Mayor Gordon observed that support for a standalone council, as well as favourable views of North Canterbury, appeared to reflect a desire within the community to maintain the benefits of local service delivery. Mayor Gordon noted that residents valued their interaction with Council staff and that he regularly heard positive feedback regarding the quality of those interactions.

Deputy Mayor Redmond commented that the benchmarking results showed that overall satisfaction with the Council was comparable to that of the highest-performing councils included in the survey. He noted that direct comparison with previous surveys was not possible due to changes in methodology. Overall, Deputy Mayor Redmond considered the results excellent, while recognising that there were still areas where the Council could seek further improvements.

7.4 **Draft Community Outcomes for Public Consultation** – S Docherty (Strategy and Business Manager)

S Docherty spoke to the report, noting it followed on from a Council workshop where the Council reviewed the existing community outcomes in the current Long Term Plan. This work would inform the development of the Long Term Plan 2027/2037.

There were no questions from elected members.

Moved: Councillor McLaren Seconded: Councillor Bartle

THAT the Council:

(a) **Receives** Report No. 260504108117.

(b) **Approves** the Draft Community Outcomes for public consultation (Trim 260504108080).

(c) **Appoints** Councillors Joan Ward (Long-term Plan Portfolio Holder), Councillor Jason Goldsworthy, Councillor Tim Bartle, Councillor Brent Cairns and Councillor Shona Powell to the Hearing Panel to hear any submissions to the Draft Community Outcomes and provide recommendations to Council on any further amendments to the community outcomes.

(d) **Notes** that the Draft Community Outcomes will inform the development of the Long Term Plan 2027–2037 strategic framework, strategic priorities, activity management planning, and performance reporting framework.

Unconfirmed

(e) **Notes** that staff will seek to work with Te Ngāi Tūāhuriri representatives to get their feedback on the Draft Community Outcomes.

(f) **Circulates** this report to the Community Boards for their information.

CARRIED

7.5 **Bylaw Programme Update July 2026** – S Docherty (Strategy and Business Manager)

S Docherty took the report as read and highlighted new legislative requirements under the Regulatory Standards Act 2025. She advised that the Act required councils to prepare consistency and accountability statements to accompany bylaws.

Councillor Cairns questioned whether staff had considered consulting with the New Zealand Motor Caravan Association as part of the feasibility assessment for the Freedom Camping Bylaw. S Docherty commented that staff had not yet engaged with the New Zealand Motor Caravan Association but would do so before reporting on the draft bylaw to the Council.

Moved: Councillor McLaren Seconded: Mayor Gordon

THAT the Council:

(a) **Receives** Report No. 260624149849.

(b) **Notes** the Regulatory Standards Act 2025 introduces legislative change that requires the Chief Executive to provide a Consistency Accountability Statement (CAS) for bylaws adopted by the Council from 1 July 2026 onwards.

(c) **Notes** work on the Bylaw Programme currently includes the following Bylaws:

i. New Traffic and Parking Bylaw – report to Council 7 July 2026
ii. Review of Property Maintenance Bylaw – report to Council 7 July 2026
iii. Updated Stock Movement Bylaw – Hearing 18 November 2026
iv. New Commercial Wastewater Bylaw – expected late 2026
v. New Residential Wastewater Bylaw – expected late 2026
vi. New Public Spaces Bylaw – expected early 2027.

(d) **Notes** feasibility studies are underway for possible bylaws related to the keeping of animals and freedom camping.

(e) **Notes** that bylaws are subject to statutory review requirements and may also be reviewed earlier where the Council identifies a need to ensure they remain effective, fit for purpose, and aligned with legislative requirements.

(f) **Circulates** this report to Community Boards for information.

CARRIED

Councillor McLaren supported the motion, thanked staff for bringing the report to the Council, and commented that it was helpful to have visibility into the current status and progress of the Council's bylaws.

Mayor Gordon also expressed support for the work being undertaken. He noted that the quality of advice being provided to the Council on bylaw matters, including considerations of enforceability and appropriateness, had improved significantly. Mayor Gordon emphasised the importance of the Council receiving robust and reliable advice to support effective decision-making.

Unconfirmed

Item 7.2 "Adoption of the Parking and Traffic Bylaw 2026" was taken at this time. The agenda order was retained in the Minutes to mitigate confusion.

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

S Nichols spoke to the report, noting that the proposed amendments were required to align with the Remuneration Authority's Determination effective from 1 July 2026 and to incorporate associated changes. She advised that the only substantive amendment related to a minor adjustment to the mileage reimbursement provisions, which was reflected in the policy. A further minor change concerned the security provisions, with the previous restriction limiting eligibility for members residing outside the Waimakariri District removed. S Nichols confirmed that the amendments did not include any changes to elected member remuneration.

There were no questions from elected members.

Moved: Councillor Goldsworthy Seconded: Councillor Cairns

THAT the Council:

(a) **Receives** Report No. 260624149692.

(b) **Approves** the Elected Member Expenses Policy to 30 June 2027 (Trim 210811131910).

(c) **Notes** that a copy of the updated adopted Policy is sent to the Remuneration Authority.

(d) **Circulates** a copy of this report and the approved Expenses Policy to all Community Boards for their reference.

(e) **Notes** the Remuneration Authority made no amendments to the elected member remuneration for the 2026/27 financial year.

CARRIED

8. HEALTH, SAFETY AND WELLBEING

8.1 **Health, Safety and Wellbeing Report 19 May 2026 to 17 June 2026** – J Millward (Chief Executive)

J Millward took the report as read, and there were no questions from elected members.

Moved: Councillor McLaren Seconded: Councillor Fulton

THAT the Council:

(a) **Receives** Report No. 260617144640.

(b) **Notes** that there were no WorkSafe notifiable incidents this month. The organisation is, so far as is reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) as required by the Health and Safety at Work Act 2015.

(c) **Circulates** this report to the Community Boards for their information.

CARRIED

Unconfirmed

9. MATTER REFERRED FROM THE COMMUNITY AND RECREATION COMMITTEE

9.1 **Adoption of the Waimakariri Youth Action Plan 2026-2029** – E Belton (Youth Development Facilitator) and L Mealings (Policy Analyst)

L Mealings took the report as read, and there were no questions from elected members.

Moved: Councillor Cairns Seconded: Deputy Mayor Redmond

THAT the Council:

(a) **Adopts** the Waimakariri Youth Action Plan 2026-2029 (Trim 260528126247).

(b) **Nominates** the General Manager of Community and Recreation to approve any minor edits to the Plan over the 2026 to 2029 period, should any circumstances change, in acknowledgement of the need for flexibility in the delivery of youth development.

(c) **Notes** that no further funding is being sought in relation to the Youth Action Plan project at this time, and that the Community Team will continue to actively seek external funding to support the implementation of community-related strategies.

(d) **Notes** that the Waimakariri Youth Action Plan 2026-2029 (Trim 260528126247) is the direct result of a thorough early engagement process, co-designed with the Youth Action Plan Advisory Group. This engagement directly captured the voices of over 1,100 local 12- to 24-year-olds.

(e) **Notes** that the Waimakariri Youth Action Plan 2026-2029 (Trim 260528126247) has received endorsement from the Youth Action Plan Advisory Group, as well as Sport Canterbury.

(f) **Circulates** this report and attachments to Community Boards for their information.

CARRIED

Councillor Cairns commented that the project represented an excellent example of collaboration, with a large number of people contributing to its success. He acknowledged the collective effort involved and described the work undertaken as extraordinary.

Deputy Mayor Redmond described the initiative as a significant achievement, particularly in its success in capturing the views and perspectives of young people. He congratulated staff on the work undertaken and the quality of the engagement process.

Mayor Gordon expressed his support for the Waimakariri Youth Action Plan, noting that it had been considered by the Council on several occasions throughout its development. He acknowledged the Youth Council's contribution and thanked both its members and staff for their efforts in bringing the plan to completion.

Councillor Mealings commended the outstanding commitment of everyone involved, noting that participants had willingly given their time to share their views and experiences. She highlighted the significant amount of qualitative information that had been gathered and considered that the findings would place the Council in a strong position to undertake youth-focused planning in the years ahead. Councillor Mealings expressed her pleasure at seeing the plan adopted.

Unconfirmed

10. CORESPONDANCE

10.1 Petition from Fernside School – Protecting our Braided Rivers

Mayor Gordon observed that he had attended a presentation by students from Fernside School and had formally received a petition from them. He noted that the students had undertaken a project focused on the Ashley/Rakahuri River and were seeking action to support environmental outcomes. Mayor Gordon advised that the students wished for the petition to be presented to the Council for its consideration. He acknowledged the students' efforts and commended the high level of interest and engagement they had shown in the issue.

Councillor Ward asked whether the students were aware of the volunteer group working within the Ashley/Rakahuri River area to trap pests and feral cats. Mayor Gordon confirmed that they were aware of the Ashley River Care Group's activities.

Deputy Mayor Redmond noted that the students appeared to be seeking a seasonal bylaw and sought clarification regarding jurisdiction over the riverbed. Mayor Gordon understood that responsibility rested with Environment Canterbury but advised that a report would be prepared to clarify the matter.

Moved: Councillor McLaren Seconded: Councillor Ward

THAT the Council:

(a) **Receives** Item 10.1 for information.

(b) **Requests** a report from staff to come back with a consideration of the petition and what options there may be.

CARRIED

Councillor McLaren expressed his admiration for the quality of the research undertaken by the Fernside School students and the depth of thought reflected in their work.

Mayor Gordon acknowledged the students' passion and enthusiasm, describing them as the future custodians of the district. He noted that protecting braided rivers was an objective shared by the community and commented that the students' work had highlighted the range of predators affecting native species, noting that the issue extended beyond cats to include other predators such as owls.

Councillor Mealings was encouraged by the students' response and considered the petition to be a timely reminder of the importance of being good ancestors and protecting the environment for future generations. She noted that the students had conveyed this message effectively through their petition and expressed interest in seeing how they would continue to contribute to the community as they grew older and became more actively involved in civic affairs.

Councillor Fulton commended the students for their efforts and acknowledged their strong interest in and commitment to the natural environment.

Unconfirmed

11. COMMITTEE MINUTES FOR INFORMATION

11.1 Minutes of the Community and Recreation Committee meeting 21 April 2026
11.2 Minutes of the Utilities and Roading Committee meeting 12 May 2026
11.3 Minutes of the Audit and Risk Committee meeting 19 May 2026

Moved: Councillor Bartle Seconded: Councillor Goldsworthy

THAT the Council:

(a) **Receives** Items 11.1 to 11.3 for information.

CARRIED

12. COMMUNITY BOARD MINUTES FOR INFORMATION

12.1 Minutes of the Woodend-Sefton Community Board meeting 13 April 2026
12.2 Minutes of the Oxford-Ohoka Community Board meeting 6 May 2026
12.3 Minutes of the Woodend-Sefton Community Board meeting 11 May 2026
12.4 Minutes of the Rangiora-Ashley Community Board meeting 13 May 2026
12.5 Minutes of the Kaiapoi-Tuahiwi Community Board meeting 18 May 2026

Moved: Councillor Fulton Seconded: Councillor Mealings

THAT the Council:

(a) **Receives** Items 12.1 to 12.5 for information.

CARRIED

13. COUNCIL PORTFOLIO UPDATES

13.1 **Iwi Relationships** – Mayor Dan Gordon

Mayor Gordon thanked all the elected members who had made themselves available for the cultural training. It was noted that attendance was greatly appreciated, as it was important for strengthening understanding of iwi relationships.

Mayor Gordon reported that while Tanya Wati remained involved, she was no longer the Ngāi Tūāhuriri representative. Nicole Manawatu-Brennan had taken on the role of Ngāi Tūāhuriri representative. The implications of this change would become clearer over time. The strong relationship established with T Wati was acknowledged, and N Manawatu-Brennan was noted to be well known and respected. Mayor Gordon noted that the appointment was a democratic decision and that the Council would continue to focus on maintaining positive and productive relationships with iwi.

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

Mayor Gordon reported that activity had largely been paused until later in the year, pending greater clarity on the direction of local government reforms. Some workstreams continued on a scaled-back basis, with resources and capacity being redirected to other priority areas. This approach was noted as being consistent with previous discussions.

Councillor Mealings noted that James Caygill had been elected as Interim Chairperson; however, the frequency of meetings had generally been reduced by approximately half. She noted that only a small number of key workstreams were continuing, focusing on the most pressing matters that could be progressed collaboratively. Aside from these priority workstreams, organisations were largely progressing independently at present. It was acknowledged that substantial work remained to be undertaken within each organisation.

Unconfirmed

13.3 **Government Reforms** – Mayor Dan Gordon

Mayor Gordon provided a high-level update on the Government Reform Programme. He noted that a briefing on current updates and next steps was scheduled to take place shortly and further information from recent meetings would be shared when available. Mayor Gordon reported that additional updates had been received regarding the likely next steps for the Head Start Pathway programme. Recent discussions at various forums and other communications have resulted in a clearer understanding.

Regarding other reform programmes, Mayor Gordon noted that decisions on the Resource Management Act, 1991 reforms and the proposed replacement planning framework remain pending. He acknowledged that the timing was becoming increasingly constrained due to the proximity of the general election period, making it more difficult for the Government to progress significant legislative changes. It was suggested that any substantial announcements would likely need to be made prior to the general election.

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

Councillor Mealings highlighted the following:

- A Climate Champions meeting was held on 26 June 2026. The Climate Champions Group operated under the Canterbury Councils Forum and included representatives from each council within the region. During the meeting, members conducted a detailed review of Action 2 of the Canterbury Climate Change Partnership Plan, focusing on emissions-reduction initiatives. Councils were asked to identify which actions they supported maintaining and to highlight their priorities moving forward.
- The Council's 2024/25 Organisational Greenhouse Gas Inventory had been completed using a new baseline. Overall emissions had increased by 3.4%; however, this increase was lower than the rate of district growth over the same period. Significant reductions in solid waste emissions had been achieved compared with the 2017/18 inventory, indicating that waste minimisation initiatives were delivering positive outcomes.
- Resilience Explorer Programme. A development roadmap for the Resilience Explorer Programme had recently been completed. Urban Intelligence, the company responsible for developing the programme, had undertaken extensive data analysis to guide future enhancements. The tool supports spatial planning and could be used for a range of functions, including emergency response, asset management, and strategic planning.

  The 2026 Liquefaction Layer from the National Liquefaction Model, produced by the Natural Hazards Commission, had recently been added to the Resilience Explorer Programme. This updated information would replace the older 2009 and 2012 datasets and provide improved information for future risk assessments.
- Regarding the Council's Asset Risk Assessment Programme, a pilot assessment had previously been completed for solid waste assets. A similar assessment had now been completed for green space assets and was undergoing review. One notable finding was that 388 green space assets had been identified as being at high risk of fluvial flooding, providing valuable information to support future risk management and adaptation planning.
- The District Climate Risk Assessment was underway. Urban Intelligence had been engaged to develop a GIS-based Spatial Framework across the Waimakariri District to support the assessment. This work had been completed and would contribute to the next stages of the project.

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

Deputy Mayor Redmond did not provide an update at this time.

14. QUESTIONS

Nil.

Unconfirmed

15. URGENT GENERAL BUSINESS

Nil.

16. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

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

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

Moved: Councillor Mealings Seconded: Councillor Bartle

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

16.1 Confirmation of Public Excluded Minutes of Council Meeting 2 June 2026

16.2 Contract 25/48 Blackett Street Stormwater Upgrade Tender Evaluation and Contract Award Report

16.3 Approval to commence partial property acquisitions on Main North Road (Woodend) from NZTA

16.4 Ravenswood Stage 6 Development Contributions Reconsideration

16.5 Broad Road – Earthworks and Vegetation Clearance in a Significant Natural Area (SNA) – Breach of District Plan

16.6 Kaiapoi Bridge Balustrade Replacement Project Overspend

16.7 Waimakariri Public Arts Trust Trustee Appointments

The general subject of each matter to be considered while the public was excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution were as follows:

Item No	Subject	Reason for excluding the public	Grounds for excluding the public.
MINUTES			
16.1	Confirmation of Public Excluded Minutes of Council Meeting 2 June 2026	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the Council to carry on without prejudice or disadvantage, negotiations (including commercial and industrial). Also, to maintain legal professional privilege. **LGOIMA Section 7 (2)(a), (g) and (i).**
WATER SERVICES REPORT			
16.2	Contract 25/48 Blackett Street Stormwater Upgrade Tender Evaluation and Contract Award Report	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the Council to carry on without prejudice or disadvantage, negotiations (including commercial and industrial). Also, to maintain legal professional privilege. **LGOIMA Section 7 (2)(a), (g) and (i).**
REPORTS			
16.3	Approval to commence partial acquisitions of nos. property on Main North Road (Woodend) from NZTA	Good reason to withhold exists under Section 7	To enable the Council to carry out, without prejudice or disadvantage, commercial activities and enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). **LGOIMA Section 7(2)(h) and (g).**

Unconfirmed

16.4	Ravenswood Stage 6 Development Contributions Reconsideration	Good reason to withhold exists under Section 7	Making the information available would likely unreasonably prejudice the commercial position of the person to whom it relates. To enable the Council to carry out, without prejudice or disadvantage, commercial activities and enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). Also, to maintain legal professional privilege. **LGOIMA Section 7(2)(b)(ii); (h) and (i)**
16.5	Broad Road – Earthworks and Vegetation Clearance in a Significant Natural Area (SNA) – Breach of District Plan	Good reason to withhold exists under Section 7	To maintain legal professional privilege. **LGOIMA Section 7(g)**
16.6	Kaiapoi Bridge Balustrade Replacement Project Overspend	Good reason to withhold exists under Section 7	Making the information available would likely unreasonably prejudice the commercial position of the person to whom it relates. To enable the Council to carry out, without prejudice or disadvantage, commercial activities and enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). **LGOIMA Section 7(b)(ii) and (h)**

CARRIED

CLOSED MEETING

The public excluded portion of the meeting ran from 11.15am to 2.08pm

OPEN MEETING

16.2 **Contract 25/48 Blackett Street Stormwater Upgrade Tender Evaluation and Contract Award Report** – M Henwood (Project Engineer) and J Recker (Stormwater and Waterways Manager)

Moved: Councillor Ward Seconded: Councillor Fulton

THAT the Council:

(a) **Receives** Report No. 260608132125.

(b) **Authorises** Council staff to award Contract 25/48 Blackett Street Stormwater Upgrade to Ongrade Drainage and Excavation Limited for a sum of $1,488,085.09 (excluding contingency).

(c) **Notes** that this project is funded from the following budgets shown in the table below, and that there is sufficient budget available.

Unconfirmed

Budget Name	Total Budget	Construction Budget Available for this Contract	Recommended Tender Price (incl. 10% contingency)	Remaining Budget
Blackett Street Piping budget (PJ 100789.000.5123)	$1,968,350.00	$1,765,395.72	$1,581,708.75	$183,686.97
Rangiora Water Renewals 2026 / 2027 budget (PJ 100002.000.5104)	$837,600.00	$50,000.00	$47,313.41	$2,686.59
Minor Improvements (Walking and Cycling) (PJ 102719.000.5133)	$1,188,000.00	$10,000.00	$7,871.44	$2,128.56

(d) **Notes** that in accordance with the Conditions of Tendering, all tenderers will be advised of the name and prices of all tenders, and the number of tenders received. This information will be made available to the public if requested.

(e) **Approves** that the report, attachments, discussion and minutes remain public excluded for reasons of protecting the privacy of natural persons and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege as per LGOIMA Section 7 (2)(a), (g) and (i).

(f) **Approves** the recommendations becoming public; however the report, discussion, minutes and attachments remain public excluded.

CARRIED

17. NEXT MEETING

The next ordinary meeting of the Council was scheduled for Tuesday, 4 August 2026, commencing at 9am and would be held in the Council Chamber, 215 High Street, Rangiora.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 2.20PM.

CONFIRMED

_____
Chairperson
Mayor Dan Gordon

_____
Date

Unconfirmed

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	CPR-04-05-09 / 260615141419
REPORT TO:	COUNCIL
DATE OF MEETING:	4 August 2026
AUTHOR(S):	Ken Howat, Parks and Facilities Team Leader
SUBJECT:	Pegasus Residents Association Memorandum of Understanding, Pegasus Community Centre and Confirmation of Fees and Charges

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

General Manager | Chief Executive

1. SUMMARY

1.1. The report seeks ratification of a draft Memorandum of Understanding (MOU) between Council and Pegasus Residents Association to support the ongoing operation of the new Pegasus Community Centre (PCC) scheduled to open by October, and approval of the proposed fees and charges for the new facility.

1.2. This MOU replaces the existing arrangement that has been in place for the current Pegasus Community Centre, which has operated from a leased facility since 2019, and reflects the transition to a purpose-built Council owned community facility. This MOU establishes roles, expectations, and collaborative arrangements for the facility's operation.

1.3. The Pegasus Community Centre is nearing operational readiness, marking a significant milestone in the development of community infrastructure in Pegasus.

1.4. In parallel, Council approved the 2026/27 fees and charges in May 2026, and it is proposed these be applied to the new facility to support equitable and consistent use, aligned with Council's broader fees framework, with pricing informed by the Woodend Community Centre as a comparable facility given its similar size, configuration, and range of bookable spaces, ensuring a consistent approach across community venues.

1.5. Staff discussed the proposed fee structure with the Pegasus Community Centre Steering Group at its meeting on 13 July 2026. The Steering Group's consensus was that a full-day exclusive-use fee in the range of $1,500–$2,500 should be considered. This reflects the premium nature of exclusive access to the entire facility and acknowledges that such a booking would prevent other community users from accessing the venue during that period.

1.6. The Steering Group also considered whether a half-day rate should be introduced and agreed that no half-day rate was necessary. Instead, staff propose that the full-day rate apply to any booking exceeding six hours in duration, consistent with the approach currently used for the Rangiora Town Hall.

1.7. The Steering Group also considered whether the outdoor area should be available for exclusive hire. The consensus was that the area should generally remain accessible to the public. However, where a hirer has booked the facility on an exclusive full-day basis, they may discuss with staff the option of installing a temporary fence, at the hirer's cost, to define the event area. Any such arrangement would need to maintain public access along the lakeside trail. It was generally noted that people are mindful of special occasions and would show respect if a ceremony or event was taking place.

Attachments:

i. Draft Pegasus Residents Association Draft Memorandum of Understanding - 260618144759
ii. Annual Plan 2026 – 2027 Schedule of Fees and Charges - 260514116098

2. RECOMMENDATION

THAT the Council:

(a) **Receives** Report No. 260615141419

(b) **Approves** execution by Council of the attached Memorandum of Understanding between Council and the Pegasus Residents Association to support the Associations' role in facilitating community led activation and local engagement within the Pegasus Community Centre.

(c) **Notes** that the Fees and Charges schedule will be updated to include the Pegasus Community Centre fees and charges following formal adoption by Council and the current PCC fees and charges will become redundant.

(d) **Notes** that the proposed fees and charges are GST inclusive.

(e) **Notes** Council's standard terms and conditions of hire will apply to Pegasus Community Centre.

(f) **Approves** the adoption of the proposed fees and charges for the Pegasus Community Centre, as outlined in the table below, to enable fair, consistent, and sustainable use of the facility:

Room		COMMUNITY ($/hour) GST Inclusive	COMMERCIAL ($/hour) GST inclusive
Conference Room		$18.15	$36.20
Small Meeting Room		$13.80	$36.20
Small Function Room		$13.80	$36.20
Large Function Room		$18.15	$36.20
Combined Function Room		$36.20	$72.75
Whole Facility Private Functions	**Hourly***	$54.50	$109.20
	Full Day exclusive use **	$290.70	$2,000

**Hourly bookings are charged at the applicable hourly rate for up to six (6) hours. Bookings exceeding six (6) hours will be charged at the applicable full-day rate.*
***Note that there will be a schedule of prices added that would cover requests for additional cleans, this price would be subject to change according to rates charged by Council contractor. Present indication is that this would be $350 for a full facility clean.*

(g) **Notes** that the full day exclusive use would entitle the hirer to areas such as the reception or foyer area, the kitchen, toilets, car park and all rooms without any other users. The exclusive use rate acknowledges this premium.

(h) **Notes** that a commercial rate is considered to be "*Activities undertaken primarily for business purposes and the generation of profit, income, or financial return to owners, shareholders, or private interests".*

(i) **Notes** that a community rate is considered to be *"Activities undertaken primarily to deliver social, cultural, educational, recreational, environmental, or wellbeing benefits to the community, rather than private financial gain".*

3. BACKGROUND

3.1. The Pegasus Community Centre has been developed to meet the needs of a growing and evolving community. The facility is intended to provide a flexible, multiuse space supporting recreational, social, and community led activities.

3.2. The existing Pegasus Community Centre has operated from a leased facility for several years, providing an important hub for local groups and activities, but with limitations in size, functionality, and long-term certainty.

3.3. In June 2024, Council resolved to progress the acquisition of the Pegasus Community Centre site through a Sale and Purchase Agreement, supporting the development of a permanent, Council-owned community facility to meet current and future needs.

3.4. Following this decision, Council has progressed the design and development of a new purpose-built Pegasus Community Centre, which will significantly enhance the level of service available to the community. The facility is scheduled to open in November.

3.5. As part of the transition from the leased facility to the new Council-owned building, it is necessary to establish updated operational and partnership arrangements that reflect the increased scale, capability, and strategic importance of the new facility.

3.6. The proposed Memorandum of Understanding builds on the collaborative approach established under the existing arrangement and provides a refreshed framework to support community involvement in the activation and use of the new facility.

3.7. Council formally confirmed the 2026/27 Fees and Charges schedule at the May 2026 Council meeting. This provides the approved framework for setting and applying fees across Council activities and has been used to set the fees outlined in this report.

4. KEY ISSUES

4.1. The opening of the new Pegasus Community Centre represents a transition from a leased community space to a purpose-built, Council-owned asset. This change brings increased expectations in terms of service delivery, usage, and community outcomes, and requires clear operational and partnership arrangements to support a smooth transition and ongoing operations.

4.2. The proposed Memorandum of Understanding outlines a continuing role for the Pegasus Residents Association in supporting community-led activation, local coordination, and engagement. It is important that roles and responsibilities are clearly defined to ensure effective collaboration and alignment with Council's operational framework.

4.3. The fees and charges proposed below are informed by and consistent with the 2026/27 Fees and Charges schedule adopted by Council in May, with pricing benchmarked against the Woodend Community Centre as a comparable facility due to its similar size, configuration, and range of bookable spaces. Applying these approved fees ensures alignment with Council's established revenue approach and consistency across other Council community facilities.

4.4. Proposed Fees and Charges:

Room		COMMUNITY ($/hour)	COMMERCIAL ($/hour)
Conference Room		$18.15	$36.20
Small Meeting Room		$18.15	$36.20
Small Function Room		$13.80	$36.20
Large Function Room		$18.15	$36.20
Combined Function Room		$36.20	$72.75
Whole Facility Private Functions	**Hourly***	$54.50	$109.20
	Full Day exclusive use **	$290.70	$2,000

**Hourly bookings are charged at the applicable hourly rate for up to six (6) hours. Bookings exceeding six (6) hours will be charged at the applicable full-day rate.*

***Note that there will be a schedule of prices added that would cover requests for additional cleans, this price would be subject to change according to rates charged by Council contractor. Present indication is that this would be $350 for a full facility clean.*

5. OPTIONS

5.1. Option 1 - Approve the MOU and Fees and Charges

Council could approve the Memorandum of Understanding with Pegasus Residents Association and adopt the proposed fees and charges for the Pegasus Community Centre. This will ensure that both the MOU and fees framework are in place and ready to be implemented prior to the opening of the facility in November.

The Pegasus Project Steering Group enquired about the potential introduction of a bond as part of the booking process. Staff support the principle of requiring a bond for exclusive facility bookings, as this would provide additional protection against potential damage, non-compliance with booking conditions, or costs associated with reinstatement following an event. A similar arrangement is already in place at West Eyreton Hall, however this is managed by an external community group.

At this stage, staff are not recommending the immediate introduction of a bond due to limitations within Council's current online booking and financial systems. The administration of bonds requires processes for collection, tracking, holding and refunding payments, which are not currently well supported through existing systems and would create additional administrative costs and staff time requirements.

Should Council approve the proposed booking framework, staff will investigate options for implementing a bond system in the future and report back as part of ongoing facility management and booking system improvements. This work would include consideration of appropriate bond amounts, administration processes, and any system changes required to support efficient bond management.

Staff recommend this option.

5.2. Option 2 - Approve the Fees and Charges and Defer MOU for Amendment

Approving the fees and charges while deferring the MOU to allow for amendments would provide clarity on pricing and support the timely establishment of booking systems and user planning ahead of the November opening. However, postponing approval of the MOU may delay the formalisation of community partnership arrangements, creating some uncertainty around roles, responsibilities, and access conditions.

Option 3 – Adopt a Tiered Pricing Model for Premium Spaces

Council could approve a modified fees and charges structure that applies a higher hourly rate to the Large Function Room and Combined Function/Conference Room, recognising their enhanced specification, size, and integrated audio-visual capabilities.

While the proposed fees are based on the 2026/27 Fees and Charges schedule adopted by Council in May 2026, and ensure consistency across facilities, these particular spaces within the Pegasus Community Centre offer higher value functionality, including advanced audio-visual systems and suitability for larger or more complex events.

While this approach has merit, increasing the cost of these spaces may create a financial barrier for some community groups, particularly those seeking to access larger spaces for regular or low-cost activities. This may reduce accessibility and potentially impact the level of community use and activation of the facility. However, this could be deferred for one year at which time demand and usage patterns for the new facility will be better understood. This would align with Councils annual review of fees and charge, providing an opportunity to consider and adjust pricing if required.

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

6. STRATEGIC ALIGNMENT AND COMMUNITY VIEWS

Mana Whenua Engagement

6.1. The subject matter and/or recommendations contained within this report are not likely to be of interest to mana whenua as the report relates primarily to the operational arrangements, community partnership framework, and user charges for a local community facility. These matters are administrative and service-delivery focused and do not involve land use change, cultural sites, natural resources, or activities that would typically give rise to specific cultural, environmental, or heritage considerations for mana whenua.

Groups, Organisations and the Wider Community

6.2. There are groups, organisations, or members of the wider community likely to be affected by, or to have an interest in, the subject matter of this report. The proposed Memorandum of Understanding and fees and charges framework are expected to have a positive impact on community groups, organisations, and the wider Pegasus community. The MOU supports a collaborative approach to facility activation, enabling local groups to play an active role in programming and fostering community connection.

The introduction of a clear and consistent fees and charges structure will provide transparency and certainty for users, supporting fair and equitable access to the facility. Overall, the approach is intended to encourage a high level of community participation, support a diverse range of activities, and contribute to the long-term success of the Pegasus Community Centre as a local hub.

Implications for Community Wellbeing

6.3. There are implications on community wellbeing by the issues and options that are the subject matter of this report. The new facility will provide a modern, accessible space that supports social connection, recreation, and community-led activities, contributing to stronger community cohesion and a sense of belonging.

The MOU enables local involvement in the activation of the facility, supporting empowerment and participation, while the fees and charges framework promotes equitable access across a range of users. Together, these elements will help ensure the facility operates as an inclusive and well-utilised community hub, supporting the social and cultural wellbeing of the Pegasus community.

Community Outcomes and Strategic Priorities

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

- Social – A place where everyone can have a sense of belonging.
- Cultural – A place where people are enabled to thrive and give creative expression to their identity and heritage.

6.5. The Council's Strategic Priorities are relevant to the actions arising from recommendations in this report.

Protect and enhance the resilience of our natural and built environment

- Respond to the challenges posed by climate change by building resilient infrastructure, managing adaptation, and minimising council's carbon emissions.

Enhance community wellbeing, safety, inclusivity and connectedness

- Waimakariri District is a high growth area with an increasingly diverse population. We want to build a wellbeing centred community where all feel safe and welcome; are accepted and connected.

7. OTHER IMPLICATIONS AND RISK MANAGEMENT

Financial Implications

7.1. There are financial implications for the decisions sought by this report.

7.2. The adoption of fees and charges for the Pegasus Community Centre is consistent with Council's existing fees and charges framework and supports the recovery of operational costs associated with the facility.

7.3. Any additional services required to support a booking will be at the hirer's expense. Council's role is limited to providing access to the bookable spaces within the facility and does not include the provision of event management, technical support, catering, security, or other ancillary services.

7.4. The proposed Memorandum of Understanding relates to partnership and operational arrangements and does not create additional financial commitments.

Community Resilience and Sustainability

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

Risk Management

7.6. There are risks arising from the adoption/implementation of the recommendations in this report. Key risks relate to the successful implementation of the Memorandum of Understanding and the adoption of the fees and charges framework ahead of the facility opening. If these are not confirmed in a timely manner, there is a risk to operational readiness, including delays in establishing booking systems, confirming programming, and communicating with the community.

Health and Safety

7.7. There are no health and safety risks arising from the adoption / implementation of the recommendations in this report. The proposed Memorandum of Understanding and fees and charges framework relate to governance and operational arrangements.

8. CONTEXT

Consistency with Policy

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

Authorising Legislation

8.2. Local Government Act 2002.

Authorising Delegations

8.3. The Council has delegated authority to approve the recommendations in this report.

MEMORANDUM OF UNDERSTANDING

BETWEEN

Waimakariri District Council ("WDC")

AND

Pegasus Residents Group Incorporated (*"PRGI"*)

2026

A. PURPOSE

The purpose of this Memorandum of Understanding (MOU) is to enable the Pegasus Residents Group Incorporated (PRGI) to occupy and support the Pegasus Community Centre (PCC), and with the Waimakariri District Council (WDC) provide joint facilitation of the Community Centre located at 68 Pegasus Main Street, Pegasus, North Canterbury.

The PCC is recognised as a flagship, council-owned, high-demand community facility, serving Pegasus and the wider district.

This MOU captures the shared objective of providing community access, activation, and wellbeing outcomes, and defines a co-delivery partnership model between WDC and PRGI

B. COMMENCEMENT/EXPIRATION DATE

Commencement September 2026, followed by annual reviews. Each review will assess the effectiveness of the partnership, achievement of shared objectives, compliance with agreed responsibilities, facility usage and demand, community outcomes, and any operational considerations, with amendments made by mutual agreement where required.

C. HISTORY & CONTEXT

This MOU replaces previous agreements recognising that the Pegasus Community Centre is now a Council-owned and operated facility, with increased scale, demand, and community use.

This MOU covers PRGI's ongoing engagement with the PCC and acknowledges the continued role of PRGI in the facilitation, activation and support of the community within the facility, consistent with its previous role.

D. RESPONSIBILITIES

The PRGI shall comply with the following conditions.

1. All use of the PCC by PRGI must be logged in the WDC's booking system
2. PRGI shall support and encourage wider community use of the PCC by other parties
3. All booking enquiries shall be directed to the WDC website
4. The building is smoke and vape free at all times.
5. PRGI will encourage the use of Councils Snap Send Solve platform as the primary method for reporting maintenance and facility issues. Direct reporting to council staff should only occur where an issue may require immediate attention
6. Maintain a community book exchange ("Book Nook") noting reduced space provision.
7. PRGI will support the activation of the PCC through community engagement, events, and volunteer led initiatives.
8. Support and promote community activities, events and programmes.
9. PRGI to lead a volunteer recruitment drive to attract new volunteers, strengthen PRGI capability, and provide local residents with opportunities to be actively involved in and contribute to their community.
10. Ensure volunteers are appropriately inducted and supervised with records maintained
11. Operate twice monthly community drop-in sessions recognising the importance of these in terms of social connection for the community. If there is a whole of facility hire these sessions not to proceed with.
12. Funds raised at any preapproved fundraising activities will be held by PRGI to be used at PRGI's discretion for the benefit of the Pegasus community.

The WDC will be responsible for the following;

1. Ownership, management, and operation of PCC.
2. WDC will provide PRGI with reasonable access to the facility at no cost, being defined as access for PRGI's regular scheduled meetings and other activities agreed to in advance with WDC.
3. WDC will provide PRGI with designation space for admin functions and storage subject to availability.
4. PRGI shall be permitted to run a "Book Nook" which will be available to the general public any time the PCC is open. There shall be no charge for use of the area.
5. PRGI shall be permitted to undertake fundraising activities on the PCC premises. Any such activities must be preapproved by WDC.
6. Permit PRGI to have relevant displays with prior approval from Council and subject to available space.
7. WDC will provide a user guide for all hirers, outlining facility rules and instructions for the operation of key systems including audio-visual equipment, heating, and alarm procedures for entry and exit
8. WDC will ensure all maintenance contractors are appropriately inducted prior to undertaking work onsite, including site access, health and safety requirements, and facility-specific procedures.
9. Working with PRGI to promote the Community Centre.
10. Permit PRGI to hold several keys for the PCC, which may be used by members of the PRGI Committee to access the centre
11. All bookings and invoicing for the Pegasus Community Centre.
12. Ensuring that any booking or use of the Community Centre is suitable for the building, adhering to Resource Consent condition. Indoor bowls is permitted but no ball sports.
13. Alcohol is permitted under the following conditions,
    a) BYO alcohol is only permitted for private events, ie family events or personal occasions.
    b) Alcohol must be provided free of charge by the hosts.

c) If alcohol is being sold or supplied at a ticketed event, a Special Alcohol License is required.

d) Where a Special License applies, a Duty Manager will be present.

e) Usage of the Good Host Statement.

f) Notification to Council.

g) The building is smoke and vape Free at all times.

14. Provide free Wi-Fi which is available 24/7 via the free public Wi-Fi network.
15. All bookings must be completed online.
16. All booking fee charges to be aligned to Appendix 2.
17. Any proposed increase in fee charges is to be notified to PRGI at the earliest opportunity.
18. Any proposed changes to the way in which the PCC is run shall be notified to PRGI at the earliest opportunity.
19. PRGI shall be kept informed of any significant maintenance issues or work to be undertaken at the centre, in particular where it effects any bookings.
20. Building egress is to be maintained at all times and all users are to be aware of any potential hazards. This shall be noted on any booking form.
21. Arrange for cleaning of the Community Centre as per cleaning schedule.
22. Rubbish to be placed in PCC collection bins by cleaners for removal by contractor.
23. The supply and maintenance of equipment which includes but is not limited to:
    - Sound System and projectors
    - TV Screen – Foyer area
    - Fridge x 1
    - Trolley
    - Dishwasher
    - Hot Water Boiler x 2
    - Jug
    - Kitchen utensils (cups, saucers)
    - Tables, chairs, cupboards
    - Consumables
    - Vacuum
    - Internal painting of the Community Centre.
    - Maintenance of the heating and lighting systems.
    - Interior wayfinding
    - External Security Cameras
    - Exterior permanent signage.
24. Ensure the Pegasus Community Centre information is included on the Waimakariri District Council website, together with other Council community facilities.
25. Attend to any maintenance issues as soon as is practical.

E. DISPUTE RESOLUTION

- In the event of any dispute arising under this Memorandum of Understanding, the parties will work in good faith to resolve the matter promptly and cooperatively.
- In the first instance, the dispute will be discussed between the Community Facilities Officer and the nominated representative of PGRI.

- If the matter cannot be resolved, it will be escalated to the Greenspace Manager and the equivalent senior representative of PGRI.
- If the dispute remains unresolved, it will be referred to the Community and Recreation Manager for further consideration.
- If the matter is still not resolved, the parties agree to refer the dispute to mediation, facilitated by an independent mediator agreed by both parties.
- Each party will continue to meet its obligations under this MOU as far as practicable while the dispute resolution process is underway.

F. COMMUNICATION

- The parties agree to maintain open, respectful, and timely communication to support the effective operation of the Pegasus Community Centre and the successful implementation of this Memorandum of Understanding (MOU).
- The Community Facilities Officer will act as the Council's primary point of contact for all matters relating to the day-to-day operation of the facility and this MOU. PGRI will nominate a primary contact person to liaise with the Council.
- All formal communication relating to this MOU will be made in writing (including email), unless otherwise agreed. Informal communication may occur as required to support day-to-day operations.

The parties agree to:

- communicate in good faith and work collaboratively to address any issues as they arise
- respond to queries and requests within a reasonable timeframe
- meet as required to discuss operational matters, including any emerging issues or opportunities

Where Council engages contractors to undertake work at the Pegasus Community Centre, those contractors will be managed and instructed solely by the Council. PGRI will not direct or instruct Council contractors but may raise any concerns or requests through the Community Facilities Officer.
Nothing in this section limits the Council's responsibilities or decision-making in relation to the ownership, management, and operation of the facility. Any changes to this MOU must be agreed in writing by both parties.

G. Health and Safety

The parties acknowledge their respective responsibilities under the Health and Safety at Work Act 2015 and agree to work collaboratively to ensure the Pegasus Community Centre is a safe environment for all users.
WDC, as the owner and operator of the facility, will maintain responsibility for the overall health and safety management of the premises, including building compliance, maintenance, and contractor management.
PRGI will take reasonable steps to ensure that any activities, events, or volunteer-led initiatives it undertakes at the facility are carried out safely and in accordance with applicable health and safety requirements.
Any incidents, hazards, or near misses identified by PRGI will be reported to the Council as soon as practicable.

H. Variations

This Memorandum of Understanding may only be varied by mutual written agreement between the parties.

I. Insurance

WDC will maintain appropriate insurance for the Pegasus Community Centre, including building and asset cover.
PRGI is responsible for ensuring that any activities or events it undertakes are appropriately managed and agrees to maintain public liability insurance to a level appropriate to the nature and scale of those activities.
Each party remains responsible for its own acts and omissions.

J. Compliance with Laws and Approvals

The parties agree to comply with all applicable legislation, bylaws, and relevant approvals relating to the use and operation of the Pegasus Community Centre, including any resource consent conditions.
PRGI will ensure that any activities, events, or initiatives it facilitates are consistent with these requirements and will work with WDC to ensure ongoing compliance.

K. TERMINATION

Termination of this MOU can be made at any time, by either party, by giving one month's written notice.

L. WDC CONTACTS

Community Facilities Officer
Parks & Facilities Team
Email: parksandfacilities@wmk.govt.nz
Phone: 0800 965 468 (0800 WMK GOV)

Dated this day of 2026

Signed on behalf of the WDC
by its duly authorised agent

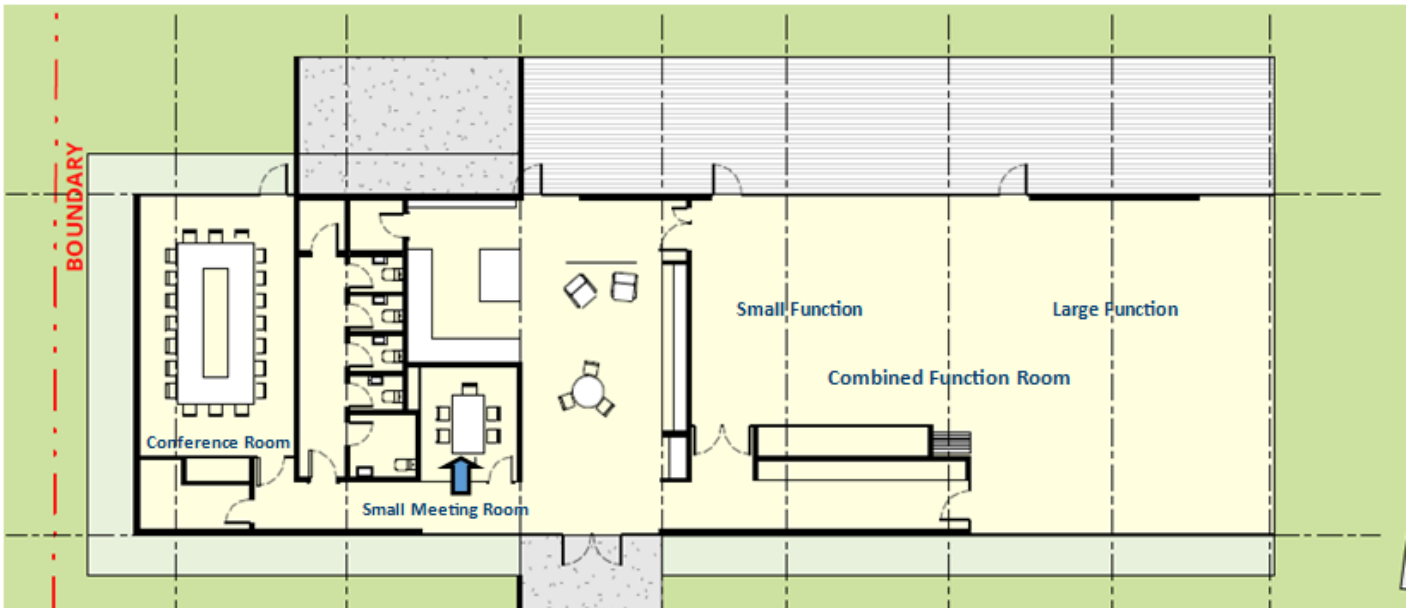
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[*print name and sign please*]

Signed on behalf of PGRI by its duly authorised agent

……

APPENDIX 1 – FLOOR PLAN



APPENDIX 2 – FEES & CHARGES

Room		COMMUNITY ($/hour)	COMMERCIAL ($/hour)
Conference Room		$18.15	$36.20
Small Meeting Room		$18.15	$36.20
Small Function Room		$13.80	$36.20
Large Function Room		$18.15	$36.20
Combined Function Room		$36.20	$72.75
Whole Facility Private Functions	**Hourly***	$54.50	$109.20
	Full Day exclusive use **	$290.70	$2,000

**Hourly bookings are charged at the applicable hourly rate for up to six (6) hours. Bookings exceeding six (6) hours will be charged at the applicable full-day rate.*

***Note that there will be a schedule of prices added that would cover requests for additional cleans, this price would be subject to change according to rates charged by Council contractor. Present indication is that this would be $350 for a full facility clean.*

CHANGES TO FEES AND CHARGES SCHEDULE

Fees are shown inclusive of GST.

(Note: The numbering in this section refers to the section numbers in the Council's Fees and Charges schedule).

1. Amusement Devices

	Current 2025/2026	Proposed 2026/2027
	$	$
Permit for one device for the first seven days of proposed operation or part thereof	11.50	**11.50**
For each additional device operated by the same owner for the first seven days or part thereof	2.30	**2.30**
Each device for additional seven days or part thereof	1.15	**1.15**
Amusement Devices Regulations 1976, Section 11		

3. Solid Waste - dumping charges

	Current 2025/2026	Proposed 2026/2027
Prices for refuse (rubbish) disposal includes 70/t Landfill Levy, plus GST. Any changes to Landfill Levy will be passed on to customers at the time these charges are imposed.		
3.1 Rubbish Gate Charges (includes 70/t landfill levy + GST Southbrook Transfer Station		
Official WDC rubbish bag	Free	**Free**
Minimum Load (up to 2 x 60 litre bags) (0.12m³; net load approx. 20kg)	8.00/load	**9.00/load**
All Vehicles By Weight ($/tonne)	401.35/tonne	**412.00/tonne**
Private Collector Waste ($/tonne)[1]	355.46/tonne	**369.74/tonne**
Minimum Charge By Weight (Equivalent weight: 20kg)	8.00/load	**9.00/load**
Weigh only	12.00/weigh	**12.00/weigh**
Note: [1]requires separate contract with the Council		
Commercial Recycling Gate Charges – Southbrook Transfer Station		
All Vehicles By Weight	180.00/tonne	**220.00/tonne**
Minimum Charge By Weight (Equivalent weight: 20 kg)	5.00	**4.50**
Commercial recycling charges recover the full costs for processing the recycling. Transportation costs for this material are currently not being charged for.		
Greenwaste Gate Charges – Southbrook Transfer Station		
Minimum load (up to 2 × 60 litre bags) (approx 0.12m³)	3.00/load	**3.00/load**
All Vehicles By Weight	154.00/tonne	**155.00/tonne**

3. Solid Waste - dumping charges (cont)

		Current 2025/2026	Proposed 2026/2027
	Greenwaste Gate Charges – Oxford Transfer Station		
	Minimum load (up to 2 × 60 litre bags) (approx. 0.12m³)	3.00/load	**3.00/load**
	Car boot/rear hatch (approx. 0.6m³)	14.00/load	**14.00/load**
	Small Utes/Small 1-axle trailers with low sides (approx. 0.9m²); 1-axle trailers less than 1.8m x 1.2.	22.00/load	**22.00/load**
	Vans/Utes/Std 1-axle Trailers with low sides (approx. 1.7m3) Standard 1-axle trailer 1.8m x 1.2m up to 2.5m x 1.2m	39.00/load	**40.00/load**
	Large Trailer: high-sided 1-axle, tandem axle, or extra large trailer (per cubic metre rate) Std tandem axle trailer 2.5m x 1.2m up to 3.0m x 1.2m	23.00/m³	**24.00/m³**
3.2	**Rubbish Gate Charges (includes 70/t landfill levy + GST) - Oxford Transfer Station**		
	Official WDC rubbish bag	Free	**Free**
	Minimum Load (approx. 0.12m³)	8.00/load	**9.00/load**
	Single Wheelie Bin (approx. 0.24m³)	12.00/load	**13.00/load**
	Car boot/rear hatch (approx. 0.6m³)	32.00/load	**33.00/load**
	Small Utes/Small 1-axle Trailers with low sides (approx. 0.9m³) 1-axle trailers less than 1.8m x 1.2m	76.00/load	**79.00/load**
	Vans/Utes/Std 1-axle Trailers with low sides (approx. 1.7m³) Std 1-axle trailer 1.8m x 1.2m to 2.5m x 1.2m charged by load or by volume	136.00/load	**140.00/load**
	Large Trailer: high-sided 1-axle, tandem axle, or extra large trailer ($ per cubic metre rate) Std tandem axle trailer 2.5m x 1.2m up to 3.0m x 1.2m	78.00/m³	**83.00/m³**
	Truck or Skip ($ per cubic metre)	78.00/m³	**83.00/m³**
	Compactor Truck ($ per cubic metre)	126.00/m³	**133.00/m³**
3.4	**Plasterboard/Gib Gate Charges – Southbrook Transfer Station**		
	All Vehicles by weight	222.80/tonne	**210.00/tonne**
	Minimum charge by weight: Equivalent weight 20kg	4.50	**4.50**
3.5	**Window Glass Gate Charges - Southbrook Transfer Station**		
	Flat Pane Glass by weight	205.40/tonne	**211.90/tonne**
	Minimum Charge Flat Pane By Weight (Equivalent weight: 20 kg)	4.00	**4.50**
	Double Glazed Glass by weight	293.00/tonne	**302.45/tonne**
	Minimum charge Double Glazed by weight	6.00	**6.00**
	Laminated Glass by weight	317.80/tonne	**328.00/tonne**
	Minimum charge Laminated Glass by weight. Equivalent weight: 20kg (changed from 40kg)	6.50	**6.50**

3. Solid Waste - dumping charges (cont)

		Current 2025/2026	Proposed 2026/2027
	The Tyrewise Product Stewardship Scheme has been operational since 1 September 2024, and there is no charge for vehicle tyres. 1. Council's removal costs are free owing to a levy charged when a vehicle or tyre is imported. Council also receives a nominal handling fee from Tyrewise based on tyre numbers, to fund contractor handling costs. 2. As a collection point, Council is limited to taking domestic quantities of tyres, i.e., only up to 5 vehicle tyres per household. 3. Commercial tyres, including farm tractor tyres and tyres from clean-up events, can be accepted at our facilities, however we will not accept heavy tyres at Oxford transfer station, and will only accept a maximum of two heavy commercial tyres at Southbrook RRP. 4. Tyrewise does not cover the removal of tyres on rims.		
	Rim Removal Charges – Southbrook Transfer Station		
	Small tyres (e.g. car, 4WD, ATV, small truck)	New fee	**6.50/tyre**
	Medium tyres (e.g. heavy truck)	New fee	**13.00/tyre**
	Large Tyres (e.g. tractor)	New fee	**27.50/tyre**
3.6	**Electronic Waste Gate Charges – Southbrook and Oxford**		
	Cell Phones	Free	**Free**
	Computer Monitors (CRT)	15.00/item	**15.50/item**
	Computer Monitors (Flat Screen)	11.00/item	**11.50/item**
	Computers/PC's (desktop, laptop, server)	3.00/item	**3.00/item**
	DVD & VCR Players	3.00/item	**3.00/item**
	Household appliances (small) e.g. toasters, kettles, alarm clocks, drills	3.00/item	**3.00/item**
	Household appliances (other) e.g. vacuums, microwaves	4.00/item	**4.00/item**
	Laptop Batteries (without a laptop)	Free	**Free**
	Miscellaneous Network Equipment	Free	**Free**
	Photocopiers (small to medium, domestic use)	21.00/item	**22.00/item**
	Photocopiers, Printers (large, commercial use)	85.00/item	**89.00/item**
	Printers, Scanners, Fax Machines (Domestic)	6.00/item	**6.00/item**
	Stereo Systems & Gaming Consoles	3.50/item	**3.50/item**
	Television Sets (CRT)	15.00/item	**15.50/item**
	Television Sets (Very Large i.e. rear-projector)	35.00/item	**36.50/item**
	Television Sets (Flat Screen)	11.00/item	**11.50/item**
	Toothbrushes (electric rechargeable with battery inside)	Free	**Free**
	UPS's	4.00/item	**4.00/item**
	Vapes (disposable with battery inside)	Free	**Free**
	Note: The charges for domestic-sourced e-waste are subsidised approximately 50% by Council (funded out of the General Rate and landfill levy subsidy). Commercial large printers or photocopiers are charged at the full fee.		

3. Solid Waste - dumping charges (cont)

		Current 2025/2026	Proposed 2026/2027
3.7	**Cleanfill Gate Charges (includes 15/t Managed Fill levy + GST) - Southbrook Transfer Station**		
	Minimum load (bag)	3.00/load	**3.00/load**
	All Other Vehicles by weight (Includes (but not limited to): trailer, van, ute, trailer with canopy, truck, skip)	139.00/tonne	**150/tonne**
	Minimum charge by weight: Equivalent weight 20kg	3.00	**3.00**
	Cleanfill (natural materials): weight per volume ratio = 1.5t/m³ (cleanfill by own cartage to Sutherlands or Garterys Pit)	90.00/m³	**95.00/m³**
	Hardfill (non-natural materials): weight per volume ratio = 2.0t/m³ (hardfill by own cartage to Sutherlands or Garterys Pit)	120.00m³	**125.00m³**
3.8	**Expanded Polystyrene Foam - Southbrook Transfer Station**		
	Recyclable Expanded Polystyrene Foam (EPS) for Removal to Recyclers		
	Minimum load (1 × 60 litre bag; Equivalent weight <1 kg)	Free	**Free**
	Car boot/rear hatch (0.6m³; Equivalent weight 7 kg)	Free	**Free**
	Small Utes/Small 1-axle Trailers with low sides (1.0m3; Equivalent weight 10kg): 1-axle trailers less than 1.8m x 1.2m. Commercial charge.	Free	**Free**
	Vans/Utes/Std 1-Axle Trailers with low sides (1.7m3; Equivalent weight 20 kg): Std 1-axle trailer 1.8m x 1.2m up to 2.5m x 1.2m. Commercial charge.	42.00/load	**43.50/load**
	All Other Vehicles By Weight Includes (but not limited to): large vans, high-sided 1-axle trailers, extra large 1-axle trailers, 2-axle trailers, 1-axle and 2-axle trailers with canopies, trucks, skips. Commercial charge for large loads.	2,126/tonne	**2,194/tonne**
	Minimum Charge By Weight (Equivalent weight 10 kg)	21.00	**22.00**
	Non-Recyclable Expanded Polystyrene Foam (EPS) For Landfill – for loads containing EPS only (includes $70/tonne plus GST Land Fill levy)		
	Minimum load (1 × 60 litre bag; Equivalent weight <1 kg)	8.00/load	**9.00/load**
	Car boot/rear hatch (0.6m³; Equivalent weight 7 kg)	60.00/load	**61.50/load**
	Small Utes/Small 1-axle Trailers with low sides (1.0m³; Equivalent weight 10 kg): 1-axle trailers less than 1.8m x 1.2m	85.00/load	**88.00/load**
	Vans/Utes/Std 1-Axle Trailers with low sides (1.7m³; Equivalent weight 20 kg): Standard 1-axle trailer 1.8m x 1.2m up to 2.5m x 1.2m	170.00/load or by weight	**176.00/load or by weight**
	All Other Vehicles by weight Includes (but not limited to): large vans, high-sided 1-axle trailers, extra large 1-axle trailers, 2-axle trailers, 1-axle and 2-axle trailers with canopies, trucks, skips	8,514.00/tonne	**8,786.45/tonne**
	Minimum Charge by weight (1.7m³; Equivalent weight 10 kg)	85.00	**88.00**
	Note: only domestic quantities of non-recyclable EPS are accepted at Southbrook RRP (i.e. a maximum of 40kg in a load, or a double-axle trailer load piled to level of the sides of the trailer (excludes high-sided trailers and trailers with cages).		

4. Building Services

		Current 2025/2026	Proposed 2026/2027
		$	$
Any function or services that are provided but are not specifically detailed in this schedule will be charged at the relevant hourly rate. Where applicants request withdrawal or lapse of any application, fees will be charged for services performed up to the time of the request plus administrations costs, and refunds will be provided for any unused portions of deposits.			
4.1	**Project Information Memorandum**		
	Where costs to process the application exceed the fee then additional time will be charged at the hourly rate.		
	Hourly rate • Minor projects with an estimated value less than $20,000 • Projects with an estimated value ≥ $20,000 • New and relocated dwellings • Commercial and industrial projects • Hourly rate where time exceeds the scheduled fee (charged in addition to the standard fee) • Services and Compliance Check • Small stand-alone residential dwellings	191.00	**197.00**
	Standard PIM only application—deposit	382.00	**394.00**
	Exempt small stand-alone residential dwellings PIM—deposit includes post PIM issue administration fee of $295.00.	NEW	**852.00**
4.2	**Processing and Approval of Consent Applications**		
	Where consent applications are reviewed/assessed by another Building Consent Authority, all costs associated with the review will be charged to the applicant, or their agent on an actual time and cost basis. Final building consent costs will include associated fees, including processing, inspections, administration and levies.		
	Deposit Schedule		
	Swimming pool – residential – limited to pool and pool barrier only	750.00	**750.00**
	Hay barn, shed, garage, workshop	850.00	**850.00**
	Residential minor works <$20,000 – remove internal wall, change openings, effluent system etc	500.00	**500.00**
	Dwelling alterations and additions < $150,000	1,000.00	**1,000.00**
	Dwelling alterations and additions ≥$150,000	1,400.00	**1,400.00**
	Single dwelling/relocated dwelling	1,950.00	**1,950.00**
	Multiple/group dwellings ≤ 4	2,600.00	**2,600.00**
	Non-residential additions and alterations < $150,000	1,500.00	**1,500.00**
	Non-residential additions and alterations ≥ $150,000	2,500.00	**2,500.00**
	New non-residential	3,500.00	**3,500.00**

4. Building services (cont)

		Current 2025/2026	Proposed 2026/2027
		$	$
	Small stand-alone residential dwelling		
	Fixed base fee for building consent for a small stand-alone residential dwelling (within the scope of an exempt small stand-alone residential dwelling) including building consent processing, inspections and a code compliance certificate. *Excludes BRANZ and MBIE Levies, which are based on value of works. Additional fees may apply for failed inspections and amendments to consents.* *Other authorities may be required, including resource consent, utilities connection fees and vehicle crossings.*		
	Fixed base fee—building consent	NEW	**5,432.00**
4.3	**Building Inspection Fee**		
	Where the actual time of an inspection exceeds 1 hour then additional fees will be charged. Please note that the time taken for a building inspection is not necessarily all on-site. All time associated with inspection of a building will be charged, and this may include assessment, communication and decisions made off-site.		
	On-site inspections (based on 1 hour) • Remote Inspections • Each additional hour or part hour (if required) • Failed or additional inspection/s required	220.00	**227.00**
	Cancellation of Inspection (same day cancellations)	110.00	**114.00**
4.4	**Code Compliance Certificate Deposit**		
	Where the cost to process and make a code compliance certificate decision exceeds the fee paid then additional time will be charged at the relevant charge out rate.		
	Hourly rate	191.00	**197.00**
	Effluent system, hay barn/shed/garage, workshop - unlined and without services	200.00	**206.00**
	Hay barn/shed, garage, workshop, lined and/or with services	220.00	**227.00**
	New or relocated dwelling or alteration and addition ≥150,000	455.00	**470.00**
	Multiple and group dwellings ≤ 4	594.00	**613.00**
	New dwelling or alterations and additions < $150,000	297.00	**307.00**
	New commercial/industrial/communal/alterations and additions < $250,000	376.00	**388.00**
	New commercial/industrial/communal/alterations and additions ≥ $250,000	762.00	**786.00**
	Code Compliance Certificate for consents over five years old - original fee plus 2026/2027 hourly rate applies.	210.00	**217.00**

4. Building services (cont)

		Current 2025/2026	Proposed 2026/2027
		$	$
4.5	**Minor Works Fixed Fee Applications**		
	Where costs to process an application exceed the fee then additional time will be charged at the hourly rate. If the project is valued at $20,000 or more (BRANZ) or more than $65,000 (MBIE) the fixed fee will increase by the value of the BRANZ and MBIE levies.		
	Hourly rate	210.00	**217.00**
	Single Free-Standing Heating Unit	500.00	**516.00**
	Single Inbuilt Heating Unit or a Central Heating System (extra inspection)	585.00	**604.00**
	Marquees	450.00	**464.00**
	Solar Water Heater (residential)	875.00	**903.00**
4.6	**Administration Fee**		
	Where costs to administer an application exceeds the fee, additional time will be charged at the hourly rate. Where extra inspections are required, additional inspection fees will apply.		
	Hourly rate	191.00	**197.00**
	Minor works ≤ $20,000	191.00	**197.00**
	Hay Barn/Shed, Garage, Workshop	288.00	**297.00**
	New or relocated dwelling or alterations and additions < $150,000	334.00	**345.00**
	New or relocated dwelling or alterations and additions ≥ $150,000	410.00	**423.00**
	Non-residential additions and alterations < $150,000	355.00	**366.00**
	Non-residential additions and alterations ≥ $150,000	542.00	**599.00**
	New commercial, industrial, communal	719.00	**742.00**
	*Multiple/group dwellings ≤ 4	534.00	**551.00**
4.8	**Swimming Pool Fencing/Barriers**		
	Inspection of pool fencing/barriers—under section 162D Building Act 2004	220.00	**220.00**
	Registration and inspection of existing pool (Covered by inspections revenue)	350.00	**No fee**
	Re-inspection following a failed inspection—at hourly rate	220.00	**217.00**
	Remote inspections	220.00	**220.00**
	IQPI reports administration fee	NEW	**50.00**

4. Building services (cont)

		Current 2025/2026	Proposed 2026/2027
		$	$
4.11	**Exemption from the need for building consent under Schedule 1(2) Building Act 2004**		
	Where costs to administer the application exceed the fee, additional time will be charged at hourly rates. Territorial Authority discretionary exemption from the need for building consent under Schedule 1(2) Building Act 2004.		
	Administration Fee (Now covered by hourly rate in Misc fees)		
	Deposit for exemption	500.00	**500.00**
4.13	**Building Warrant of Fitness (BWOF)**		
	Where costs to process a BWOF exceed the renewal fee then additional time will be charged at the hourly rate.		
	Hourly rate	210.00	**217.00**
	Annual BWOF renewal fee (SS7 only)	198.00	**204.00**
	Annual administration/B-RaD renewal fee (cost includes periodical audits)	150.00 + hourly rate	**155.00 + hourly rate**
	Process amendment to Compliance Schedule—hourly rate applies	210.00	**217.00**
	Annual fee, per specified system	42.00	**43.00**
	Building Warrant of Fitness Audit Follow-up (where non-compliance has been identified)—hourly rate applies	210.00	**217.00**
4.14	**Certificate of Acceptance (CoA)**		
	Deposit for a Certificate of Acceptance	750.00	**750.00**
	Site Inspections (each)	220.00	**227.00**
	Process Certificate of Acceptance—hourly rate applies	210.00	**217.00**
	Administration—hourly rate	191.00	**197.00**
	Where costs to process a Certificate of Acceptance exceed the deposit then additional time will be charged at the hourly rate. Under section 96(1) of the Building Act 2004 the application must be accompanied by any fees, charges or levies that would be payable had the owner or the owner's predecessor in title applied for a building consent before carrying out the work. This is calculated on a case by case basis for each application.		
4.15	**Notice to Fix**		
	Hourly rate applies plus disbursements		
	Processing hourly rate	210.00	**217.00**
	Administration hourly rate	95.00	**197.00**

4. Building services (cont)

		Current 2025/2026	Proposed 2026/2027
		$	$
4.16	**Certificate of Public Use (CPU)**		
	Where costs to process a Certificate of Public Use exceed the fee then additional time will be charged at the hourly rate.		
	Application fee for Certificate of Public Use (including one inspection)	495.00	**510.00**
	Hourly rate processing	210.00	**217.00**
	Administration hourly rate	191.00	**197.00**
	Additional inspections	169.00	**189.00**
4.17	**Compliance Schedules and Draft Compliance Schedules (CS)**		
	Where costs to assess and issue a Compliance Schedule or Draft Compliance Schedule exceed the fee then additional time will be charged at the hourly rate.		
	Hourly rate Applies to: • Amendment to a Compliance Schedule (s.106) • Processing and Approval of Compliance Schedules and Draft Compliance Schedules • Compliance Schedule (s.107) (where Council chooses to amend CS)	210.00	**217.00**
	Administration associated with processing an amended Compliance Schedule—hourly rate	191.00	**197.00**
	Amended Compliance Schedule—Minor changes e.g. owner details, changes to existing specified systems	NEW	**104.00**
	Draft Compliance Schedule (as part of a CPU application) hourly rate	210.00	**217.00**
	Administration Fee (hourly rate applies)	191.00	**197.00**
4.18	**Extension of Time**		
	Where costs exceed the fee then additional time will be charged at the hourly rate.		
	Extension of time to start work on an issued consent	155.00	**160.00**
	Extension of time to provide completion documentation in relation to a small stand-alone residential dwelling	NEW	**160.00**
4.19	**Building Consent Amendments and Minor Variations**		
	Truss as-builts	105.00	**108.00**
	Processing of amendments and minor variations including amendments to modify building code clause B2—Durability—hourly rate applies	210.00	**217.00**
	Administration amendment fee—hourly rate (was fixed fee)	95.00	**197.00**

4. Building services (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
4.20 Miscellaneous Fees	At cost	
Where consent applications are reviewed/assessed by another Building Consent Authority, all costs associated with the review will be charged to the applicant, or their agent, as part of the fees and charges for the issued consent.		
Council engineering assessments—hourly rate applies	210.00	**217.00**
Pre-application meeting per hour	210.00	**217.00**
Inspection of any other building work, hourly rate	220.00	**227.00**
Accreditation levy payable on all building consents to cover costs of meeting the standards and criteria required under Building (Accreditation of Building Consent Authorities) Regulations 2006. Charged per $1000 of estimated building value	0.70	**0.70**
Third party engineering assessment and/or peer review of engineering	At cost	**At cost**
FENZ review (external recoveries)	At cost	**At cost**
Any other building elements subject to peer review or assessment	At cost	**At cost**
Processing Building Location Certificate	115.00	**119.00**
Transferred consents: auditing, inspections, additional reports, disbursements (hourly rate applies)	At cost	**At officer's hourly rate**
Section 83 Building Act - removal of entry on record of title	At cost	**At cost for legal services and at officer's hourly rate**
Any matter covered by the Building Act 2004 s. 219 and not itemised in the schedule of fees and charges—hourly rate	210.00	**At officer's hourly rate**
Registration of applications involving external professional services and additional administration fees	At cost	**At cost for external services and at officers' hourly rate**
Hourly rate: Building Consent Officer, Building inspector (in office), Compliance Officer, Team Leaders	210.00	**217.00**
Hourly rate: Administration Officer and Code Compliance Auditor, PIM Officer	191.00	**197.00**
Infringement Notices		
Refer to schedule 1 of Building (Infringement Offences, Fees and Forms) Regulations 2007	As per Building Regulations 2007	**As per Building Regulations 2007**

4. Building services (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Receipt of building consent documentation for placement on a property file where the consent was managed by an external BCA. (Includes receipt of records at lodgement, issued consent and issued code compliance, charged at initial lodgement). TA Administration.	NEW	**394.00**
4.21 Register of section 73 certificate for consents granted under s 72 (Entry to record of title for land subject to flooding, etc)		
Registration of applications involve external professional services as well as Council staff time and administration fees	At cost	**At cost for external services and at officer's hourly rate**
4.22 Register of section 77 subject to s75(2) - Construction of building on two or more allotments		
Registration of applications involve external professional services as well as Council staff time and administration fees.	At cost	**At cost for external services and at officers' hourly rate**
Building Levies		
Building Research Levy (BRANZ) Levy per $1,000 of building value on projects valued over $20,000. (Building Research Levy Act 1969)	1.00	**1.15**
Building Levy (MBIE) Levy per $1,000 of building value on projects valued over $65,000. (Building Levy Order 2005)	1.75	**1.75**

5. Cemetery fees

		Current 2025/2026	Proposed 2026/2027
		$	$
5.1	**Interment Fees (cost recovery)**		
	Interment Fee (single or double depth)	1,010.00	**1,042.00**
	Ashes interment *	220.00	**227.00**
	Child Interment	1,010.00	**1,042.00**
	Stillbirth or Baby Interment	250.00	**258.00**
5.2	**Plot Purchase**		
	Burial Plot	1,000.00	**1,032.00**
	Child's Plot (Kaiapoi Cemetery)	249.62	**274.50**
	Ashes Plot	300.00	**309.00**
	Services Cemetery Plot	No fee	**No fee**
5.3	**Records Fee (for all burials to be paid at plot purchase)**	52.00	**53.70**
5.4	**Late fee for burials outside normal operating hours (to be paid in addition to Interment fee)**	290.00	**300.00**
5.5	**Additional interment fee where no funeral director is involved**	290.00	**300.00**
5.6	**Exhumation*****	At cost	**At cost**
5.7	**Memorial Permit**	75.50	**78.00**
5.8	**Transfer Right of Burial or Amend Cemetery Deed**	52.00	**53.70**
5.9	**Repurchase plots previously sold by WDC ****	Half current retail price	**Half current retail price**

** Ashes interment fees are charged per ashes urn interred.*

*** This does not automatically apply to plots purchased prior to Council taking over management of a cemetery.*

**** Exhumation/Disinterments include a record fee*

6. Community centres and halls

		Current 2025/2026	Proposed 2026/2027	Current 2025/2026	Proposed 2026/2027
		Commercial (incl GST)	Commercial (incl GST)	Other users (incl GST)	Other users (incl GST)
		$	$	$	$
6.1	**Rangiora Town Hall**				
	Main Auditorium - Performance Day	1,291.25	**1,332.55**	485.50	**501.00**
	Main Auditorium - Pack In/Out, Rehearsal (maximum 14 days)	284.10	**293.20**	185.95	**191.90**
	Main Auditorium - Pack In/Out, Rehearsal (additional days)	360.00	**371.50**	216.95	**223.90**
	Move smother to another location	143.10	**147.70**	143.10	**147.70**
	Sound system per show day	154.95	**159.90**	154.95	**159.90**
	Sound system per rehearsal day	77.50	**80.00**	77.50	**80.00**
	Furniture set up	54.80	**56.55**	54.80	**56.55**
	Small Theatre - per hour (minimum 2 hours)	154.95	**159.90**	77.50	**80.00**
	Small Theatre - day rate	929.70	**959.45**	433.85	**447.75**
	Small Theatre - projection equipment	91.35	**94.25**	91.35	**94.25**
	Small Theatre - removal or change of stage set up (carpet)	182.75	**188.60**	182.75	**188.60**
	Small Theatre - furniture set up	54.80	**56.55**	54.80	**56.55**
	Function Room (minimum 2 hours)	74.25/hour 445.40/day	**76.60/hour 459.65/day**	74.25/hour 445.40/day	**76.60/hour 459.65/day**
	Studio Room (each) per hour	46.50	**48.00**	31.00	**32.00**
	Green Room per hour	46.50	**48.00**	31.00	**32.00**
	Yamaha Grand Piano per hour	54.80	**56.55**	54.80	**56.55**
	Technical support per hour (maximum of 2 hours)	71.50	**73.80**	71.50	**73.80**

6. Community centres and halls (cont)

	Current 2025/2026	Proposed 2026/2027	Current 2025/2026	Proposed 2026/2027
	Commercial (incl GST)	Commercial (incl GST)	Other users (incl GST)	Other users (incl GST)
	$	$	$	$
6.2 Oxford Town Hall				
A & P Room	70.45/hour	**72.70/hour**	18.60/hour	**19.20/hour**
Main Hall	70.45/hour	**72.70/hour**	29.35/hour	**30.30/hour**
Entire venue - per hour	105.75/hour	**109.15**	46.95/hour	**48.45/hour**
Entire venue - day rate (six hour or more)	634.75	**655.00**	294.40	**303.80**
Projection equipment hourly rate	86.75	**89.50**	86.75	**89.50**
AV System hourly rate	59.20	**61.10**	59.20	**61.10**
Wedding rate (including 3 hours set up, full day hire and 2 hours cleaning)	NA	**NA**	245.30	**253.15**
OB & I League for movies (x3 hours, incl WDC owned projection equipment, wi-fi and electricity)	NA	**NA**	55.16	**56.90**
6.3 Ruataniwha Civic Centre				
Room One hourly rate	35.10	**36.20**	31.00	**32.00**
Room Two hourly rate	35.10	**36.20**	31.00	**32.00**
Combined Meeting Room hourly rate	59.80	**61.70**	31.00	**32.00**
6.4 Pegasus Community Centre				
The Big Room hourly rate	35.10	**36.20**	15.50	**16.00**
Infinity Room (Reception Area)	NA	**NA**	NA	**NA**
Todd Room (Meeting Room) hourly rate	35.10	**36.20**	15.50	**16.00**
Southern Capital Room (Small Meeting Room) hourly rate	35.10	**36.20**	6.20	**6.40**
Whole Facility hourly rate	98.10	**101.25**	31.00	**32.00**
Whole Facility (Maximum Daily)	588.80	**607.75**	185.95	**191.90**
6.5 Woodend Community Centre				
Sports Hall hourly rate	35.10	**36.20**	17.60	**18.15**
Meeting Room A or B hourly rate	35.10	**36.20**	17.60	**18.15**
Combined Meeting Rooms A & B hourly rate	70.50	**72.75**	35.10	**36.20**
Entire Complex (hourly rate)	105.80	**109.20**	52.70	**54.50**
Entire Complex	507.80/day	**524.00/day**	281.70/day	**290.70/day**

6. Community centres and halls (cont)

	Current 2025/2026	Proposed 2026/2027	Current 2025/2026	Proposed 2026/2027
	Commercial (incl GST)	Commercial (incl GST)	Other users (incl GST)	Other users (incl GST)
	$	$	$	$
6.6 All other venues				
Excluding those listed separately	35.10/hour	**36.20**	15.50/hour	**16.00**
6.7 Pavilions and other Community Facilities				
Cust Domain	13.40/hour	**13.80**	6.20/hour	**6.40**
Ohoka Domain	13.40/hour	**13.80**	10.35/hour	**10.65**
Sefton Domain*	13.40/hour	**13.80**	6.20/hour	**6.40**
View Hill**	13.40/hour	**13.80**	6.20/hour	**6.40**
Loburn Domain	29.90/hour	**30.80**	15.50/hour	**16.00**
Pearson Park (Oxford)	35.10/hour	**36.20**	15.50/hour	**16.00**
Dudley Park (note that booking users cannot access toilets)	35.10/hour	**36.20**	13.40/hour	**13.80**
Cust Community Centre	35.10/hour	**36.20**	15.50/hour	**16.00**
Fernside Memorial Hall	35.10/hour	**36.20**	15.50/hour	**16.00**
Kaiapoi Community Centre (bookable room)	35.10/hour	**36.20**	15.50/hour	**16.00**
Oxford Jaycee Hall	35.10/hour	**36.20**	15.50/hour	**16.00**
Rangiora War Memorial Hall	35.10/hour	**36.20**	15.50/hour	**16.00**
Waikuku Beach Hall	35.10/hour	**36.20**	15.50/hour	**16.00**

**noting that there is a proposal to remove the building and replace it with a community owned asset.*
***this pavilion does not offer the full range or experience of other facilities.*

6. Community centres and halls (cont)

		Current 2025/2026	Proposed 2026/2027
		$	$
6.8	**Park Bookings**		
	Non-Commercial Park bookings		
	Daily fee	36.15	**37.30**
	Commercial Park Bookings		
	Daily fee	206.60	**213.20**
	If the event charges admission for access, Council reserves the right to charge a commercial rate over and above the standard booking fee which will be set at $2.50 per participant or ticket sold.		
	Trousselot Park Band Rotunda		
	Daily fee	46.50	**48.00**
	Excludes reserve fee		
	Victoria Park Band Rotunda		
	Daily fee	46.50	**48.00**
	Excludes reserve fee		
6.9	**Other Facilities Related Charges**		
	Lost Key	24.55	**25.35**
	Additional Bins - Per Bin Per Day	24.55	**25.35**
	Toilet Clean	36.80	**38.00**
	Special Clean per hour (full building etc)	91.90	**94.85**
	Security Guard Call Out (alarm activation)	91.90	**94.85**
	Fire Alarm Activation (Brigade connected)	429.25	**443.00**
	Waikuku Beach whitebaiting access key	30.00	**31.00**

6. Community centres and halls (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Kendall Park Turf Fees		
Waimakariri based users		
Full turf per hour	88.57	**91.40**
Half turf per hour	44.28	**45.70**
Applies to both casual use and club trainings being undertaken by groups from within the Waimakariri District		
Non-Waimakariri based users		
Full turf per hour	140.67	**145.20**
Half turf per hour	70.33	**72.60**
Applies to both casual use and club trainings being undertaken by groups from within the Waimakariri District		
Game rate per game	88.57	**91.40**
Applies to regular users playing a scheduled club game and covers a two-hour time period		
Lights		
Full turf per hour	31.26	**32.25**
Half turf per hour	15.63	**16.15**
Applies wherever lights are used		

7. Animal management

		Current 2025/2026	Proposed 2026/2027
		$	$
7.1	**Dog Registration Fees**		
	Uniform owner/administration fee for each dog owner, except owners of disability assist dogs (including the National Dog Database levy) for registrations paid before 1 August	49.50	**51.00**
	Penalty fee for late registration (50% of owner fee)	24.75	**25.50**
7.2	**Annual Fee for each Entire Dog (in addition to Dog Registration Fee above)**		
	Dog that has not been de-sexed	58.00	**60.00**
	Penalty fee for late registration of each entire dog (50% of fee)	29.00	**30.00**
7.3	**Annual Fee for each Working Dog (in addition to Dog Registration Fee above)**		
	For each working dog (as defined in Section 2 of the Dog Control Act 1996)	14.50	**15.00**
	Penalty fee for late registration of each working dog (50% of fee)	7.25	**7.50**
7.4	**Annual Fee for each De-sexed Dog (in addition to Dog Registration Fee above)**		
	Pet dog that has been de-sexed. For dogs neutered or spayed before 1 August in the current registration year	31.00	**32.00**
	Penalty fee for late registration of each de-sexed pet dog (50% of fee)	15.50	**16.00**
7.5	**Annual fee for each Disability Assist Dog**	0.00	**0.00**
7.6	**Dangerous/Menacing Dogs**		
	Annual fee for a dog classified as dangerous or menacing (including Owner/administration fee)	120.00	**124.00**
	Penalty fee for a dog classified as dangerous	60.00	**62.00**
7.7	**Replacement tag**	6.50	**6.50**
7.8	**Permit to keep 3 or more dogs in urban areas**	185.00	**190.00**
7.9	**Impounding Fees**		
	Impounding first offence	60.00	**65.00**
	Impounding second and subsequent offences	180.00	**195.00**
	Sustenance fee (per day)	20.00	**20.00**
	Microchipping fee	25.00	**25.00**
7.10	**Dog collars (while stock lasts)**		
	Supply of small collar	5.00	**5.00**
	Supply of medium collar	7.50	**7.50**
	Supply of large collar	10.00	**10.00**
7.11	**After Hours Call Out Fee**	85.00	**165.00**

8. Housing for the elderly

	Current 2025/2026	Proposed 2026/2027
	$	$
All units per week		
Bedsit Unit	201.70	**209.50**
Studio Unit	214.00	**222.50**
Single bedroom unit	238.40	**248.00**
Queen bedroom unit (single occupant)	263.00	**273.50**
Queen bedroom unit	287.60	**299.00**
Single bedroom unit (Refurb)	247.20	**257.00**
Queen bedroom unit (single occupant) Refurb	267.45	**278.00**
Queen bedroom unit (Refurb)	287.70	**299.00**
Single unit Ranui	254.10	**264.00**
Queen unit Ranui (single occupant)	276.20	**287.00**
Queen unit Ranui	298.30	**310.00**
Single bedroom unit (Refurb plus)	NEW	**272.00**
Queen bedroom unit (single occupant) Refurb Plus	NEW	**293.00**
Queen bedroom unit Refurb Plus	NEW	**314.00**
King unit (single tenant)	NEW	**297.00**
King unit	NEW	**325.00**
Garages	13.80	**14.30**
Carports	8.00	**8.30**

9. Environmental Services — Registration of premises and associated licences

		Current 2025/2026	Proposed 2026/2027
		$	$
	Food Act 2014		
9.1	Application fee for Registrations, Renewal or Amend template food control plans (fee plus hourly rate after one hour)	275.00	**284.00**
9.2	Application fee for Registrations, Renewal or Amend food business in a national programme (fee plus hourly rate after one hour)	210.00	**217.00**
9.3	Quality Assurance Accreditation per FCP or NCP	210.00	**217.00**
9.4	Application fee for Exemption from Registration (fee plus hourly rate after one hour)	275.00	**284.00**
9.5	Verification inspection and audit per hour	210.00	**217.00**
9.7	Review of Improvement Notice by FSO per hour	210.00	**217.00**
9.9	Compliance and monitoring per hour	210.00	**217.00**
9.10	Issue of Improvement Notice by FSO (fee plus hourly rate after one hour)	210.00	**217.00**
9.11	Application for review of improvement notice (fee plus hourly rate after one hour)	210.00	**217.00**
9.12	Application/issue of compliance notice/order (fee plus hourly rate after one hour)	210.00	**217.00**
9.13	Hourly charge out rate (including inspection and reporting)	210.00	**217.00**
9.14	**MPI Food Operator Levies (from 1 July 2025)**		
	MPI Food premises levy, including collection fee	78.77	**111.84**
9.15	Travel charge IRD rate per km	1.04	**1.17**
	Other premises (annual fee)		
9.21	Offensive trades	275.00	**284.00**
9.22	Waste handling Licence	275.00	**284.00**
9.23	Camping grounds	300.00	**310.00**
9.24	Funeral Directors	300.00	**310.00**
9.27	Additional inspection (per inspection) and reporting fee (hourly rate)	210.00	**217.00**
9.29	Transfer fee (change of ownership of premises) includes inspection	210.00	**217.00**
9.30	Hourly rate for inspection and reporting	210.00	**217.00**
	Planning and Building Compliance Certificate - Sale and Supply of Alcohol Act 2012		
	Application for Planning and Building Compliance Certificates Section 100f Sale and Supply of Alcohol Act 2012	165.00	**170.00**
	Inspections for Building Compliance Certificates (per hour)	165.00	**170.00**

9. Environmental Services — Registration of premises and associated licences (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Noise Complaints		
After-hours attendance fee by noise control to a verified noise complaint at a recidivist issue address	132.00	**165.00**
Illegal Signage		
Attendance to deconstruct and remove illegal signage	220.00	**227.00**
Return of signage to owner	95.00	**98.00**
Resource Consent Monitoring and Compliance		
Resource Consent Conditions Monitoring and Enforcement - Compliance Officer site visits per hour	210.00	**217.00**
RMA Complaint Investigations, at cost when a breach is identified (per hour)	210.00	**217.00**
RMA Compliance Administration, actual cost, hourly rate (minimum charge 30 minutes)	210.00	**217.00**
Class 4 Venue Licence Application (Gambling Machines)		
Application and hearing fee deposit	1,000.00	**1,000.00**
Plus any additional costs (per hour)	210.00	**217.00**
Based on Risk Weighting for each premise – Set by Regulations 4-13 of the Sale and Supply of Alcohol Act 2012		
Very low		
Application fee	368.00	**368.00**
Annual fee	161.00	**161.00**
Low		
Application fee	609.50	**609.50**
Annual fee	391.00	**391.00**
Medium		
Application fee	816.50	**816.50**
Annual fee	632.50	**632.50**
High		
Application fee	1,023.50	**1,023.50**
Annual fee	1,035.00	**1,035.00**
Very High		
Application fee	1,207.50	**1,207.50**
Annual fee	1,437.50	**1,437.50**

9. Environmental Services — Registration of premises and associated licences (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Other Application Types		
Manager's Certificate application	316.25	**316.25**
Temporary Authority (section 136(2)	296.70	**296.70**
Temporary licence (section 74)	296.70	**296.70**
Appeal to ARLA	517.50	**517.50**
Extract of register (ARLA or DLC)	57.50	**57.50**
Permanent Club Charter (annual fee due on 30 June of each year and paid to ARLA)	632.50	**632.50**
Special Licence—risk based fee structure		
Class 1 – a large event (400+ people), or more than 3 medium events (100-400 people), or more than 12 small events (fewer than 100 people)	575.00	**575.00**
Class 2 – 1-3 medium events (100-400 people), or 3-12 smaller events (fewer than 100 people)	207.00	**207.00**
Class 3 – 1 or 2 small events (fewer than 100 people)	63.25	**63.25**
Public notification fee	90.00	**90.00**

10. Rubbish bags and office charges

		Current 2025/2026	Proposed 2026/2027
		$	$
10.1	**Plastic Bags**		
	Single Bag Sales	4.00	**4.10**
	Bundles of 5	20.00	**20.50**
	Bundles of 10	40.00	**41.00**
	Pack of 25 (retail price)	97.50	**100.00**
	Wholesale price to supermarkets per bag	3.80	**3.90**
	Wholesale price to supermarkets per pack of 25 bags	95.00	**97.50**
10.2	**Bokashi Compost-Zing**		
	10 litre system – bucket set only	40.00	**41.30**
	10 litre system – starter kit (bucket set and 1 bag Compost-Zing)	48.00	**49.50**
	15 litre system – bucket set only	42.00	**43.50**
	15 litre starter kit (bucket set and 1 bag Compost-Zing)	50.00	**51.50**
	1kg bags Compost-Zing	9.00	**9.30**
	Ensopet – Pet Waste Composting Kit	57.00	**59.00**
	Ensopet Starter Mix (1.2kg bag)	11.00	**11.50**
10.3	**Kerbside Wheelie Bins**		
	Enhanced Organics Service (additional 240L organics bin by arrangement in areas other than Ohoka/Mandeville/Swannanoa)	188.60	**194.60**
	Enhanced Service (additional 140L rubbish bin for education centres only)	160.10	**165.90**
	Enhanced Service Recycling 240L Bin	78.50	**78.50**
	Joining the Rubbish collection during the year		
	80L bin (fee pro rata during year)	119.60	**124.60**
	140L bin (fee pro rata during year)	160.10	**165.90**
	Joining the Organics Collection during the year		
	80L bin (fee pro rata during year)	98.20	**101.30**
	140L bin (fee pro rata during year)	133.10	**137.30**
	240L bin (fee pro rata during year)	188.60	**194.60**
	Wheelie Bin Replacement		
	Bin replacement 240L	164.00	**169.00**
	Bin replacement 140L	153.95	**159.00**
	Bin replacement 80L	140.00	**144.50**

10. Rubbish bags and office charges (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Bin Swap - Upsize/Downsize		
Upsize 80L to 140L rubbish bin	40.50	**41.30**
Upsize 80L to 140L organics bin	34.90	**36.00**
Upsize 80L to 240L organics bin	90.40	**93.30**
Upsize 140L to 240L organics bin	55.50	**57.30**
Downsize Bin	Free	**Free**
Delivery or removal charges		
Return of Confiscated Bin	158.50	**160.90**
Delivery Charge (per bin delivered)	20.00	**20.60**
Maximum Delivery Charge	40.00	**41.20**
Note: The delivery charge is waived where there is a change in the level of bin service within three months of possession date in a change of property ownership.		
Other Charges		
Child Car Seats (Waimakariri District residents providing proof-of-address)	12.50	**12.50**
Child Car Seats (no proof-of-address)	35.00	**35.00**
Bin Hitch	20.00	**21.00**
Bin Latch/Bin Clip (Waimakariri District residents)	Free	**Free**
Bin Latch/Bin Clip (non-Waimakariri District residents)	New	**5.00**
Waste Operator Licence Fees		
Fee if already required to obtain Offensive Trade Licence from Council	50.00	**52.00**
Fee if not required to obtain Offensive Trade Licence	234.50	**242.00**
Photocopies		
Black and white per copy A4	0.20	**0.20**
Black and white per copy A3	0.40	**0.40**
Colour copy per sheet A4	2.00	**2.00**
Colour copy per sheet A3	4.00	**4.00**
IM Scammer/Printer		
A2 copies	6.00	**6.00**
A1 copies	8.00	**8.00**
A0 copies	10.00	**10.00**

11. Library fees

	Current 2025/2026	Proposed 2026/2027
	$	$
Reserves – Adults		
Best sellers – for seven days	4.00	**4.00**
Extended loan charges		
Best seller books – per day, after 2 days	1.00	**1.00**
Adult DVDs, Music CDs, per day (maximum of $12 per item)	0.30	**0.30**
Inter Loans		
Per item requested	12.00	**12.00**
Can be additional charge if the lending library charges for the service.		
Photocopying and Printing		
Black and white copy per sheet A4	0.20	**0.20**
Black and white copy per sheet A3	0.40	**0.40**
Colour copy per sheet A4	2.00	**2.00**
Colour copy per sheet A3	4.00	**4.00**
Replacement Membership Cards		
Adults and children	2.00	**2.00**
If worn out through normal use – no charge.		
Laminating		
A5 per sheet	1.00	**1.00**
A4 per sheet	2.00	**2.00**
A3 per sheet	3.00	**3.00**
Subscription Fees for Out of District Borrowers		
Six-month subscription flat fee	70.00	**70.00**
Subscription charged in addition to any other charges.		

12. Official Information Request fees

	Current 2025/2026	Proposed 2026/2027
	$	$
For requests for information under the Local Government Official Information and Meetings Act 1987		
Staff Time		
Time spent actioning the request in excess of one hour:		
• For the first chargeable half-hour or part thereof	38.00	**38.00**
• Then for each half-hour thereafter	38.00	**38.00**
All other costs to obtain or supply the information. The amount actually incurred in responding to the request. Governance Manager's discretion to determine full cost recovery	Actual Cost	**Actual Cost**
Deposits		
A deposit may be required where the charge is likely to exceed $100 or where some assurance of payment is required to avoid waste of resources. The Governance Manager has discretion to determine the deposit required.		
Copying/Photocopying (per copy)		
A4	0.20	**0.20**
A3	2.00	**2.00**
A2	3.50	**3.50**
A1	6.50	**6.50**
A0	10.50	**10.50**
Scanning for hard copy conversion		
1-20 single-sided A3 and A4 pages	27.40	**27.40**
21-40 single-sided A3 and A4 pages	29.50	**29.50**
41-60 single-sided A3 and A4 pages	33.50	**33.50**
61-80 single-sided A3 and A4 pages	37.90	**37.90**
81-100 single-sided A3 and A4 pages	42.00	**42.00**
101-150 single-sided A3 and A4 pages	49.50	**49.50**
Each 100 sheets or part thereof over 100	70.50	**70.50**
Larger than A3		
1-20 single-sided pages	27.50	**27.50**
21-40 single-sided pages	37.90	**37.90**
41-60 single-sided pages	59.00	**59.00**
61-80 single-sided pages	80.00	**80.00**
81-100 single-sided pages	100.00	**100.00**
101-150 single-sided pages	138.00	**138.00**
Each 100 sheets or part thereof over 100	160.00	**160.00**

12. Official Information Request fees (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Aerial Photographs		
A4	18.50	**18.50**
A3	26.00	**26.00**
A2	37.00	**37.00**
A1	47.00	**47.00**
A0	84.00	**84.00**
Material loaded onto Pen Drive or CD	10.00	**10.00**

13. Stock impounding fees

	Current 2025/2026	Proposed 2026/2027
	$	$
All horses per head	38.50	**40.00**
Sustenance per head per day	16.50	**17.00**
Every deer per head	38.50	**40.00**
Sustenance per head per day	16.50	**17.00**
Every donkey per head	38.50	**40.00**
Sustenance per head per day	16.50	**17.00**
All cattle per head	38.50	**40.00**
Sustenance per head per day	16.50	**17.00**
All sheep per head	16.50	**17.00**
Sustenance per head per day	11.00	**11.50**
Every goat per head	22.00	**22.50**
Sustenance per head per day	16.50	**17.00**
All pigs per head	27.50	**30.00**
Sustenance per head per day	11.00	**11.50**
Every emu or ostrich	38.50	**40.00**
Sustenance per head per day	16.50	**17.00**
Every llama or alpaca	27.50	**30.00**
Sustenance per head per day	16.50	**17.00**
Second and subsequent impounding of any stock belonging to **the same owner** within 12 months	Double the above fee	**Double the above fee**

13. Stock impounding fees (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Notice to owner of impounded stock		
Writing and delivering any notice or sending any notice by post	Actual cost	**Actual cost**
Inserting any notice in one or more newspapers – in addition to the actual cost of insertion	Actual cost	**Actual cost**
Charges for leading, driving or conveying stock		
The owner of any stock that is found trespassing, straying or wandering on any road shall pay to the Council or person having custody of the stock all reasonable costs incurred in leading, driving or conveying the stock from the place where it is found to the pound or to the place where it is delivered to the owner. Charges may include:	Actual cost if greater than minimum charge of 165.00	**Actual cost if greater than minimum charge of 170.00**
• Actual staff time involved in leading, driving or conveying stock to a pound (per hour); and	165.00	**170.00**
• Where stock is conveyed by any vehicle, the reasonable cost of that conveyance, including the dispatch of the vehicle to the place where the stock is found and the return of the vehicle to the place of dispatch		
- Travel charged per kilometre	1.04	**1.17**
- The cost of the conveyance may also include the hire of a vehicle and/or trailer	Actual cost	**Actual cost**
- Animal Management Contractor or staff call out fee per hour or part thereof	165.00	**170.00**
- Minimum charge	165.00	**170.00**
- Inspections to investigate nuisance complaints re animals and stock (not dogs) per hour	165.00	**170.00**

14. Swimming pools

	Current 2025/2026	Proposed 2026/2027
	$	$
14.1 General Admission		
Adult	7.60	**7.80**
Child	4.30	**4.40**
Parent and Preschooler	4.80	**5.00**
Adult - Community Services Card	5.80	**6.00**
Family 1 Adult + 1 Child	9.30	**9.60**
Family 1 Adult + 2 Children	12.30	**12.70**
Family 2 Adults + 1 Child	15.40	**15.90**
Family 2 Adults + 2 Children	18.60	**19.20**
Additional Child with Family	3.10	**3.20**
Shower only	3.80	**3.90**
Home School and School Student Recreation Swim (during term time and school hours)	2.40	**2.50**
14.2 Memberships		
Standard - 3 months	202.40	**208.90**
Standard - 6 months	349.40	**360.60**
Standard - 12 months	601.00	**620.20**
Community Services Card (CSC) - 3 months	151.90	**156.80**
Community Services Card - 6 months	262.10	**270.50**
Community Services Card - 12 months	450.80	**465.20**
Platinum 3 months	300.50	**310.10**
Platinum 6 months	484.50	**500.00**
Platinum 12 months	815.60	**841.70**
Platinum CSC 3 months	225.40	**232.60**
Platinum CSC 6 months	363.20	**374.80**
Platinum CSC 12 months	611.60	**631.20**

14. Swimming pools (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
14.3 Concession Cards		
10 Swim Child	39.30	**40.60**
20 Swim Child	73.50	**75.90**
50 Swim Child	171.70	**177.20**
10 Swim Adult	69.30	**71.50**
20 Swim Adult	129.80	**134.00**
10 Swim Adult - CSC	52.10	**53.80**
20 Swim Adult - CSC	97.40	**100.50**
Family 1 Adult + 2 Children (10 swims)	116.50	**120.20**
Family 2 Adults + 2 Children (10 swims)	159.60	**164.70**
Family 1 Adult + 2 Children (20 swims)	208.60	**215.30**
Family 2 Adults + 2 Children (20 swims)	294.30	**303.70**
Parent and Preschooler (10 swim)	43.70	**45.10**
Parent and Preschooler (20 swim)	82.60	**85.20**
14.4 Aquarobics		
Aquarobics Casual Adult	11.10	**11.50**
Aquarobics Casual CSC	8.40	**8.70**
Aquarobics Adult 10	98.00	**101.10**
Aquarobics Adult 20	177.90	**183.60**
Aquarobics CSC 10	73.50	**75.90**
Aquarobics CSC 20	133.50	**137.80**
14.5 Learn to Swim		
Weekly - Adult	14.40	**14.90**
Weekly - Preschool	14.40	**14.90**
Weekly - School aged	14.40	**14.90**
Weekly - Individual	28.70	**29.60**
Weekly - Shared per child	18.00	**18.60**
Weekly - Shared per lesson	36.10	**37.30**
Home school and school student	3.50	**3.60**
Weekly - Development & Multi squads	12.00	**12.40**

14. Swimming pools (cont)

		Current 2025/2026	Proposed 2026/2027
		$	$
	Weekly - Multiple day Development Squad and Multi Squad	10.50	**10.80**
	Weekly - Junior Masters	8.90	**9.20**
	Monthly - Mini Comp 3 days	94.60	**97.60**
	Monthly - Mini Comp 4 days	100.50	**103.70**
	Monthly - Mini Comp 5 days	106.50	**109.90**
	Monthly - Mini Comp Gold	119.70	**123.50**
	Monthly - Division Two	137.50	**141.90**
	Monthly - National Age Group	182.90	**188.80**
14.6	**Masters**		
	Adult	9.60	**9.90**
	Adult – Community Services Card (CSC)	8.40	**8.70**
	20 Swim Concession	143.50	**148.10**
	20 Swim Concession CSC	119.60	**123.40**
	Masters 3 months	219.80	**226.80**
	Masters 6 months	439.60	**453.70**
	Masters 12 months	879.40	**907.50**
	Masters CSC 3 months	198.00	**204.30**
	Masters CSC 6 months	395.40	**408.10**
	Masters CSC 12 months	791.40	**816.70**
14.7	**Hire**		
	Lane per hour	24.50	**25.30**
	Facility hire per hour (Dudley)	306.60	**316.40**
	Facility hire per hour (Kaiapoi)	275.90	**284.70**
	Facility hire per hour (Oxford	245.30	**253.10**
	Inflatable hire	36.20	**37.40**
	Hire Togs	3.00	**3.10**
	Hire Towel	1.40	**1.50**
	Little Swimmers	3.00	**3.00**

15. Property information fees

	Current 2025/2026	Proposed 2026/2027
	$	$
LIM fees		
Residential (electronic)	255.00	**263.00**
Residential (hard copy)	315.00	**325.00**
Commercial (electronic) up to 4 hours processing	372.00	**384.00**
Commercial (hard copy) up to 4 hours processing	420.00	**434.00**
Hourly rate (commercial more than 4 hours processing) per hour	80.00	**83.00**
Searching Property Files		
Drainage Plans	Free	**Free**
Record of Title Search	17.00	**17.00**
Residential property file	15.00	**15.00**
Commercial property files	45.00	**45.00**
Transfer of property file information	Free	**Free**
Share file (preferred method of information transfer)	Free	**Free**
Email under 12Mb in size	Free	**Free**
USB Drive	15.00	**15.00**
Building Statistics		
Supply of a single copy of the monthly building consent register		
Per month	19.00	**19.00**
Per year	170.00	**170.00**

16. Resource Management fees

	Current 2025/2026	Proposed 2026/2027
	$	$
Land Use Planning Activity Fees		
Non-notified Land Use Consents		
Boundary Activities and Marginal/Temporary Activities *This relates to a setback/recession plane breach from a neighbouring property, or a marginal or temporary infringement. Please check with the Duty Planner prior to applying for this type of consent.*	550.00 Fixed fee	**570.00** **Fixed fee**
Land Use (Minor) *i.e. Setback to boundaries, breach of recession plane(s), site coverage, signage, all vehicle crossings.*	1,000.00 Fixed fee	**1,050.00** **Fixed fee**
Land Use (Complex) *i.e. Earthworks, second dwellings, retail activities, Comprehensive Residential Developments (CRD), structures in localised flooding area, setbacks to waterways, plantation forestry, natural hazards, site contamination.*	2,500.00 Deposit At cost	**2,500.00** **Deposit** **At cost**
Related Land Use Consent Fees		
Time extension for Land use consent (Section 125)	1,000.00 Deposit At cost	**1,000.00** **Deposit** **At cost**
Variation of Land use consent (Section 127)	1,000.00 Deposit At cost	**1,000.00** **Deposit** **At cost**
Objection to decision of Land Use consent (Section 357)	Free	**Free**
Certificate of Compliance (Section 139)	1,000.00 Deposit At cost	**1,000.00** **Deposit** **At cost**
Outline Plan (Section 176A)	1,000.00 Deposit At cost	**1,000.00** **Deposit** **At cost**
Outline Plan Waiver Request	Free	**Free**
Existing Use Certificate (Section 139A)	1,000.00 Deposit At cost	**1,000.00** **Deposit** **At cost**
Pre Hearing meeting	At Cost	**At Cost**

16. Resource Management fees (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Subdivision Planning Activity Fees		
Subdivision Application *For any subdivision application, by way of boundary adjustment, undertaken in any zone with NO new lots being created (and includes applications to covert cross lease titles to fee simple).*	3,000.00 Deposit At cost	**3,000.00** **Deposit** **At cost**
For any non-notified subdivision application, undertaken in any zone, creating one or more new lots	5,000.00 Deposit At cost	**5,000.00** **Deposit** **At cost**
Combined Subdivision & Land Use Application *For any non-notified subdivision and land use consent application, relating to the same property, and lodged together, creating one or more new lots*	5,500.00 Deposit At cost	**5,500.00** **Deposit** **At cost**
Notified Consents (Public or limited Notification) *For any Notified subdivision or land use consent application (additional deposit)*	5,000.00 Deposit At cost	**5,000.00** **Deposit** **At cost**
Note: The notification charge above of $5,000 (deposit) is over and above the deposit paid at time of lodgement of the application. All disbursements and hearing costs associated with the notification of an application will be charged at cost on a monthly invoice basis.		
Pre Hearing meeting	At Cost	**At Cost**

16. Resource Management fees (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Related Subdivision Consent Matters		
Update of an Existing cross-lease plan	1,000.00 Fixed fee	**1,050.00 Fixed fee**
Extension of time for Subdivision consent (Section 125)	1,000.00 Fixed fee	**1,050.00 Fixed fee**
Variation of Subdivision consent (Section 127) and/or S.221 variation to a consent notice	1,000.00 Deposit At cost	**1,000.00 Deposit At cost**
Objection to decisions of Subdivision Consent (Section 357)	Free	**Free**
Preparation and signing of Revocation Certificate (cancellation of consent notices, amalgamation etc)	400.00 Fixed fee	**415.00 Fixed fee**
Preparation & signing of other Certificates (ie. S.239, S.243)	400.00 Fixed fee	**415.00 Fixed fee**
Additional S.223 certification (as in staged subdivisions) or re-certification of any certificated s.223 plans	400.00 Fixed fee	**415.00 Fixed fee**
Additional S.224 (c) Certificates(as in staged subdivisions) or re-certification of any previously signed S.224(c) Certificates	400.00 Fixed fee	**415.00 Fixed fee**
Preparation & signing of first s.221 Consent Notice	95.00 Fixed fee	**100.00 Fixed fee**
Preparation & signing of all subsequent S.221 Consent notices (per notice)	55.00 Fixed fee	**60.00 Fixed fee**
Documents for execution by Council and not listed above (including all A and I instrument signing, easement documentation, link strip agreements etc)	400.00 Fixed fee	**415.00 Fixed fee**
Property Numbering Charge	100.00 Per lot	**105.00 Per lot**
Plus fee for each additional lot thereafter	6.00 Fixed fee	**6.50 Fixed fee**
(Note: this fee is invoiced after S.223 plan has been signed)		
Planning – Other legislation		
S.348 Right of way approval consent application (when not part of subdivision). This fee includes the signing of the certificate on Landonline.	1,000.00 Fixed fee	**1,050.00 Fixed fee**

16. Resource Management fees (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Delegations/Plan Changes		
For Designations and Plan Changes (privately initiated) following payment of the relevant deposit, the Council will invoice for the additional charges at cost on a monthly basis and may stop work on the application until such time as the relevant invoices have been paid.		
Plan Changes (deposit then additional charges at cost)	10,000.00 Deposit At cost	**10,000.00 Deposit At cost**
Notice of Requirement for designations	At Cost	**At Cost**
Extension for alteration to a designation	At Cost	**At Cost**
Flood Assessment Certificates		
Flood Assessment (Minimum Floor Level) Certificate	200.00 Fixed fee	**460.00 Fixed fee**
Additional Charges & Hourly Rates		
Processing of any land use or subdivision application, and any additional charges applying to any other planning application listed above and to pre-application advice and subdivision innspections, will be charged as per the following rates:		
• Unit Manager and Reporting Officers per hour	210.00	**217.00**
• Administration Officers (clerical support) per hour	130.00	**135.00**
• Other Council staff (ie. Traffic Engineers) per hour	210.00	**217.00**
• External reports and peer reviews, commissioned by the Council (ie traffic engineering, urban design, noise assessments).	At cost	**At cost**
• Commissioners hearing related costs	At cost	**At cost**
Disbursements		
Postage/courier costs	At cost	**At cost**
Photocopying and/or Printing (per A4 copy)	At cost	**At cost**
Public Notices (Newspaper advertisements)	At cost	**At cost**
Scanning	At cost	**At cost**
Site Visits (Time and mileage)	At cost	**At cost**
Hearing related charges	At cost	**At cost**
Requests for Reduction of Fees		
In special circumstances, applicants may request a waiver from the Facilities and Consents Fee Waiver Sub Committee. Any such request shall be made in writing on the appropriate application form and will be considered by the Facilities and Consents Fee Waiver Sub Committee.		
Additional Invoicing		
For any Resource Consent officially received by the Council, and then withdrawn by the applicant, the Council will charge for the time spent setting up and/or processing the consent to the stage of it being withdrawn. This will be charged at the hourly rate set out in this schedule.		

17. Council Property Charges

	Current 2025/2026	Proposed 2026/2027
	$	$
Miscellaneous Approvals Consents		
Includes consents and land/legal title investigations and approvals for neighbouring properties or the general public e.g. Resource and building consents and "limited as to parcels" approvals.		
Hourly rate (with discretion applied by Property Unit Manager)	150.00	**150.00**
Plus recovery of legal and other costs where required	Actual cost	**Actual cost**
Easements, Assignment and other Contractual Approvals		
Where allowed for under contract or legislation, charges or approvals for assignment of leases, licences, easements and other legal approvals (e.g. road stopping on behalf of third parties).		
Hourly rate (with discretion applied by Property Unit Manager)	150.00	**150.00**
Plus recovery of legal and other costs where required	Actual cost	**Actual cost**
Licence to Occupy a Road Reserve		
For non-grazing purposes (such as infrastructure services e.g. Water supply, stock crossings/ underpasses) rent to be assessed by independent valuation or by negotiation where values are anticipated to be low (below $1,000 per year) at the discretion of the Property Unit Manager.		
Initial one-off fee to set up a licence to occupy	250.00	**250.00**
Plus recovery of legal and other costs where required	Actual cost	**Actual cost**
Rural Grazing Leases and Licences		
(a) Non-refundable establishment charge for each new lease and licence application (excludes existing lease/licence holders)	250.00	**250.00**
(b) Minimum annual rental for all new leases and licences, subject to (c) below (excludes existing lease/licence holders)	300.00	**300.00**
(c) Agreements will be gross leases/licences that account for holding costs such as rates and will be set at the higher of the minimum rent (above) or an annual valuation of various land classes applied on a per hectare basis. Rental may be reduced by negotiation based on site-specific issues or at the discretion of the Property Unit Manager.	Site specific negotiation	**Site specific negotiation**

18. 3 Waters Contributions and Charges

	Current 2025/2026	Proposed 2026/2027
	$	$
Please refer to: Development Contributions Policy		
Water Service Connection Fees		
Water Supply Group A (Rangiora, Kaiapoi, Woodend, Tuahiwi, Pegasus, Pines/Kairaki, Waikuku, Cust) Basic Connection Cost (2.0m or less lateral length, unimproved service).		
15mm or 20mm supply	4,372.00	**4,372.00**
>20mm supply	Actual cost	**Actual cost**
Extra rate per metre or part, for service pipe longer than 2m	Actual cost	**Actual cost**
Surface Reinstatement		
Concrete per square metre	Actual cost	**Actual cost**
Seal per square metre	Actual cost	**Actual cost**
Hot Mix per square metre	Actual cost	**Actual cost**
Inspection fee (where required)	Actual cost	**Actual cost**
Water Supply Group B (Oxford Urban, Garrymere, West Eyreton, Poyntzs Road, Oxford RWS#1, Oxford RWS#2, Summerhill, Ohoka, Fernside, Mandeville) Basic Connection Cost (2.0m or less lateral length, unimproved service).		
15mm supply	4,410.00	**4,410.00**
Extra rate per metre or part, for service pipe longer than 2m	Actual cost	**Actual cost**
Surface Reinstatement		
Concrete per square metre	Actual cost	**Actual cost**
Seal per square metre	Actual cost	**Actual cost**
Hot Mix per square metre	Actual cost	**Actual cost**
Inspection fee (where required)	Actual cost	**Actual cost**
Restrictor change-out charge	437.00	**437.00**
Quick Fill of Private Water Tanks		
Monday–Thursday (8am–3pm)	385.00	**385.00**
Friday–Sunday (8am–3pm)	605.00	**605.00**
Any time on a public holiday or on a day that a public holiday is observed and after hours (3pm–8am) on other days	605.00	**605.00**

18. 3 Waters Contributions and Charges (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Trade Waste Charges		
Flow per m^3	$0.95	**$0.95**
Biochemical Oxygen Demand (BOD) per kg	$0.65	**$0.65**
Suspended Solids (SS) per kg	$0.50	**$0.50**
Refer Wastewater Bylaw 2015.		
Relocation of Water Toby at Owner's Request	Actual cost	**Actual cost**
Installation of Backflow Preventor in accordance with the Backflow Prevention Policy	Actual cost	**Actual cost**
Damage or tampering with a water restrictor, investigation and repair of damage (in addition to any fine under S242(4) Local Government Act 2002	Actual cost	**Actual cost**
Repair of damage to any part of Council infrastructure to be recovered from the person or organisation that caused the damage	Actual cost	**Actual cost**
Rangiora Septage Facility		
Fees will apply from when septage facility becomes operational.		
Disposing of domestic septage waste per m^3	55.00	**55.00**
Application for approval to dispose of domestic septage waste at the Rangiora facility	300.00	**300.00**
Pollution Prevention Plan (Drainage)		
Stormwater Discharge Approval Activity Fees		
Medium Risk (Minor) – Discharge from a site with activity defined as medium risk under the Stormwater, Drainage and Watercourse Protection Bylaw 2018.		
Deposit (includes one hour pre-lodgement meeting	600.00	**600.00**
Fee	Actual cost	**Actual cost**
High Risk (Complex) Discharge from a site with activity defined as high risk under the Stormwater, Drainage and Watercourse Protection Bylaw 2018.		
Deposit (includes one monitoring visit and one hour pre-lodgement meeting)	1,500.00	**1,500.00**
Fee	Actual cost	**Actual cost**
Related Stormwater Discharge Approval Fees		
Time extension for Stormwater Discharge Approval	300.00	**300.00**
Variation of Stormwater Discharge Approval		
Deposit	300.00	**300.00**
Fee	Actual cost	**Actual cost**
Objection to decision of Stormwater Discharge Approval	Free	**Free**

18. 3 Waters Contributions and Charges (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Additional Charges and Hourly Rates		
Processing of any Stormwater Drainage Approval application, and any additional charges applying to any other application listed above will be charged as per the following rates.		
Unit Manager and Reporting Officers, hourly rate	169.00	**169.00**
Administration Officers (Clerical Support), hourly rate	92.70	**92.70**
Compliance and Enforcement Officers, hourly rate	169.00	**169.00**
Other Staff (ie 3 Waters)	169.00	**169.00**
External reports and peer reviews, commissioned by the Council	Actual cost	**Actual cost**

19. Kaiapoi Marine Precinct

	Current 2025/2026	Proposed 2026/2027
	$	$
Pontoon per annum		
Up to 10m berth per annum	2,620.00	**2,620.00**
Plus charge per month, per metre of length in excess of 10m	44.00	**44.00**
Pile moorings per annum		
Up to 10m berth per annum	1,572.00	**1,572.00**
Plus charge per month, per metre of length in excess of 10m	44.00	**44.00**

20. Roading fees

	Current 2025/2026	Proposed 2026/2027
	$	$
Stock Crossings		
Stock crossing permit – per stock crossing	766.00	**790.00**
Vehicle Crossing Applications and Inspections		
Standard vehicle entrance application	232.00	**239.50**
Standard vehicle crossing application fee for retrospective applications (where work has commenced before the application is made). For applications that do not comply with the Vehicle Crossing Bylaw	294.00	**303.50**
Standard vehicle crossing re-testing fee (where an onsite test fails and clearly would not have passed)	115.70	**120.00**
Temporary Traffic Management, Corridor Accessway Requests (CAR) and Inspections		
Traffic Management Plan (TMP)	103.00	**106.30**
TMP Extension/Road Space Booking (Road space booking only applies where a global excavation CAR has been issued.)	25.80	**26.60**
Generic TMP (A 12 month TMP to cover works where fairly generic activities are being undertaken.)	310.00	**320.00**
Minor Excavation Corridor Access Request (Works are to be less than 3 linear metres in any one direction or works must be completed within 10 working days.)	155.00	**160.00**
Major Excavation Corridor Access Request (Works are greater than 3 linear metres in any one direction or will take more than 10 working days to complete.)	310.00	**320.00**
Project Excavation Corridor Access Request (Works exceeding 10 working days in duration and all subdivisions.)	620.00	**640.00**
Global Excavation Corridor Access Request (A generic inspection CAR for minor mobile works.)	1,550.00	**1,600.00**
Re-Inspections (Inspection of non-conformance or non-approved traffic management plan or methodology.)	103.00	**106.30**
Non-approved works within the road reserve (Where non-approved work is being undertaken and a contractor is removed from site due to the site being dangerous, or they do not have an approved TMP, or there are no qualified staff onsite.)	878.00	**907.00**

20. Roading fees (cont)

	Current 2025/2026	Proposed 2026/2027
	$	$
Royalties on shingle		
Per cubic metre, loose measure from Council pits used for Council works	2.00	**2.00**
Overweight Vehicle Permit Fees		
Maximum permitted in Heavy Motor Vehicle Regulations		
Single, Multiple Trip, or linked permit (3 or more days for processing)	20.00	**21.00**
Single, Multiple Trip, or linked permit (less than 3 days for processing)	30.00	**31.00**
Continuous Permit (3 or more days for processing)	60.00	**62.00**
Continuous Permit (less than 3 days for processing)	70.00	**72.00**
Renewals – Continuous Permit (3 or more days for processing)	10.00	**10.50**
Renewals – Continuous Permit (less than 3 days for processing)	20.00	**21.00**
Abandoned Cars		
Recovery fee per vehicle (Where a vehicle is abandoned the cost of recovery, including administration charges, sits with the owner.)	Full cost recovery	**Full cost recovery**
Road Closure		
Advertising for a road closure	Full cost recovery	**Full cost recovery**
Roadside Grazing		
Roadside Grazing Permit	60.00	**62.00**

22. Rangiora Airfield

	Current 2025/2026	Proposed 2026/2027
	$	$
22.1 Ground rental for hangars per square metre		
Under review in new lease agreements.		
22.2 Landing Fees per day	12.00	**12.00**
22.3 Aircraft Parking Fees per day	12.00	**12.00**

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	BYL-72/ 260505109021
REPORT TO:	COUNCIL
DATE OF MEETING:	4 AUGUST 2026
AUTHOR(S):	Gina Maxwell, Strategy and Business Advisor On behalf of the PARKING AND TRAFFIC BYLAW 2026 HEARING PANEL Councillors Tim Bartle, Brent Cairns, Jason Goldsworthy and Bruce McLaren
SUBJECT:	Adoption of the Parking and Traffic Bylaw 2026
ENDORSED BY: (for Reports to Council, Committees or Boards)	General Manager / Chief Executive

1. SUMMARY

1.1. This report seeks Council's adoption of the Waimakariri District Council Parking and Traffic Bylaw 2026 following completion of the Special Consultative Procedure, consideration of submissions by the Hearing Panel, and subsequent clarification of matters raised by Council on 7 July 2026.

1.2. The Parking and Traffic Bylaw 2026 ("the bylaw") provides a fit-for-purpose, enabling and legally robust framework to regulate parking and traffic movements across the district, supporting safety, accessibility, efficient use of the transport network, and protection of public infrastructure.

1.3. During consultation from 9 February to 9 March 2026, Council received 48 submissions. Feedback demonstrated strong support for replacing the Parking Bylaw 2019, with issues raised focusing primarily on clarity, implementation and enforcement rather than the overall regulatory framework.

1.4. The Hearing Panel supports adoption of the bylaw subject to a small number of amendments arising from submissions. These amendments improve clarity, consistency and implementation, without altering the scope, intent or substantive effect of the bylaw as publicly notified.

1.5. Following Council's consideration of the proposed bylaw on 7 July 2026, staff re-engaged with the Hearing Panel as requested regarding concerns raised by Council about verge parking, motorhomes and implementation of the bylaw. As a result, the following minor clarification amendments and explanatory notes were developed:

- clarification of the intended application of verge parking provisions, including expanded explanatory notes relating to parking associated with schools, sports grounds, community facilities and local events where no safety or infrastructure concerns exist;
- clarification of the distinction between motorhome parking controls under the bylaw and freedom camping provisions administered under separate legislation and Council controls;
- confirmation that implementation will occur in accordance with Council's Compliance Framework and education-first approach; and
- a commitment to review supporting guidance and public communications material to assist public understanding and implementation of the bylaw.

1.6. These amendments, which are supported by the Hearing Panel, do not alter the purpose, scope or substantive effect of the bylaw and do not require further consultation.

1.7. The bylaw has been subject to independent legal review, which confirmed it is within scope, relies on appropriate empowering provisions, and is legally robust and enforceable. The Hearing Panel

is satisfied that all Hearing Panel amendments, subsequent clarification amendments and minor drafting refinements remain within the scope of the Special Consultative Procedure and do not require further consultation. The final bylaw is considered complete and ready for adoption.

Attachments:

i. Parking and Traffic Bylaw 2026 (TRIM:250220027899)
ii. Minutes of 16 April 2026 Parking and Traffic Bylaw 2026 Hearing Panel Deliberations meeting (TRIM: 260416097883)
iii. Parking and Traffic Bylaw 2026 – Submissions Summary, Analysis, Recommendations, and Panel Decision (TRIM:260617144352)
iv. Consistency Accountability Statement: Parking and Traffic Bylaw 2026 (TRIM:260629152555)
v. Waimakariri District Council Compliance Framework (TRIM:220321041001)

2. RECOMMENDATION

THAT the Council:

a) **Receives Report** No. 260505109021;

b) **Receives the** minutes of the Parking and Traffic Bylaw 2026 Hearing Panel Deliberations meeting held on 16 April 2026 (TRIM:260416097883);

c) **Adopts** the Parking and Traffic Bylaw 2026 to come into effect on 10th August 2026 (TRIM: 250220027899);

d) **Endorses** the Consistency Accountability Statement (TRIM:260629152555);

e) **Notes** that the Hearing Panel amendments, subsequent clarification amendments, and minor drafting refinements are within the scope of the Special Consultative Procedure and that no further consultation is required;

f) **Notes** that the Parking and Traffic Bylaw 2026 will be reviewed by no later than 2031 in accordance with section 155 of the Local Government Act 2002, or earlier if required.

g) **Notes** that following Council's discussion on 7 July 2026, staff re-engaged with the Hearing Panel and incorporated minor clarification amendments and explanatory notes relating to verge parking, motorhomes and bylaw implementation, which do not alter the purpose, intent, scope or substantive effect of the bylaw and do not require further consultation.

3. BACKGROUND

3.1. The Parking Bylaw 2019 was limited in its ability to address traffic movements, enforcement consistency and changing transport patterns across the district. A review undertaken under section 155 of the Local Government Act 2002 confirmed that replacing the existing bylaw is the most appropriate and proportionate regulatory response.

3.2. In December 2024, Council resolved to develop a new Parking and Traffic Bylaw. In December 2025, Council approved the proposed Parking and Traffic Bylaw 2026 and Statement of Proposal for consultation through the Special Consultative Procedure. The proposed bylaw was developed with input from the Utilities and Roading Committee through three workshops held during 2025.

3.3. Public consultation was undertaken from 9 February to 9 March 2026 and generated 48 submissions. Three submitters requested to be heard, with one submitter presenting at the hearing (Attachment iii, TRIM:260617144352).

3.4. The proposed bylaw modernises Council's regulatory framework by providing tools to manage parking and traffic movements, including parking zones, residents' exemption parking zones, overnight parking restrictions and traffic movement controls. These tools are enabling only and may be introduced through separate Council resolutions following investigation and, where appropriate, engagement.

4. KEY ISSUES

SUMMARY OF SUBMISSIONS AND HEARING PANEL RECOMMENDATIONS:

4.1. The Parking and Traffic Bylaw 2026 Hearing Panel met on 16 April 2026 to consider all submissions and officer recommendations. Submissions demonstrated strong overall support for replacing the Parking Bylaw 2019, with matters raised focusing primarily on implementation, enforcement and clarification of provisions rather than the overall regulatory framework.

4.2. The Hearing Panel concluded that most matters raised could be addressed through explanatory information, operational guidance and future Council resolutions, rather than changes to the bylaw framework itself.

4.3. The Hearing Panel supports adoption of the bylaw subject to the following minor amendments:

- clarification of exemptions for vehicles undertaking authorised public works and utility services (Clause 31);
- correction of a minor internal cross-reference (Clause 24);
- clarification that caravans and boat trailers are treated as trailers (Definitions / Clause 11);
- replacement of references to specific organisations with a reference to any nationally recognised mobility parking permit scheme (Clause 8); and
- reduction of the maximum continuous parking period for motorhomes from seven days to five days, aligning with trailer limits under the Land Transport (Road User) Rule 2004 (Clause 11.2).

4.4. The Hearing Panel is satisfied that these amendments do not alter the purpose, scope or intent of the bylaw as publicly consulted.

BYLAW FINALISATION AND LEGAL REVIEW:

4.5. The Hearing Panel considered a wide range of matters raised through consultation, including verge and footpath parking, motorhomes and trailers, enforcement and communication, residents' exemption parking zones, heavy vehicles, pedestrian accessibility, exemptions for public works vehicles and drafting improvements. The Panel determined that none of these matters required changes to the overall framework of the bylaw.

4.6. Following deliberations, the draft bylaw was updated to reflect the Hearing Panel's decisions and underwent independent legal review. The review confirmed that the bylaw:

- is made under appropriate empowering provisions;
- remains within the scope of consultation;
- is legally robust and enforceable; and
- contains lawful control, offence and penalty provisions.

4.7. Minor drafting refinements were also made to improve clarity, consistency and alignment with national legislation. These changes are technical in nature and do not alter the intent or effect of the bylaw. The final bylaw incorporates all Hearing Panel amendments, subsequent clarification amendments and legal refinements

COUNCIL DISCUSSION ON 7 JULY:

4.8. During Council's consideration of the bylaw on 7 July 2026, some concerns were raised regarding:

- interpretation of verge parking provisions;
- the treatment of motorhomes in relation to freedom camping; and
- how the bylaw would be implemented and enforced in practice.

4.9. Council requested that staff re-engage with the Hearing Panel before the bylaw was returned for adoption. In response, staff prepared a memorandum outlining proposed clarifications and minor drafting amendments, which were discussed with, and supported by, the Hearing Panel Chair and circulated to the Hearing Panel for comment.

4.10. As a result, the following clarification amendments have been incorporated:

- removal of duplication relating to verge parking within Clause 6;
- relocation and expansion of the explanatory note relating to verge parking to clarify the intended application of the clause, particularly in relation to parking associated with schools, sports grounds, community facilities and local events where no safety or infrastructure concerns exist;
- expansion of the explanatory note relating to motorhomes and freedom camping to clarify the distinction between vehicle parking controls under the bylaw and freedom camping provisions under separate legislation and Council controls
- confirmation that implementation will occur in accordance with Council's Compliance Framework and education-first approach; and
- commitment to review supporting guidance and public communications material to assist in bylaw understanding and implementation.

4.11. These amendments improve clarity and public understanding without introducing new regulatory controls or altering the scope, intent or substantive effect of the bylaw.

4.12. Additional explanatory wording has been included to clarify that Clause 6 is intended to protect safety, accessibility and public assets while continuing to allow reasonable community use associated with schools, sports grounds, community facilities and events where no safety issue or infrastructure damage exists.

4.13. The Regulatory Standards Act 2025 requires local authorities to assess proposed bylaws against the principles of responsible regulation and provide a Consistency Accountability Statement (CAS) on adoption. A CAS is attached and confirms that both the bylaw and the process followed to develop it have been assessed against these requirements. No inconsistencies have been identified.

4.14. Staff and the Hearing Panel are satisfied that all amendments incorporated into the final bylaw remain within the scope of the Special Consultative Procedure and do not require further consultation.

4.15. The Independent legal review confirmed that the bylaw following incorporation of the Hearing Panel's recommendations was legally robust, enforceable, and made under appropriate empowering provisions.

4.16. The subsequent clarification amendments are explanatory and minor in nature, do not alter the purpose, scope or substantive effect of the bylaw, and no issues have been identified that would prevent adoption of the bylaw.

5. OPTIONS

5.1. The following options are available to Council in relation to the Parking and Traffic Bylaw 2026.

Option 1: Adopt the Parking and Traffic Bylaw 2026 as Publicly Notified

5.2. This option would adopt the bylaw as publicly notified, without incorporating amendments arising from submissions, Hearing Panel deliberations, legal review or subsequent clarification amendments.

5.3. This option would not address matters raised through public consultation, feedback considered by the Hearing Panel, or concerns subsequently raised by Council.

5.4. Staff do not support this option.

Option 2: Adopt the Parking and Traffic Bylaw 2026 with Minor Amendments (Preferred Option)

5.5. This option involves adopting the bylaw (Attachment i, TRIM:250220027899) incorporating:

- amendments arising from submissions and Hearing Panel deliberations;
- minor legal and drafting refinements; and
- clarification amendments developed following Council's discussion on 7 July 2026.

5.6. These amendments improve clarity, consistency, understanding and implementation of the bylaw while retaining its purpose, scope and regulatory framework as publicly consulted on

5.7. Staff supports this option because it:

- responds appropriately to issues raised through consultation;
- addresses concerns raised by Council regarding verge parking, motorhomes and implementation;
- Improves clarity and implementation; and
- maintains the integrity of the Special Consultative Procedure and publicly notified proposal.

5.8. Staff recommend that Council adopt the Parking and Traffic Bylaw 2026 as set out in Attachment i (TRIM:250220027899).

Option 3: Do Not Adopt the Bylaw and Request Further Changes

5.9. Council could choose not to adopt the bylaw and instead request that further changes be investigated or consulted on.

5.10. Staff do not recommend this option. The issues raised through consultation and Council discussion have been considered by the Hearing Panel, addressed through amendments and explanatory material where appropriate, and independently reviewed for legal robustness. Further changes are not considered necessary to achieve the purpose of the bylaw.

Option 4: Do Not Adopt a Bylaw

5.11. Council could choose not to adopt a replacement bylaw.

5.12. This option is not recommended. If a replacement bylaw is not adopted, the Parking Bylaw 2019 will lapse in December 2026. As a result, Council would lose its ability to establish and enforce many local parking restrictions and controls across the district, including time restrictions and other parking management provisions. This would significantly limit Council's ability to manage parking, accessibility and safety related issues and would be inconsistent with Council's previous decision to develop a replacement bylaw.

Hearing Panel Determination

5.13. The Hearing Panel is satisfied, and independent legal advice confirms, that the recommended amendments including minor drafting and legal refinements are within the scope of the Special Consultative Procedure and do not require further consultation.

5.14. The amended bylaw is considered legally robust, within scope, and fit for purpose, providing confidence that it is appropriate for adoption.

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

6. STRATEGIC ALIGNMENT AND COMMUNITY VIEWS

Mana Whenua Engagement

6.1. The subject matter of this report is not likely to be of specific interest to mana whenua. Te Ngāi Tūāhuriri hapū had the opportunity to participate in the Special Consultative Procedure.

Groups, Organisations and the Wider Community

6.2. There are groups, organisations, and members of the wider community likely to be affected by, or to have an interest in, the subject matter of this report.

6.3. Residents, businesses, service providers, mobility-impaired users, rural contractors, utility providers, and road users across the district are affected by the bylaw. Community views have been fully considered through submission analysis and Hearing Panel deliberations.

Implications for Community Wellbeing

6.4. There are implications for community wellbeing arising from the recommendations in this report.

6.5. The bylaw directly affects how public road space, footpaths, and verges are used and managed across the district. The issues and options considered in this report have implications for community safety, accessibility, mobility, and amenity, particularly for pedestrians, mobility-impaired users, residents, businesses, and service providers.

6.6. The Parking and Traffic Bylaw 2026 supports:

- safer and more accessible pedestrian environments;
- fair and consistent management of parking and traffic behaviour; and
- improved amenity and protection of public spaces.

Community Outcomes and Strategic Priorities

6.7. The bylaw supports several of Council's Community Outcomes, particularly those relating to social, environmental, and economic wellbeing.

6.8. In particular, the bylaw contributes to:

- Social wellbeing, by promoting safe, accessible, and inclusive public spaces and supporting equitable access to essential transport infrastructure, including footpaths and the Continuous Accessible Path of Travel.
- Environmental wellbeing, by protecting the safety and functionality of the natural and built environment within the road corridor, including verges, footpaths, and public spaces.
- Economic wellbeing, by providing a clear, consistent, and enforceable regulatory framework that supports efficient use of road space, enables business and service activity, and provides certainty for residents and service providers.

6.9. Overall, the bylaw supports Council's outcomes for safe, healthy, and accessible environments that meet the needs of a growing and diverse community now and into the future.

6.10. The Council's Strategic Priorities are relevant to the actions arising from recommendations in this report.

6.11. The bylaw aligns most closely with the following Strategic Priorities adopted through the Long-Term Plan:

- Enhance community wellbeing, safety, inclusivity and connectedness, by prioritising pedestrian safety, accessibility, and consistent management of parking and traffic behaviours across the district.
- Advance an integrated and accessible transport network, by establishing a clear, district-wide framework that supports safe movement, accessibility, and effective use of the transport network for all users.

- Protect and enhance the resilience of our natural and built environment, by managing vehicle activity within the road corridor in a way that supports safety, amenity, and long-term infrastructure performance.

6.12. The recommendations seek to balance safety, accessibility, and practicality, ensuring regulatory tools remain proportionate while supporting Council's broader strategic direction.

6.13. The bylaw provides a proportionate and enabling regulatory framework that supports Council's strategic direction while maintaining flexibility through implementation by resolution.

7. OTHER IMPLICATIONS AND RISK MANAGEMENT

Financial Implications

7.1. There are no material financial implications arising from the decisions sought by this report.

7.2. Adoption of the bylaw does not require additional capital expenditure, new operational funding, or amendments to existing budgets.

7.3. Funding for implementation, enforcement, education, and communications is provided for within existing Annual Plan and Long-Term Plan budgets.

7.4. Education, public guidance, and enforcement activities associated with implementation of the bylaw will be delivered within existing business-as-usual resources of the Environmental Services and Roading Units. Implementation will be prioritised and staged to reflect available capacity and operational risk.

7.5. Implementation will be progressive and risk-based, with controls introduced through Council resolution as required.

7.6. As no new expenditure is proposed, there are no impacts on rates, Development Contributions, or budgets outside those already adopted. Referral to the Finance Team is not required.

Community Resilience and Sustainability

7.7. The recommendations have minor positive sustainability and climate change impacts, including:

- improved protection of footpaths, verges, and public spaces;
- safer and more accessible pedestrian environments that support walking and other forms of active transport; and
- more efficient and consistent management of the road corridor, supporting long-term infrastructure resilience.

7.8. No specific mitigation measures are required, as the recommendations do not involve new infrastructure, increased vehicle use, or additional emissions beyond existing activity.

7.9. The decisions sought in this report are consistent with the Council's Natural Environment Strategy Framework.

7.10. The Parking and Traffic Bylaw 2026 supports the framework's objectives by promoting safe and orderly use of the built environment, protecting public spaces, and supporting resilient infrastructure outcomes.

7.11. Other community resilience considerations include improved safety, accessibility, and certainty for residents, service providers, and road users. A clear and consistent regulatory framework, supported by education-focused implementation, contributes to confidence in the use and management of shared public spaces.

Risk Management

7.12. There are risks arising from the adoption and implementation of the recommendations in this report.

7.13. The legal risks associated with bylaw adoption have been mitigated through independent legal review and refinement of the final draft, ensuring alignment with statutory powers and relevant national legislation.

7.14. A potential implementation risk identified through Council discussion relates to community understanding of verge parking, motorhome parking and enforcement expectations. This risk will be mitigated through updated public information, staff guidance, and application of Council's Compliance Framework, which emphasises education, engagement and proportionate enforcement responses.

7.15. These mitigation measures align with Council's Risk Management Framework and operational risk management practices.

Health and Safety

7.16. There are health and safety risks arising from the adoption and implementation of the recommendations in this report.

7.17. The Parking and Traffic Bylaw 2026 enhances public health and safety by protecting Continuous Accessible Path of Travel routes, reducing unsafe parking behaviours, and enabling appropriate traffic and parking controls.

7.18. Enforcement activities involve public-facing and on-road work and will be managed in accordance with Council's Health and Safety Management System and relevant Promapp processes, including:

- Identify, Assess and Manage Health and Safety Risks;
- Contractor Health and Safety Management; and
- Working Alone and Fatigue Management.

7.19. All activities arising from implementation of the recommendations will be managed in accordance with the *Health and Safety at Work Act 2015* and associated regulations.

8. CONTEXT

Consistency with Policy

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

8.2. The draft Parking and Traffic Bylaw 2026 has been consulted on in accordance with statutory requirements. The subsequent Hearing Panel recommendations relate only to clarifications, controlled exemptions, and minor amendments that do not alter the draft bylaw's intent or scope.

8.3. The proposed course of action is consistent with the Council's Significance and Engagement Policy 2023, and no further consultation is required.

Authorising Legislation

8.4. The recommendations in this report are made pursuant to the following legislation:

- *Local Government Act 2002 (sections 145, 146 and 155);*
- *Land Transport Act 1998 (section 22AB);*
- *Land Transport (Road User) Rule 2004;*
- *Land Transport Rule: Traffic Control Devices 2004;*
- *Local Government Act 1974 (section 356 – removal of vehicles); and*
- *Land Transport (Storage and Towage Fees for Impounded Vehicles) Regulations 1999.*

8.5. Independent legal review has confirmed that these provisions provide an appropriate and sufficient statutory basis for the bylaw.

8.6. The requirements of *the Regulatory Standards Act 2025*, which come into effect on 1 July 2026, have also been considered. The Parking and Traffic Bylaw 2026 and its development process have been assessed against the principles of responsible regulation, with the Summary of Underpinning Analysis and Consistency Accountability Statement confirming that the bylaw is consistent with those principles and that no inconsistencies have been identified.

Authorising Delegations

8.7. Council has authority to adopt bylaws. Administration of the adopted bylaw is delegated to the Utilities and Roading Committee in accordance with Delegation S-DM 1024.

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WAIMAKARIRI DISTRICT COUNCIL
PARKING AND TRAFFIC BYLAW 2026

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This Parking and Traffic Bylaw was adopted at a Council meeting held on 4 August 2026

Deleted: 7 July

_____
Chief Executive

_____
Governance Manager

WAIMAKARIRI DISTRICT COUNCIL

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Waimakariri District Council Parking Bylaw 2026

1. General

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

1.2 The bylaw comes into force on 10 August 2026.

1.3 The bylaw is made pursuant to sections 145 and 146 of the *Local Government Act 2002* and section 22AB of the *Land Transport Act 1998*.

2. Purpose

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

3. Definitions

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

Agency means Waka Kotahi NZ Transport Agency (Waka Kotahi)

Authorised Officer means any person appointed or authorised by the Council to act as an Authorised Officer or Enforcement Officer under this Bylaw, including Parking Wardens appointed under section 128D of the Land Transport Act 1998 and Police Officers.

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

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

District Plan means the Waimakariri District Plan prepared and maintained under the Resource Management Act 1991, which sets out the objectives, policies, and rules for the use, development, and subdivision of land within the district.

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

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Enforcement Officer means any person appointed by the Council under the Local Government Act 2002 or the Land Transport Act 1998 to enforce parking and traffic regulations, including this Bylaw.

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

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

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

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

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

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

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

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

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

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

Rural Area means any area zoned rural under the District Plan, including lifestyle blocks and farmland.

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Urban Area means any area zoned residential, commercial, or industrial under the District Plan.

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

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

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

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

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

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

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

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

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

4. Resolutions Made Under the Bylaw

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

(a) regulate, control, or prohibit any matter relating to parking, traffic movement, or road use, either generally or for specific classes of vehicles or situations;

(b) apply to all vehicles or traffic, or to any specified class of vehicles or traffic using a road;

(c) apply to any road, part of a road, greenspace adjoining a road, building, transport station, or parking place under the care, control, or management of the Council; or

(d) apply during specified times or periods as determined by Council resolution.

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

4.3 All resolutions made under the bylaw by the Council may be recorded in the Parking and Traffic Controls register and published on the Council's website alongside the bylaw.

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PART 1 - PARKING

5. Stopping, Standing and Parking of Vehicles

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

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

(a) time restricted parking;

(a) the restriction on parking by heavy motor vehicles on any specified road during specified hours or for a period that exceeds a specified period;

(b) a bus stop;

(c) a loading zone;

(d) parking at an angle to the roadway

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

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

6. No Parking on Certain Parts of the Road

Explanatory Note: The purpose of this clause is to protect public safety, accessibility, road infrastructure and verges from damage. Parking outside the roadway is generally prohibited in urban areas (e.g. Kaiapoi, Oxford, Rangiora and Woodend) unless expressly permitted by Council. In rural areas, parking on verges is generally permitted unless it causes damage, poses a safety hazard, or is otherwise restricted by Council resolution.

This clause is not intended to prevent reasonable community use associated with schools, sports grounds, community facilities or events where no safety issue or asset damage exists.

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

(a) on any part of the road laid out as a cultivated area, including gardens, grassed areas, or landscaped verges;

(b) on verges if it causes any damage to the verge, Council infrastructure, or poses a safety hazard;

(c) on verges in urban areas, unless expressly permitted by the Council;

(d) on verges in rural areas, except where permitted under this clause;

Deleted: if the parking causes damage to the verge, Council assets, or poses a safety hazard

(e) on any part of the road that is separated from the roadway by a kerb and designed primarily for pedestrian use or landscaping — including paved or

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surfaced areas with or without planting — unless expressly permitted by the Council.

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

6.3 A person may stop, stand or park a vehicle in contravention of clause 6.1 if:

(a) that part of the road is designed for or constructed to accommodate a parked vehicle; or

(b) an Authorised Officer has given written permission to stop, stand or park a vehicle in that part of the road; or

(c) the Council, by resolution, has allowed vehicles to stop, stand, or park in that part of the road.

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

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

7. Temporary Discontinuance of a Parking Space

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

7.2 Parking restricted under 7.1 may be limited to specified vehicles or classes of vehicles at such parking places.

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7.3 No person may -

(a) stop or park a vehicle at:

i. a parking place affected by a temporary 'No Stopping' sign or other traffic controls under subclause (7.1); or

ii. a parking place affected by a sign or traffic control under subclause (7.2) unless:

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

(b) remove any signs or traffic controls authorised under subclauses (7.1) or (7.2).

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

8. Parking for Mobility Parking Permit

8.1 The Council may, by resolution, reserve any specified parking place either generally or at specified times for the exclusive use of any person that displays a Mobility Parking Permit issued under any nationally recognised mobility parking permit scheme, in accordance with the provisions of the Land Transport (Road User) Rule 2004.

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

9. Removal of Vehicles

9.1 An Enforcement Officer may authorise the removal of any vehicle from any part of the road reserve or Council-managed land, in accordance with the Council's powers under the Land Transport Act 1998, where the vehicle contravenes this bylaw, any resolution made under this bylaw or creates a hazard or obstruction.

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

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

10. Immobilised and Immobile Vehicles

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

10.2 Any vehicle in breach of clause 10.1 may be removed by the Council to a place nominated by the Council.

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

11. Motorhomes and Trailers

11.1 A person must not park a trailer on any road or public place for a period exceeding five days, unless written consent is granted by the Council or an Authorised Officer, and the trailer is parked in accordance with any conditions imposed in the consent. (See Rule 6.19 of the Land Transport (Road User) Rule 2004.)

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

11.3 A person will breach clause 11.1 or clause 11.2 where a trailer or motorhome is moved and returned to the same or a nearby location within the applicable time period of five days, except where consent has been given under clause 11.1 or clause 11.2 to park for a longer period.

Explanatory note: For clarity, boats and caravans that are towed are treated as "trailers" for the purposes of this bylaw. This reflects the definition and treatment of trailers under the Land Transport (Road User) Rule 2004.

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Clause 11 regulates the parking of motorhomes and trailers as vehicles. It does not regulate whether a vehicle is occupied or being used for overnight accommodation. Matters relating to freedom camping and overnight occupation of vehicles are addressed under separate legislation and Council controls.

12. Working on Vehicles

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

13. Parking Zones

13.1 The Council may, by resolution:

(a) designate an area to be a Parking Zone with restrictions that apply in that Parking Zone ("Parking Zone controls")

(b) reserve any road, land, or building under the Council's care, control, or management to be a Parking Zone, which will be subject to parking restrictions set by Council resolution;

(c) specify the vehicles or classes of vehicle that can or cannot use a Parking Zone;

(d) prescribe the restrictions that apply, including but not limited to, the times, manner, and other conditions for parking vehicles or classes of vehicles in a Parking Zone; or

(e) make provision for the efficient management and control of a Parking Zone.

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

Explanatory Note: Parking Zones may include Residents' Exemption Parking Zones, which are subject to additional conditions as outlined in Clause 14.

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14. Residents' Exemption Parking Zone

14.1 The Council may, by resolution:

(a) reserve any Parking Zone or part thereof, as a residents' exemption parking area. This is for the use of persons who reside in the vicinity;

(b) prescribe any fees to be paid annually or on a pro-rata basis, as determined by Council policy;

(c) define the method by which such fees may be paid, in accordance with Council's standard payment options; or

(d) specify which parking restrictions permit holders are exempt from, including exemptions from time limits in designated Parking Zones such as P120 areas.

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

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

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

15. Reserved Parking Areas

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

(a) motorcycles;

(b) cycles, including bicycles and power-assisted cycles (commonly known as e-bikes);

(c) electric scooters and other wheeled recreational devices;

(d) electric vehicles, while in the course of being recharged at an electric vehicle charging station;

(e) goods service vehicles;

(f) heavy motor vehicles;

(g) taxis;

(h) buses and coaches, both public and commercial;

(i) vehicles in the course of loading or unloading goods or passengers ('loading zone');

(j) vehicles used by pregnant persons or by persons accompanied by infants or young children;

(k) car share vehicles;

(l) carpooling vehicles;

(m) oversize vehicles, trailers, boats or caravans;

(n) diplomatic or consular corps vehicles;

(o) members of the judiciary vehicles;

(p) medical practitioner vehicles; and

(q) mobile traders using stands or stalls.

15.2 In making a resolution under clause 15.1, the Council may prescribe –

(a) the days and times that the reserved parking applies;

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(b) any time limits that may apply to those using the reserved parking (for example, in loading zones), and the days and times that any such limits will apply;

(c) the period (if any) for which no fee or charge applies to the reserved parking;

(d) any fees to be paid (annually, on an hourly basis, or otherwise) for the use of the reserved parking;

(e) the manner by which any such fees may be paid; and

(f) for carpooling vehicles, the minimum number of permits that must be displayed or held for a parked vehicle.

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

(a) the area is clearly marked as requiring a Council-issued parking permit;

(b) the person holds a valid permit for that area and complies with all conditions set by the Council; and

(c) the permit is displayed prominently in the vehicle so it can be easily read from outside.

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

16. Overnight Parking Restriction

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

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

16.3 A person must not stop, stand, or park a vehicle in contravention of any overnight parking restriction.

17. Mobile Trading

17.1 Mobile trading vehicles must not:

(a) obstruct the flow of road users, including vehicles and pedestrians;

(b) block access to private property or public facilities; or

(c) create a hazard or unsafe condition for other road users.

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

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

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PART 2 – TRAFFIC MOVEMENTS

18. Turning

18.1 The Council may, by resolution, prohibit or restrict:

(a) vehicles or classes of vehicles on any road from turning to the right or to the left or from proceeding in any other direction; and

(b) vehicles turning from facing or travelling in one direction to facing or travelling in the opposite direction (performing a U-turn on specified roads)

18.2 Any resolution made under clause 18.1 may specify the hours or days of the week that a restricted turning movement may be made (if any).

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

19. One-Way Roads

19.1 The Council may, by resolution, require vehicles on roads or part of a road to travel in one specified direction only. The Council may specify in a resolution made under clause 19.1 that cycles may travel in the opposite direction on a one-way road.

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

20. Special Vehicle Lanes

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

20.2 Any resolution made under clause 20.1 must specify, as the case may be –

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(a) the type of special vehicle lane; and

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

20.3 A person must not use a special vehicle lane contrary to any restriction made by the Council under clause 20.2.

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21. Shared Paths

21.1 The Council may, by resolution, determine the length and location of a shared path, cycle path or cycle lane, the priority for users and any restrictions or conditions.

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

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22. Shared Zones

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

22.2 Any resolution made under clause 22.1may specify –

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(a) whether the shared zone may be used by specified classes of vehicles;

(b) the days and hours of operation of the shared zone (if they differ from 24 hours per day, 7 days per week); and

(c) any other restrictions on how the shared zone is to be used by the public, including how road users, such as vehicles and pedestrians, will interact.

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

22.4 Where a parking place is located within a shared zone, parking is permitted only in areas that are:

(a) clearly marked or signed for parking; and

(b) subject to any restrictions or conditions imposed by the Council through resolution.

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

23. Keep Clear Zone

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

23.2 Any vehicle found stopped, standing, or parked within a "Keep Clear Zone" may be subject to immediate removal, and the owner may incur fines or towing charges

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

24. Unformed Legal Roads

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

24.2 A person must not use a motor vehicle on an unformed road contrary to a resolution made by the Council under clause 24.1.

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25. Traffic Control by Vehicle Type

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

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

25.3 The Council may permit exceptions for:

(a) loading or unloading goods or passengers;

(b) emergency services;

(c) road maintenance;

(d) maintenance of utility provider assets; and

(e) maintenance of public transport infrastructure.

25.4 If the Council considers it necessary or desirable to address the effects or likely effects of heavy traffic, it may, by resolution:

(a) prohibit heavy traffic likely to cause serious road damage; or

(b) require operators of such vehicles to:

i. give security that no special damage will occur to any road by reason of that vehicle or specified class of heavy traffic;

ii. pay any reasonable sum as compensation for any damage to any road likely to occur by reason of that heavy vehicle or specified class of heavy traffic;

iii. pay in advance the relevant authority's estimate of the cost of reinstating the road for any damage.

26. Engine Braking Ban

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

26.2 A person must not use engine braking on any road in contravention of a prohibition or restriction made by the Council under clause 26.1.

Deleted: 26.1

DRAFT

PART 3 - ADMINISTRATIVE

27. Enforcement Officers

27.1 Enforcement Officers have the authority to:

(a) issue infringement notices or take any other enforcement action as appropriate to enforce any breach of the bylaw; or

(b) manage road safety and traffic control, including the power to move vehicles that constitute a traffic hazard.

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

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

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

28. Defences

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

(a) the act complained of was done in an emergency on the road or immediately adjoining the road; or

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

(c) that they were experiencing a medically related event and took all reasonable care to avoid causing an accident or any injury.

29. Offences

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

29.2 Without limiting clause 29.1, an offence is committed by any person who contravenes any traffic sign, road marking, notice or device installed or placed to give effect to a restriction or prohibition under this Bylaw.

30. Penalties

30.1 Every person who commits an offence against the bylaw will be liable for the penalties under the Land Transport Act 1998 (and the regulations made under that Act) or the Local Government Act 2002, as applicable including the issue of infringement notices for any infringement offences.

DRAFT

31. Exempted Vehicles

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

(a) an emergency services vehicle; or

(b) a vehicle that is used by an Authorised Officer; or

(c) a vehicle that is actively undertaking authorised public works or utility services, to the extent necessary to carry out those works or services.

32. Revocations and Savings

32.1 The Parking Bylaw 2019 is hereby revoked.

32.2 Any approval, permit or other act of authority which originated under or was continued by the bylaw revoked in clause 32.1 that is continuing at the commencement of the bylaw, continues to have full force and effect for the purposes of the bylaw, but is subject to the application of any relevant clauses in the bylaw.

Deleted: 32.1

32.3 The resolutions of the Council made or continued under the bylaws revoked under clause 32.1 continue to have full force and effect for the purposes of the bylaw as if they were resolutions made under the bylaw.

Deleted: 32.1

32.4 Any approval, permit or resolution in force immediately before the commencement of this bylaw continues in force until it is replaced, amended or revoked.

33. Review of Bylaw

33.1 A comprehensive review of the bylaw shall be carried out no later than 4 August 2031.

33.2 The Council reserves the right to carry out an early review of any aspect of the bylaw that has not been found to have been effective in addressing identified user conflicts, health and safety concerns and matters of public nuisance.

DRAFT

WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF THE HEARING AND DELIBERATIONS OF THE PARKING AND TRAFFIC BYLAW 2026 WHICH WAS HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON THURSDAY 16 APRIL 2026, COMMENCING AT 9AM

HEARING PANEL MEMBERS PRESENT

Councillor B Cairns (Chairperson)
Councillor T Bartle
Councillor J Goldsworthy
Councillor B McLaren

IN ATTENDANCE

G Maxwell (Business and Project Adviser), S Binder (Senior Transport Engineer), J Mc Bride (Roading and Transport Manager), B Charlton (Environmental Services Manager) and K Rabe (Governance Advisor)

At the commencement of the meeting, the Governance Team Leader, T Kunkel, took the Chair and welcomed the members to the hearing and deliberations of the Parking and Traffic Bylaw

T Kunkel called for nominations for a Chairperson for the Hearing Panel.

1. APPOINT A HEARING PANEL CHAIRPERSON

T Kunkel called for nominations for a Chairperson for the Hearing Panel.

Moved Councillor Goldsworthy Seconded: Councillor T Bartle

THAT Councillor B Cairns be appointed as Chair of the Parking and Traffic Bylaw 2026 Hearing Panel.

CARRIED

The Governance Team Leader vacated the Chair in favour of the elected Chairperson, Councillor Cairns .

2. APOLOGIES

Moved: Councillor Goldsworthy Seconded: Councillor Bartle

THAT the Parking and Traffic Bylaw Hearing Panel:

(a) **Received** and **sustained** a request for leave of absence from Councillor W Doody.

CARRIED

3. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

4. HEARING OF SUBMISSIONS

TIME	SUBMITTER	COMMENTS
9.00am	Mr and Mrs Prescott	Mr Prescott tabled photographs showing large trucks parked on Cattermole Street, Sovereign Downs, Kaiapoi. He outlined the following concerns: • Vehicles passing the parked trucks were required to cross onto the incorrect side of the road. • A bend immediately preceding the parking area limited visibility of approaching traffic. • Vehicles travelling in opposite directions frequently met around the bend, requiring one vehicle to reverse to allow the other to pass. • Trucks were predominantly parked overnight and during weekends; however, there were instances of trucks parking on weekdays. • Trucks departed as early as 5.00am, causing disturbance to residents due to noise and vibration from idling engines. • There were safety concerns for children riding bicycles, who were required to move onto the wrong side of the road when passing the trucks, with little visibility of oncoming traffic. • Council staff had been unable to assist, as there was currently no mechanism to prevent trucks from parking on public roads. • Sight lines for residents exiting their properties were obscured. • In some instances, driveways were partially obstructed due to the narrowness of the road, requiring residents to undertake multi-point manoeuvres to exit. • Mr Prescott had contacted the companies involved and had achieved some success in relocating the trucks to Williams Street for overnight parking. In response to a question from Councillor Bartle regarding parking on both sides of Cattermole Street, Mr Prescott confirmed that parking occurred on both sides. He advised that if a vehicle was parked on the opposite side, there was insufficient space for another vehicle to pass, particularly for emergency vehicles. Councillor Goldsworthy questioned why companies were parking vehicles in a residential street. Mr Prescott responded that this enabled drivers to make an early start toward Picton without having to collect their loads from town. He also noted that afternoon parking allowed drivers to avoid the 5.00pm traffic peak, enabling them to reach Christchurch the following morning. .

TIME	SUBMITTER	COMMENTS
		Councillor McLaren enquired whether a No Parking restriction would address Mr Prescott concerns. Mr Prescott was not supportive of this option, noting that it would restrict visitor parking for residents. Instead, he suggested installing signage, similar to that used in Christchurch, to prevent heavy vehicles from parking in narrow residential streets. Councillor Cairns questioned whether alternative streets might be more suitable for heavy-vehicle parking. Mr Prescott advised that Williams Street had sufficient capacity and noted that, following discussions with the companies concerned, they had subsequently chosen to park there. Councillor Cairns asked staff whether signage could be installed in such an instance. S Binder explained that this would require adoption of the Parking and Traffic Bylaw 2026, after which staff could apply the bylaw as appropriate, including the installation of signage to prohibit heavy vehicle parking in residential streets

5. HEARING PANEL DELIBERATIONS

5.1. **Parking and Traffic Bylaw 2026 – Hearing Panel Report and Officer Recommendations** – G Maxwell (Business and Projects Advisor) and S Binder (Senior Transport Engineer)

The report presented the results of the public consultation on the Draft Parking and Traffic Bylaw 2026. Forty-eight submissions had been received, with one submitter requesting to be heard. The report also included a copy of all submissions received during the consultation period.

Overall, the feedback indicated strong support for replacing the Parking Bylaw 2019 with the proposed Parking and Traffic Bylaw 2026. The primary matters raised related to clarification of definitions, the enforcement approach, communications, and consistency. There were limited objections to the overall framework of the proposed Bylaw.

Discussion and responses to submission requests for changes to the Bylaw

(a) Legislative Definitions

The Panel agreed that the Bylaw should align with the definitions set out in primary legislation to minimise confusion and maintain consistency.

During discussions regarding when parking on a berm was permissible, it was confirmed that the rules were clear. In rural areas, parking on a berm was permitted unless it caused damage. In urban areas, parking on verges was not permitted. In situations where a road was considered rural on one side and urban on the other (for example, Coldstream Road or River Road), the Council would determine which rule applied.

The Panel held a general discussion regarding rural schools and the practice of parking on grassy verges during student drop-off and pick-up times. It was noted that many of these verges had sustained damage over the winter months, and questions were raised about how responsibility for such damage could be determined.

B Charlton advised that staff had taken a practical approach in these situations. This initially involved discussions with the school to identify potential mitigation measures. Where appropriate, the approach was broadened to include other stakeholders and relevant Council departments, such as roading, alongside investigations into improved parking management and drop-off arrangements to reduce ongoing damage. A similar approach had been applied at Clarkville School and was already demonstrating positive outcomes.

(b) Motorhomes

The Panel discussed concerns that some motorhome owners had purchased vehicles without a clear understanding of where or how they would be stored, often resulting in on-street parking. It was acknowledged that trailers, motorhomes, and caravans frequently utilised public streets for parking and, in some cases, circumvented enforcement by moving vehicles short distances while remaining outside the same property.

The Panel considered the permitted duration for which vehicles could remain parked in one location, noting that this varied by vehicle type. As legislation allowed a maximum of five days, the Panel agreed that, for clarity and consistency, the Parking and Traffic Bylaw should specify a maximum of five days for any type of vehicle to remain parked in one location.

The Panel also discussed the distinctions between motorhomes, caravans, trailers, and boat trailers as defined in the Bylaw. While motorhomes and trailers were defined separately, caravans were not specifically included. The Panel agreed that caravans should be incorporated within the definition of trailers, alongside boat trailers, as they were effectively trailers. It was agreed that an explanatory note should be added to clarify that, within the Waimakariri District, caravans were treated as trailers to avoid confusion.

The Panel was informed that a permit could be issued for prolonged parking; however, this would apply only if no complaints were received from neighbouring properties. If a complaint were received after a permit had been issued, the permit could be revoked.

Further discussion noted that when a trailer was connected to a vehicle, it was no longer considered a separate trailer but formed part of the vehicle. As such, it could be parked on the road for a longer period. This provision was set by legislation and could not be amended.

In response to a query regarding people living in vehicles parked on the street overnight, staff advised that this matter was addressed under Freedom Camping provisions, which applied to any vehicle adapted to accommodate someone staying overnight.

(c) Enforcement

Staff advised that the Council follow an education-based and practical approach to enforcement and generally issue fines only to repeat offenders. It was noted, however, that this approach was not always viewed favourably by complainants.

The Panel had no further comment on this section.

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(d) Residents' Exemption Parking Zones

Staff confirmed that residents' exemption parking zones would apply only to very limited areas within town centres and were not expected to be widely available. Each exemption would be assessed on a case-by-case basis.

The Panel had no further comment on this section.

(e) Location – Specific Parking Concerns

The Panel had no comment on this section.

(f) Heavy Vehicles, Trade Vehicles and Oversized Equipment

This matter had been discussed in detail, and it was noted that the signage issue would be addressed as part of the public consultation process.

(g) Driveway Crossings, Mobility Devices and Pedestrian Access

Councillor McLaren queried whether a person was permitted to park across his own driveway while unloading a caravan. Staff advised that parking on the street across any driveway, including one's own, was illegal; however, it was noted that a complaint was unlikely where the parking was short-term and solely for the purpose of unloading.

The Panel had no further comment on this section.

(h) Exemptions for Public Works and Utility Vehicles

Councillor Cairns asked whether emergency or utility vehicles were permitted to park in mobility parking spaces. Staff advised that there were no exemptions for utility or emergency vehicles. Only vehicles displaying a valid mobility permit were permitted to use mobility parking spaces, except in situations involving an active emergency where no alternative parking was available, and there was insufficient time to implement traffic management measures.

(i) Minor Drafting Correction

Staff confirmed that a typographical error had been identified and corrected.

(j) Mobile Trading

The Panel queried the reference to an "authorising officer" and was advised that this referred to an enforcement officer. Staff noted that mobile trading vehicles were generally required to move on only for safety reasons or where they were obstructing traffic flow, either on the roadway or within pedestrian areas. It was further noted that the Open Spaces Strategy would address mobile trading matters in greater detail.

(k) Parking for Mobility Parking Permits

In response to a query regarding references to "CCS Disability Parking Permits" and "Sommerville Disability Support Services," staff advised that this wording was intended to confirm that disability parking permits issued in other parts of the country were recognised within the district. The Panel requested that specific organisational references be removed and replaced with a general explanation referencing permits issued under the national scheme.

(l) Removal of Vehicles from Off-Street Parking Areas

Councillor Cairns queried whether this provision applied to reserve land owned by the Council. Staff advised that removing vehicles from reserve land required a formal, potentially lengthy process, whereas vehicles parked on streets or in parking areas could be dealt with immediately.

The Chairperson thanked staff for their assistance, and the Panel proceeded to consider the recommendation.

Moved: Councillor McLaren Seconded: Councillor Goldsworthy

THAT the Parking and Traffic Hearing Panel:

(a) **Received** Report No. TRIM number 260409092419;

(b) **Received** and **considered** all submissions on the Parking and Traffic Bylaw 2026; and

(c) **Noted** that staff would prepare an amended draft Parking and Traffic Bylaw 2026 reflecting the Panel's decisions and report to Council for final adoption on 7 July 2026.

CARRIED

The Chairperson thanked members of the Hearing Panel for their attendance and input.

THERE BEING NO FURTHER BUSINESS, THE HEARING AND DELIBERATIONS CONCLUDED AT 10.35 PM.

CONFIRMED



_____
Chairperson
Councillor Brent Cairns

4 May 2026

_____
Date

Draft Parking and Traffic Bylaw 2026

Consultation Outcomes and Hearing Panel Recommendations

Consultation Overview

Public consultation on the Draft Parking and Traffic Bylaw 2026 was undertaken from 9 February to 9 March 2026. Feedback was sought via direct email to previous submitters, Let's Talk Waimakariri subscribers, flyer drops, and Council social media.
A total of 48 submissions were received, with 95.8% of respondents residing or operating within the Waimakariri District.

Assessment Framework

Submissions were assessed to determine whether issues raised:

- required amendment to the Draft Bylaw
- could be addressed through explanatory material, guidance, or operational policy; or
- were outside the scope of bylaw regulation

Assessment was guided by legal scope, enforceability, proportionality, and consistency with national legislation.

Hearing Panel Decision Summary

The Hearing Panel:

- Received and considered all submissions
- Supported the overall officer recommendations and bylaw framework
- Recommended retaining the Draft Bylaw with minor amendments only
- Directed that an amended Bylaw be prepared for Council adoption

No changes were made to the overall scope, intent, or structure of the Bylaw.

Changes to the Bylaw

The Hearing Panel recommended the following targeted amendments:

1. **Clause 12 — Motorhomes and Trailers**
   Amend to:
   - reduce the maximum continuous parking period for motorhomes from 7 days to 5 days, aligning with trailer time limits for clarity and consistency; and
   - include an explanatory note confirming that caravans (and boats on trailers) are treated as "trailers" for enforcement purposes.
2. **Clause 25 — Unformed Legal Roads**
   Amend to correct a minor internal cross-reference (editorial correction only).
3. **Clause 32 — Exempted Vehicles**
   Amend to include vehicles used for public works, infrastructure, and utility services when undertaking approved works, subject to appropriate conditions (e.g. CAR, TTMP, or written Council approval).
4. **Clause 9- Parking for Mobility Permit Holders**
   Amend to replace references to specific mobility permit providers with a reference to any nationally recognised mobility parking permit scheme, improving flexibility and future proofing the provision.

Matters Addressed Through Guidance (No Bylaw Change)

The Panel supported addressing the following matters through explanatory notes and operational guidance, rather than bylaw amendment:

- Application of verge and footpath rules in rural vs urban areas
- Clarification that boats and caravans are treated as trailers
- Guidance on driveway crossings and footpath obstructions (CAPT)
- Clear communication of enforcement expectations

Overall Outcome

The Hearing Panel recommends that Council adopt the Parking and Traffic Bylaw 2026, subject only to the targeted amendments outlined above.
The proposed changes:

- do not alter the intent or scope of the Bylaw

- maintain an enabling framework, with detailed controls implemented through Council resolutions and operational practice

Clause 5 — Stopping, Standing and Parking of Vehicles

Response ID	Submission comments	Officer analysis & recommendations	Hearing Panel Decision
6627621	Some time restrictions are unsuitable for the purposes for which some people park.	No amendment recommended. The Draft Bylaw enables Council to set and adjust time limits by resolution in response to changing demand.	Supports officer recommendation – no amendment to the Bylaw.

Clause 6 — No Parking on Certain Parts of the Road (Footpaths, Verges, Berms)

Response ID	Submission comments	Officer analysis & recommendations	Hearing Panel Decision
6608263	Stopping people parking on footpaths is important; some towns only have a footpath on one side of the road. Immediate fines preferred.	No amendment recommended. Parking on footpaths is already prohibited under national legislation. Enforcement approach is an operational matter to be addressed through policy, guidance, and communication.	Supports officer recommendation – no amendment to the Bylaw (enforcement matters addressed operationally).
6630781	Berms should be maintained by Council; concerns for elderly residents.	No amendment recommended. This is outside the scope of the bylaw and relates to maintenance responsibilities and service levels.	Supports officer recommendation – no amendment to the Bylaw (out of scope – operational/policy matter).
6625236	Parking on west side of Church Street obstructs visibility.	No amendment recommended. This is a location-specific issue best addressed through traffic assessment or Council resolution.	Supports officer recommendation – no amendment to the Bylaw (site-specific matter).

Clause 7 — Parking of Mobility Devices on Footpaths

Response ID	Submission comments	Officer analysis & recommendations	Hearing Panel Decision
6608263	Notes challenges for mobility users due to insufficient or obstructed footpaths.	No amendment recommended. Parking on footpaths is already prohibited under national legislation, and existing provisions adequately protect pedestrian and mobility access.	Supports officer recommendation – no amendment to the Bylaw (existing provisions sufficient).

Clause 9 — Parking for Mobility Permit Holders

Response ID	Submission comments	Officer analysis & recommendations	Hearing Panel Decision
6625594	Requests 15-minute parking near High Street blood testing be extended to 30 minutes and provide mobility spaces at the rear.	This is an operational matter appropriately addressed through a Council resolution adjusting time limits or parking arrangements near medical facilities. No amendment to the Bylaw is recommended.	Supports officer recommendation – no amendment to the Bylaw (to be addressed via Council resolution/operational changes).
6630781	Mobility permit holders should be able to stay as long as needed. Emphasis on accessibility rather than revenue.	Matters relating to the length of stay for mobility permit holders and the balance between accessibility and parking enforcement are policy and operational issues rather than bylaw drafting matters. No amendment to the Bylaw is recommended.	Supports officer recommendation – no amendment to the Bylaw (policy/operational matter).

Clause 12 — Motorhomes and Trailers

Response ID	Submission comments	Officer analysis & recommendations	Hearing Panel Decision
6621942	Clarify definition of driveway crossings; clarify distinction between motorhomes, trailers, caravans.	No amendment recommended. Definitions are set nationally; clarification to be provided through explanatory material.	Supports officer recommendation – no amendment to the Bylaw (clarification via explanatory notes).
6622851	Boats should be included;	Include boats in definitions.	No amendment recommended. Boats are captured under the definition of trailers; clarification via guidance.
6627056	Query caravan status and equity of time limits; suggests 14 days.	No amendment recommended. Caravans are treated as trailers; time limits are policy/resolution matters.	Supports officer recommendation – no amendment to the Bylaw (definitions clarified; time limits managed via policy/resolution).
6631041 6622851	7 days too long for motorhomes; suggests shorter limits.	No amendment recommended. Officers consider existing limits proportionate and manageable via resolution if needed.	Partially supports officer recommendation – amend the Bylaw to reduce motorhome limit to 5 days to align with trailers.
6629736	Supports maintaining a permissive approach to freedom camping.	No amendment recommended; aligns with enabling framework.	Supports officer recommendation – no amendment to the Bylaw (aligns with enabling approach).

Clause 14 & 15 — Parking Zones and Residents' Exemption Parking Zones

Response ID	Submission comments	Officer analysis & recommendations	Hearing Panel Decision
6630551	Inadequate all-day parking for business owners in central Rangiora.	No amendment recommended. Parking supply and time limits are addressed through the Parking Management Plan and Council resolutions.	Supports officer recommendation – no amendment to the Bylaw (addressed through Parking Management Plan and Council resolution).
6623083	Opposes resident parking schemes.	No amendment recommended. Resident parking zones are enabled but subject to future Council decisions.	Supports officer recommendation – no amendment to the Bylaw (implementation subject to Council decision/resolution).
6625051	Requests better provision for off-street parking in new developments.	No amendment recommended. This is outside the scope of the Bylaw and addressed through the District Plan.	Supports officer recommendation – no amendment to the Bylaw (out of scope – District Plan matter).

Clause 16 — Reserved Parking Areas

Response ID	Submission comments	Officer analysis & recommendations	Hearing Panel Decision
6623083	Supports EV charging spaces but not in premium locations that are often empty.	Operational matter for resolution setting. No amendment to the Bylaw is recommended.	Supports officer recommendation – no amendment to the Bylaw (operational matter to be addressed via Council resolution).
6625594	Requests dedicated parking for medical users (blood test facilities).	As above — location-specific and suitable for a Council resolution. No amendment to the Bylaw is recommended.	Supports officer recommendation – no amendment to the Bylaw (location-specific matter to be addressed via Council resolution).

Clause 17 — Overnight Parking Restrictions

Response ID	Submission comments	Officer analysis & recommendations	Hearing Panel Decision
6629736	Supports maintaining a permissive approach to overnight parking.	No amendment recommended. The bylaw enables flexible, location-specific controls through Council resolution rather than fixed rules.	Supports officer recommendation – no amendment to the Bylaw (flexible approach managed via Council resolution).

Clause 21 — Special Vehicle Lanes (incl. Cycle Lanes)

Response ID	Submission comments	Officer analysis & recommendations	Hearing Panel Decision
6634668	Requests explicit reference to no parking in cycle lanes.	No amendment recommended. Parking in cycle lanes is already prohibited under national legislation; clarification can be provided through guidance.	Supports officer recommendation – no amendment to the Bylaw (covered by national legislation; clarification via guidance).

Clause 22 — Shared Paths

Response ID	Submission comments	Officer analysis & recommendations	Hearing Panel Decision
6608263	Notes challenges for prams, scooters, bikes with young kids and wheelchairs when footpaths are insufficient or obstructed.	While the submitter's comments primarily relate to footpath protections under Clauses 6 and 7, they also reinforce the importance of maintaining unobstructed shared paths under Clause 22. No amendment to the Bylaw is recommended.	Supports officer recommendation – no amendment to the Bylaw (existing provisions sufficient; reinforces importance of unobstructed access).

Clause 25 — Unformed Legal Roads

Response ID	Submission comments	Officer analysis & recommendations	Hearing Panel Decision
6607309	Notes a drafting error: clause 25.2 refers to 25.2; should likely refer to 25.1.	Officers recommend amending the bylaw to correct an internal cross-reference in Clause 25.2 so that it refers to Clause 25.1. This is a minor editorial amendment only and does not affect the intent or application of the clause.	Supports officer recommendation – amend the Bylaw to correct minor drafting error.

Clause 26 — Traffic Control by Vehicle Type (incl. Heavy Vehicles)

Response ID	Submission comments	Officer analysis & recommendations	Hearing Panel Decision
6629423 6629431 6629486	Concerns about heavy vehicles parking in urban areas causing nuisance.	No amendment recommended. The Bylaw enables restrictions on heavy vehicles via Council resolution where needed.	Supports officer recommendation – no amendment to the Bylaw (controls enabled via Council resolution).
6618099 6608339 6624081	Concerns about long-term or unsafe parking of commercial vehicles in residential/high-demand areas.	No amendment recommended. Restrictions can be applied through Council resolution.	Supports officer recommendation – no amendment to the Bylaw (controls applied via Council resolution).

Clause 28 — Enforcement Officers

Response ID	Submission comments	Officer analysis & recommendations	Hearing Panel Decision
6608263	Requests immediate fines for footpath parking (no warnings).	No amendment recommended. Enforcement approach is an operational matter addressed through policy and guidance.	Supports officer recommendation – no amendment to the Bylaw (enforcement approach managed operationally).
6630526	"Common sense should prevail."	No amendment recommended. Enforcement discretion is addressed through training and operational guidance.	Supports officer recommendation – no amendment to the Bylaw (operational discretion).

Clause 31 — Penalties

Response ID	Submission comments	Officer analysis & recommendations	Hearing Panel Decision
6629477	Concern that parking income may be used as a revenue source.	No amendment recommended. Penalties are intended to ensure compliance, not generate revenue.	Supports officer recommendation – no amendment to the Bylaw (penalties are for compliance, not revenue).

Clause 32 — Exempted Vehicles

Response ID	Submission comments	Officer analysis & recommendations	Hearing Panel Decision
6607309	Request to amend 32.1 to explicitly include: "a public works, infrastructure and utility provider"	Amendment recommended to include these vehicles when undertaking approved works.	Supports officer recommendation – amend the Bylaw to include public works, infrastructure and utility vehicles (subject to conditions).

Matters Outside the Scope of the Parking and Traffic Bylaw

The Bylaw provides an enabling regulatory framework and does not address infrastructure, planning, or service delivery matters. Submissions raising these issues were noted and referred to the appropriate Council processes.

Response ID	Summary of Issue	Hearing Panel Decision
6624065	Verge drainage and maintenance responsibilities	Noted – out of scope; referred to Council infrastructure programmes
6634398	Need for improved traffic network capacity in Rangiora	Noted – out of scope; addressed through transport planning
6625051	Off-street parking requirements for new developments	Noted – out of scope; addressed through the District Plan

Consistency Accountability Statement: Parking and Traffic Bylaw 2026

Agency responsible	Waimakariri District Council
Portfolio	Regulatory Services (Parking and Traffic Management)
Date finalised	[To be completed on sign-out]
Identification number	*BYL-72/ 260629152555*

Statement of Review

I confirm that the Waimakariri District Council has assessed the above legislation, and the process for developing it, for consistency with the principles of responsible regulation as set out in section 9 of the Regulatory Standards Act 2025.

This assessment identified no inconsistencies with the principles of responsible regulation

Signature

[Name]

[Job title of the chief executive or approved delegate]
Waimakariri District Council

WAIMAKARIRI
DISTRICT COUNCIL

Compliance Framework



Version 6.0, June 2022

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Introduction

Overview

The Waimakariri District Council is responsible for ensuring compliance with a variety of laws and regulations that are aimed at achieving positive community and environmental outcomes. A key role in ensuring compliance is carrying out compliance monitoring, and responding to notifications of potential breaches or incidents.

The Compliance Framework reflects the Council's commitment to the Local Government Excellence Programme and provides an overarching robust framework that ensures compliance is owned and understood by the Council and our dealings are fair and equitable.

This Compliance Framework aims to provide an informative reference document for the public and Council staff when Council is considering undertaking compliance monitoring and enforcement action in the Waimakariri district.

The district has seen substantial growth over the past two decades with an increased demand for smaller lifestyle blocks since the Canterbury seismic events of 2010 and significant growth in demand for residential housing and new commercial development. Key themes that drive compliance within the district currently are:

- There is increasing recognition of the need to manage the effects of urban growth on the rural environment (commonly known as reverse sensitivity issues).
- Community surveys have shown that the quality of the environment is the key element of what is liked most about resident's present properties.
- Like many districts in New Zealand, housing affordability is a key challenge for some within the community. There is a lack of overall national direction for communities in the provision of less traditional housing typologies such as tiny homes.
- The district's location, close to Christchurch City, makes it attractive for businesses to be located within the area; particularly industries that need space to operate. The rural zones are seen as attractive locations to set up premises, which can create friction.
- The district has been a tier 1 growth Council within the National Policy Statement for Urban Development for a number of years. The resulting growth of new subdivisions has led to a significant amount of localised environmental change.
- Approximately 15,000 new households may be required to meet population growth by 2048. There are 13,000 registered dogs, which is showing an increase of approximately 2% growth per year bringing with it an associated increase in complaints.
- Parking issues have risen approximately 60% in the last 5 years.

In summary, in a growth district where intensification is occurring, there is likely to be increased need for education through to enforcement to manage the amenity values that are highly regarded by the Waimakariri Community. Managing the effects of change will be key to ensuring that community outcomes outlined in the Long Term Plan are achieved.

The Compliance Framework is aligned to the Canterbury Strategic Compliance Framework adopted by the Canterbury Chief Executives Forum on 6 August 2018.

About us

We aim to be a community that holds true to the values that collectively define what is important to us in the Waimakariri District. Our Mission and Values are:

Tā mātou mauri
Our principles *Ngā mātāpono*

Our purpose *Tā mātou kaupapa*	**To make Waimakariri a great place to be, in partnership with our communities.** ***Kia mahitahi ki te hāpori kia whakanui ake te rohe o Waimakariri.***		
Our vision *Tā mātou anamata*	**We are a respectful, progressive team delivering value for our customers.** ***Kia pono, kia tika tā mātou mahi mō te hāpori***		
Our values *Tā mātou uara*	**We will...** ***Ka pēnei mātou***		
	Act with integrity, honesty and trust ***Mahi pono***		**Keep you informed** ***Tauākī mahi***
	Do better every day ***Whaia te tika***	**Take responsibility** ***Takohanga rato***	**Work with you and each other** ***Mahitahi***
Our customer promise *Tā mātou taurangi kiritaki*	**We will be professional, approachable and solutions-focused.** ***Ina he pātai tāu, mā te ringa manaaki, te ringa ngaio e kimi te whakautu tika***		

What does Waimakariri District Council (WDC) do?

Waimakariri District Council is responsible for the administration and regulation of a wide range of functions across the district. The primary purpose of these functions is to protect the public, the environment, and groups. WDC is responsible for promoting, monitoring, and enforcing various legislation, which include, but are not limited to:

- Local Government Act 2002
- Resource Management Act 1991
- Building Act 2004
- Sale and Supply of Alcohol Act 2012
- Food Act 2014
- Health Act 1956
- Litter Act 1979
- Dog Control Act 1996
- Reserves Act 1977
- Land Transport Act 1998
- Camping Ground Regulations 1985
- Bylaws, Council Plans and Regulations.

The Council will give effect to the principles of the Treaty of Waitangi and endeavours to collaborate with various stakeholders, statutory organisations, voluntary groups, individuals and non-governmental organisations to achieve high levels of compliance with the various regulatory requirements.

The WDC Compliance Framework sets out the general principles that guide WDC in relation to its regulatory functions.

Our Purpose

This Compliance Framework aims to provide an informative reference document for the public and Council staff when considering undertaking enforcement action in the Waimakariri District and ensures a consistent approach to:

- Monitoring compliance
- Encouraging compliance
- Dealing with non-compliance
- Reviewing each of these components.

This document promotes self-compliance as well as outlining the Council's approach to undertaking enforcement action. When compliance is not achieved, that action encompasses education through to enforcement by legal means.

The enforcement options outlined in this document are considered alongside other important principles such as interagency collaboration, fairness, and proportionate compliance, to ensure that the Council has a consistent and fair approach to its compliance framework.

The compliance option of prosecution undertaken by the Council, or on its behalf (e.g. by the New Zealand Police), is to be conducted consistently with the Compliance Framework, Prosecution Policy and the Solicitor General's prosecution guidelines.

This framework should be viewed alongside other relevant Council documents.

There are a number of compliance/service requests that the Council has no legislative powers to assist with. A set of Frequently Asked Question (FAQs) has been added to the Council's website to assist residents at the initial enquiry stage to find out if their issue is one that the Council can assist with, or if not, directs them to advice and support.

If customers remain unsure they can speak to compliance officers who will assist them and may undertake an initial site visit if required. Some common examples of service requests/complaints which fall outside the Council's ability to assist include:

- Fire Hazards such as an overgrown vacant section – Fire and Emergency New Zealand (FENZ)
- Asbestos removal – now FENZ or if it involves personal/contractors onsite Worksafe NZ
- Rubbish dumped at the river – Environment Canterbury (ECAN) have a 0800 hotline
- Fencing – Civil/Fencing Act. Remedies and actions taken are documented in this Legislation
- Overhanging trees on private property encroaching a neighbour, including tree roots – A civil matter between the parties that may need to be resolved by the Courts
- Any Dust/Discharge to air – ECan are the appropriate entity and have a 0800 hotline (common examples include air pollution from fires during winter).

Goals and desired outcomes

Objective

To encourage voluntary compliance through effective and appropriate engagement and education, and to take appropriate compliance measures should they be necessary.

Outcomes

The outcomes that the Council endeavour to achieve are:

- Our community complies with national and local legislation because they are well-understood and easy to comply with, and
- Our community is confident that the Council will enforce laws in a timely, effective, and fair manner.

Strategy

This Compliance Framework adopts the following operating principles:

Transparent	We provide clear information and explanation to the regulated community about the standards and requirements for compliance.
Consistency of process	Our actions are consistent with the legislation and within our powers. Compliance and enforcement outcomes are consistent and predictable for similar circumstances. We ensure that our staff have the necessary skills and that there are effective systems and policies in place to support them.
Fair, reasonable, and proportional approach	We apply regulatory interventions and actions appropriate for the situation. We use our discretion justifiably and ensure our decisions are appropriate to the circumstances, that our interventions and actions will be proportionate to the risks posed to people, the environment, and the seriousness of the non-compliance.
Evidence based and informed	We use an evidence-based approach to our decision-making. Our decisions are informed by a range of sources, including sound science, information received from other regulators, members of the community, industry, and interest groups.
Collaborative	We work with and, where possible, share information with other regulators and stakeholders to ensure the best compliance outcomes for our region. We engage with the community and consider public interest, those we regulate, and government to explain and promote environmental requirements, and achieve better community safety and environmental outcomes.
Lawful, ethical and accountable	We conduct ourselves lawfully and impartially and in accordance with these principles, relevant policies, and guidance. We document and take responsibility for our regulatory decisions and actions. We measure and report on our regulatory performance.
Targeted	We focus on the most prominent issues and problems to achieve the best outcomes, and on those that pose the greatest risk to the community
Responsive and effective	We consider all alleged non-compliance to determine the necessary interventions and action to minimise impacts on the environment and the community and maximise deterrence. We respond in an effective and timely manner in accordance with legislative and organisational obligations.

How does the framework work?

This Compliance Framework ensures that the appropriate resources are allocated to activities by determining the monitoring frequency and intervention method, dependant on the risk to the environment, community, and individuals from that activity.

This program includes:

- Using criteria to assess the likelihood and consequences of non-compliance occurring
- Defining an appropriate compliance monitoring priority list
- Defining type/level of intervention according to risk profile
- Defining monitoring frequencies
- Defining procedures, charging regime, and database recording system.

Compliance monitoring can be conducted in many ways including:

- Site visits
- Desktop audit
- Patrolling
- Inspections
- Community reports, complaints or notifications
- Pro-active campaigns.

The Council use a risk assessment method to determine priority areas. Applying a risk-based approach enables monitoring efforts to be focused on the biggest risks to the environment and community and target areas where businesses and people are less likely to comply. A risk matrix is used for focusing monitoring efforts and is not an enforcement decision making tool.

Risk assessment



The four components for effective compliance

The Council takes a comprehensive approach to encourage the highest levels of compliance through developing understanding and sustained behaviour change. Different components are conducted by various parts of the organisation; however it is vital that each component is coordinated and an elevated level of communication is maintained to ensure that full effect is being achieved. Each of the components is explained in more detail below.

Engage 	Consult with regulated parties, stakeholders and community on matters that may affect them. This requires maintaining relationships and communication until final outcomes have been reached. This facilitates greater understanding of challenges and constraints, engenders support and identifies opportunities to work with others.
Educate 	Alert regulated parties to what is required to be compliant and where the onus lies to be compliant. Education is utilised to inform community and stakeholders about what regulations are in place around them, so that they will better understand what is compliant and what is not.
Enable 	Provide opportunities for regulated parties to be exposed to industry best practice and for what is required to be compliant. Link regulated parties with appropriate industry advisors. Promote examples of best practice.
Enforce 	When breaches of regulation or noncompliance are identified an array of enforcement tools are available to bring about positive behaviour change. Enforcement outcomes should be proportional to individual circumstances of the breach and culpability of the party.

Dealing with non-compliance

When non-compliant activities are identified there is an explicit response that is proportionate to the overall circumstances of the offending. The response will be clear and be able to be understood by the regulated party as well as the community. The Council strives to ensure that responses are consistently applied.

Enforcement Options and Enforcement Tools

	Discussion/ Education	Written Warning	Notice to Fix	Infringement notice	Abatement Notice	Enforcement Order	Prosecution
Buildings	✓	✓	✓	✓			✓
Resource consents	✓	✓		✓	✓	✓	✓
District Plan	✓	✓		✓	✓	✓	✓
Environmental health	✓	✓					✓
Alcohol		✓		✓			✓
Litter	✓	✓		✓			✓
Parking	✓			✓			✓
Noise		✓			✓		✓
Dog control	✓	✓		✓	✓		✓
Bylaws	✓	✓					✓
Local Govt Act	✓	✓					✓

Enforcement response guidelines

Decisions regarding the Council's enforcement responses will take into account the attitude towards compliance and be:

- Logical, timely and considered
- Evidence based
- Made impartially and without fear, favour, bias, prejudice or improper motive
- Sufficiently robust and well-documented to withstand the prosecution process and judicial review
- Proportionate to the risk posed by the non-compliant behaviour and the attitude towards compliance
- Consistent with the law, the public interest and the Council's strategic objectives.

Enforcement responses follow a model of voluntary, assisted, directed or enforced compliance (The VADE). This model is based on recognised behaviours that guide the delivery of the appropriate interventions.

The factors for consideration are set out below. Application of these factors requires expertise and experience to be applied in the process of weighing up which compliance tools might be most applicable.

Extent of harm or risk of harm:

This includes harm or potential harm to the community and environment. Actions that create risks but do not actually lead to harm occurring can still be serious and require a firm response.

- There is minimal or no harm or risk of harm. Some examples include:
  - A member of the public has submitted a service request regarding a noise complaint. The Council responds but determines the noise is not excessive.
  - A vehicle is reported as being abandoned. The Council checks the vehicle and contacts the registered owner or removes the vehicle.
- Harm is, or would likely be easily remedied. Some examples include:
  - A tree branch is overhanging a footpath and is obstructing movement. The Council removes the branch.
  - A neighbours outside light is directing glare over into a complainants bedroom, causing sporadic minor sleep deprivation. The Council makes contact with and visits the neighbour to advise them to adjust the glare to downward facing.
- Harm is, or would likely be restricted in scale or effect. An example might include:
  - A dog attacks another dog. The Council classifies the dog as menancing requiring the dog to wear a muzzle when in public areas.
- There is significant or widespread harm or potential for such harm. Some examples include:
  - A restaurant does not follow good practice food handling guidelines increasing the risk of food bourne illness. The Council conducts regular inspections and follows a strict verification process to ensure food safety.
  - A group of BMX riders want to host an annual demostration event on a rural property by invite only for an estimated 2-300 people, with potential for traffic, noise, food and safety issues. The Council requires the organisers to provide the necessary traffic, noise, food and health safety management plans and other authorisations, for approval prior to the event.
- Harm is actually or potentially caused to a vulnerable section of the community/environment. Some examples include:
  - A premises is selling alcohol to minors. The Council discovers this during a controlled purchase operation and files for a suspension of the managers certificate.
  - A landowner continues to allow the removal of vegetation within a defined vegetation site or Significant Natural Area (SNA). Council investigates the degree of deliberateness before considering proscecution.

Conduct:

Conduct in this context means the behaviours, intent and capability of the person/organisation whose actions are being considered.

- It is first-time or one-off behaviour
- The conduct is accidental or resulted from momentary carelessness or the result of a limited understanding of the law
- Mitigating factors exist
- The behaviour is deliberate, reckless or involving consistent carelessness
- The conduct is repeated, ongoing
- There is a serious departure from expected lawful behaviour
- Aggravating factors exist.

Public Interest:

Public interest can be described as something being in the interest of the wider public or of public importance. It is more than simply interest from the public or expectation from the public of action. Considerations include responsibility to victims, the need to clarify the law and whether the matter at hand reflects a widespread problem that can be usefully addressed by highlighting the need for compliance. Factors we may consider include:

- The conduct occurred some time ago and has ceased
- The legal principles involved are well-established and do not require clarification in court
- The conduct involves a new or significant service to a large travelling public
- Action is necessary to avoid setting a negative precedent
- Action is necessary to clarify a grey area in the law
- Action is necessary to deter others from similar conduct.

Attitude to compliance:

Typically, the nature of the responses will be informed by and tailored to the attitude of individuals or organisations involved towards compliance. This helps ensure that the intervention(s) chosen will have the desired effect, but does not prevent significant action being taken for other reasons.

- Willing and able to comply
- Willing but not able to comply
- Reluctanct to comply
- Unwilling to comply
- Actively and intentionally non-compliant
- Available enforcement responses.

Assessment against the factors above and attitude to compliance will support a decision about the appropriate course of action.

There is a range of possible enforcement responses available from an approach based on information, education and engagement, to support and encourage compliance; to an approach that may lead to enforcement interventions such as infringement notices, or other civil or criminal action under applicable law. Multiple interventions may be appropriate and applied together.

The following table reflects the intended method of weighing up the relevant factors and attitude to compliance to determine the appropriate response including some common examples. Please note this is not an exhaustive list.

	Description of compliance behaviour	Example	Likely scenario	Likely compliance approach
Voluntary 	Persons seek to voluntarily comply and be informed about their legal obligations. The activities that they undertake are compliant and cause no related nuisance. Such people know and are aware of their obligations and make every effort to consciously comply.	Undertake consented activities in a careful and considerate manner, considering the needs of the local community and environment. Example: Ensures swimming pool fencing meets the requirements of the Act.	Most likely	Praise Education/advice where required
Assisted 	People are attempting to comply but are uninformed about their legal obligations or responsibilities. They will alter unintentional nonconforming behaviour when educated.	Unintentionally undertakes an activity that contravenes their consent approvals and/ or underlying application. Minor potential for environmental or community impact. Example: A restaurant owner is not familiar with the food verification process and the requirement to keep a record of cooking temperatures. This is discovered during an inspection and the chef is advised to maintain the records.	Most likely	Education/advice (verbal and collateral)
Directed 	People take advantage of the opportunity not to comply with their legal obligations or responsibilities. They know the rules but will take the opportunity to avoid compliance. Likely to challenge Officer requests. May alter behaviour when educated.	Does not always complete required actions in manner agreed because of a quicker or less costly alternative. Disregards any potential impact for environmental or community impact. Risks for environmental or community impact are medium to high. Example: A homeowner is hosting a party and has been playing loud music. A noise complaint has been filed and they have been asked to turn the volume down. An hour later another noise complaint is filed and an Enforcement Order is issued requiring them to reduce the volume.	Less likely	Education Verbal and collateral Warnings Infringement notices Enforcement order Abatement notice
Enforced 	People deliberately, and without any regard, undertake non-complying activity in breach of known obligations and responsibilities. Recidivist activities. Knows the rules and associated parameters/ conditions and has complete disregard for operating within these. Very likely to challenge Officer requests.	Deliberately undertakes non-consented activities; Deliberately disregards impact for local environment and communities. Risks for environmental or community impact are high. Example: A Significant Natural Area (SNA) such as a piece of native flora on a property has been deliberately cleared for pasture	Least likely	Infringement notice Abatement notice Enforcement order Prosecution (gross breaches)

Reporting and review

Regulatory compliance best practice principles require robust compliance frameworks to include a reporting system. These systems enable compliance monitoring activities and interventions to be measured and the level of compliance within our regulated communities to be tracked. The Unit reports on regulatory compliance activities via agreed levels of service identified as part of the annual and long term planning processes set out under the Local Government Act 2002. In addition to these reporting requirements, the Unit will develop reporting functions to collect and analyse data across our regulatory compliance responsibilities in order to:

- Identify trends in non-compliance
- Use and target resources effectively
- Target high risk activities
- Assess the performance of targeted compliance programmes
- Inform the ongoing development of policies and guidelines.

Review

An initial review of the effectiveness of this compliance framework will be undertaken at least every three years to address any operational or implementation issues, ensure the framework is achieving its purpose and recognise any relevant legislative amendments. This framework may be reviewed on a more regular basis as required, or as legislation changes are introduced.

Policy

Questions

Any questions regarding this document should be directed to the General Manager Planning, Regulation and Environment in the first instance.

Effective date

February 2022

Review date

February 2025

Approval

Approved:



Tracy Tierney
General Manager Planning, Regulation and Environment
Waimakariri District Council

Appendix 1 - Prosecution

Introduction

This Policy sets out principles and guidelines that the Council should consider when deciding whether or not to initiate criminal proceedings for offences under the legislation and regulations it is responsible for enforcing.

Prosecutions are a serious response to non-compliance. Prosecutions should be used in a deliberate and considered manner and denounce offending and hold the offender accountable for harm to the victim, environment and community by the offending.

Confidence in the Council's administration of its enforcement duties relies on decisions to prosecute (or not to prosecute) being made in a transparent, consistent and fair manner.

Any prosecution undertaken by the Council or on its behalf (i.e. by the New Zealand Police) should be conducted consistently with this Prosecution Policy, the Councils' Compliance Framework and the Solicitor General's prosecution guidelines.

Solicitor-General's prosecution guidelines

In summary, those guidelines provide that prosecutions ought to be initiated or continued only where the prosecutor is satisfied that the following test for prosecution is met:

1. The evidence which can be adduced in Court is sufficient to provide a reasonable prospect of conviction (the Evidential Test); and
2. Prosecution is required in the public interest (the Public Interest Test).

Factors that are relevant to the Evidential Test include:

- That there is an identifiable offender
- That there is credible evidence
- That the evidence will be available and admissible
- That there is an objectively reasonable prospect of a conviction on the evidence; and
- The evidence will meet the criminal standard (i.e. beyond reasonable doubt).

Factors that are relevant to the Public Interest Test, include, but are not limited to:

- The seriousness of the offence
- Whether the offence is likely to be continued or repeated
- Whether or not the defendant has relevant previous convictions, has been the subject of previous enforcement action or has been given any prior warnings
- The potential penalty for the offence bearing in mind the adverse effects of the offending and the degree of carelessness or deliberateness
- Whether another prosecuting agency has or will bring criminal proceedings in relation to the same subject matter as the Council's potential prosecution.

Independence and impartiality of decision-making in considering a prosecution

The central element of a prosecution system under the rule of law in a democratic society is the independence of the prosecutor from persons or agencies that are not properly part of the prosecution decision-making process.

To ensure decisions on prosecutions are independent and impartial:

- All staff who are involved in the investigation, preparation, or conduct of a prosecution will act fairly, promptly, without any actual or potential conflict of interest and in accordance with the law
- Any decision on a prosecution will be free from undue or improper pressure from any source, political or otherwise
- Before a decision is made on a prosecution, the investigating officer's report and recommendation will be reviewed by the prosecution panel
- Before the decision is made to prosecute, the unit manager will obtain legal advice about the merits of the prosecution.

Decision making framework

The decision making framework sets out the criteria for determining when non-compliance is so egregious that enforcement action is necessary and how enforcement will be given effect to.

Procedure

Where the act or omission has been carried out wilfully and with little or no regard to the impact on an individual, the community or the flora, fauna and water bodies etc a Council officer may recommend enforcement action.

The officer will provide evidence of non-compliance and discuss the particulars of the case with their unit manager. Where the unit manager and investigating officer support a recommendation for enforcement the Council officer will present the evidence to the Council's prosecution panel for consideration.

Prosecution Panel

The prosecution panel will consist of the General Manager, Planning, Regulation and Environment, one other general manager and a legal advisor if required. The unit manager is responsible for organising the meeting and recording of the minutes. These panels will be convened on an as needs basis.

Decision to prosecute

If the prosecution panel is satisfied that both the evidential and public interest tests are met, a decision of "recommend prosecution" can be made, together with a list of the appropriate charges. This recommendation will be recorded in writing. The prosecution panel will refer this recommendation together with the investigation file to the Council's legal representative for review.

Decision not to prosecute

If the prosecution panel or the Council's legal representative determines that there is insufficient evidence a "no prosecution" recommendation can be made. This recommendation will be recorded in writing. If there is sufficient evidence to provide a reasonable prospect of conviction, the next consideration is whether a prosecution is in the public interest. Again, if not, a recommendation not to prosecute may be made. This will be recorded in writing. A decision of "no prosecution" does not preclude a re-consideration of a case if new or additional information becomes available, or a review of the original decision is appropriate.

Charges

Where a decision has been made to commence a prosecution, the unit manager will (with the assistance of a legal representative) prepare and file a charging document. The legal representative will arrange for service of the charging document, together with a letter to the defendant. If any special procedure (such as obtaining the consent of the Solicitor General to lay charges) is required the legal representative will make the necessary arrangements.

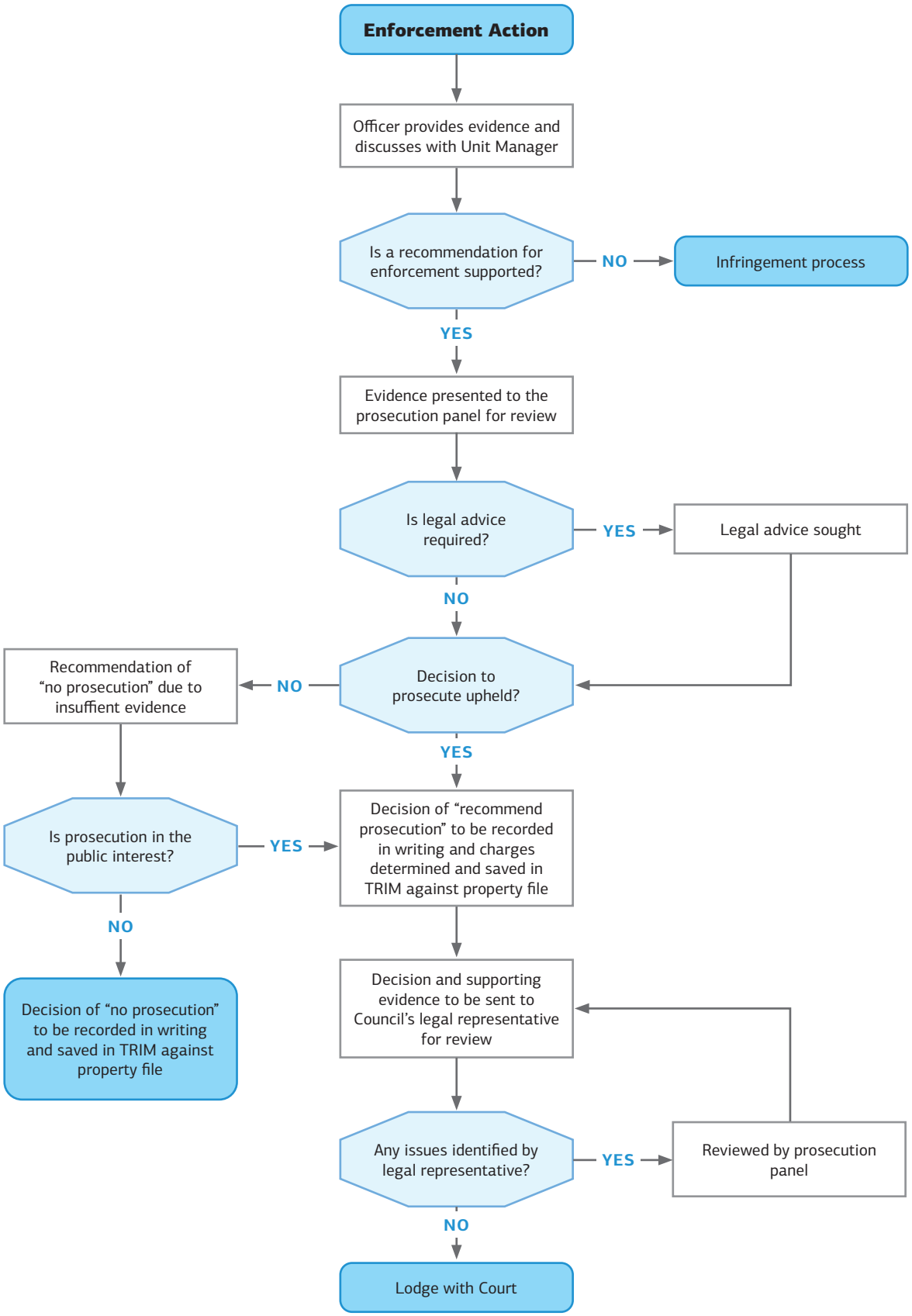
Infringements

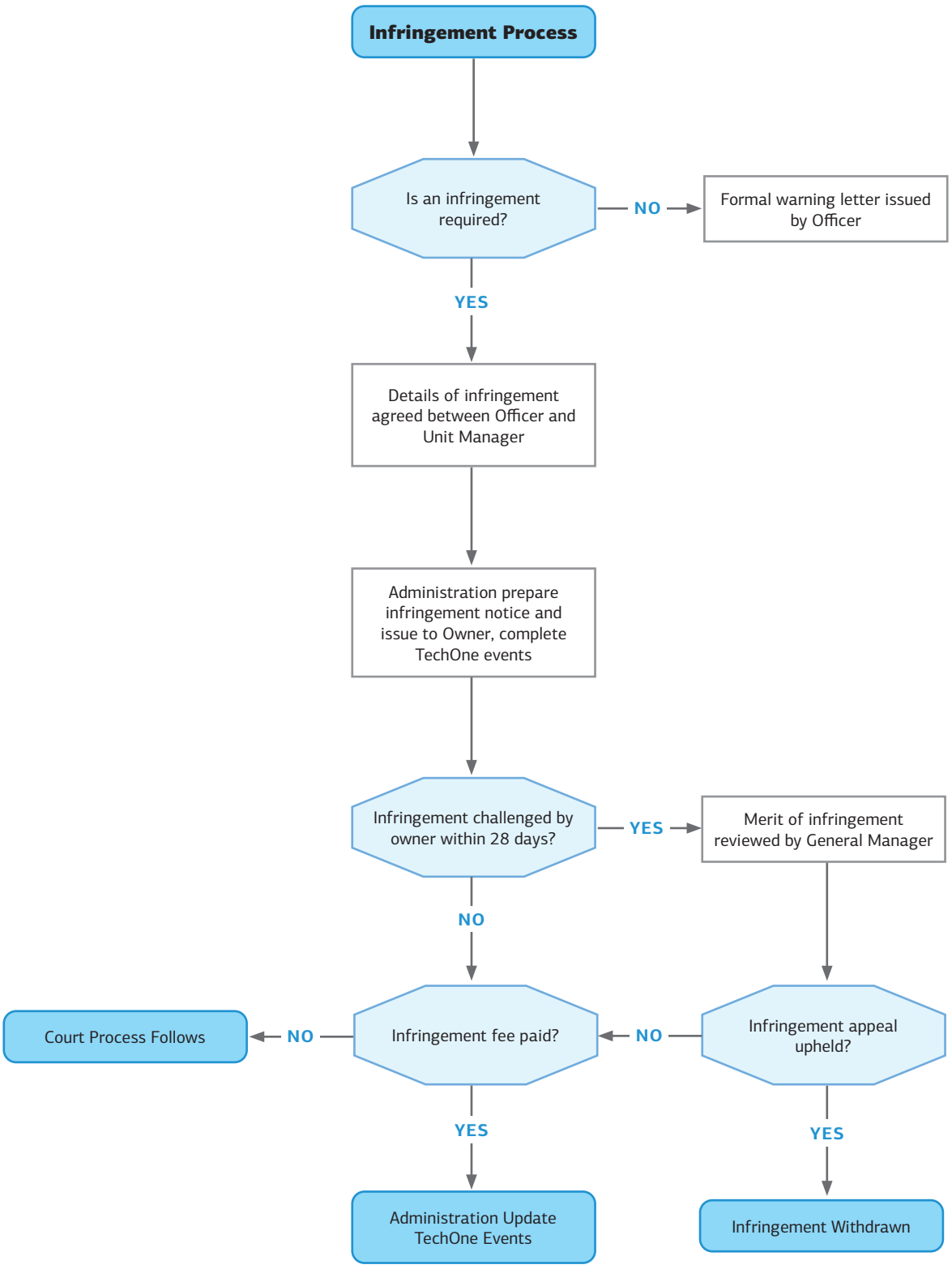
Where prosecution is deemed unnecessary an infringement fine may be recommended. The officer will provide evidence of non-compliance and discuss the particulars of the case with their unit manager. Where the unit manager and investigating officer support a recommendation for an infringement the Council officer will issue the infringement notice.

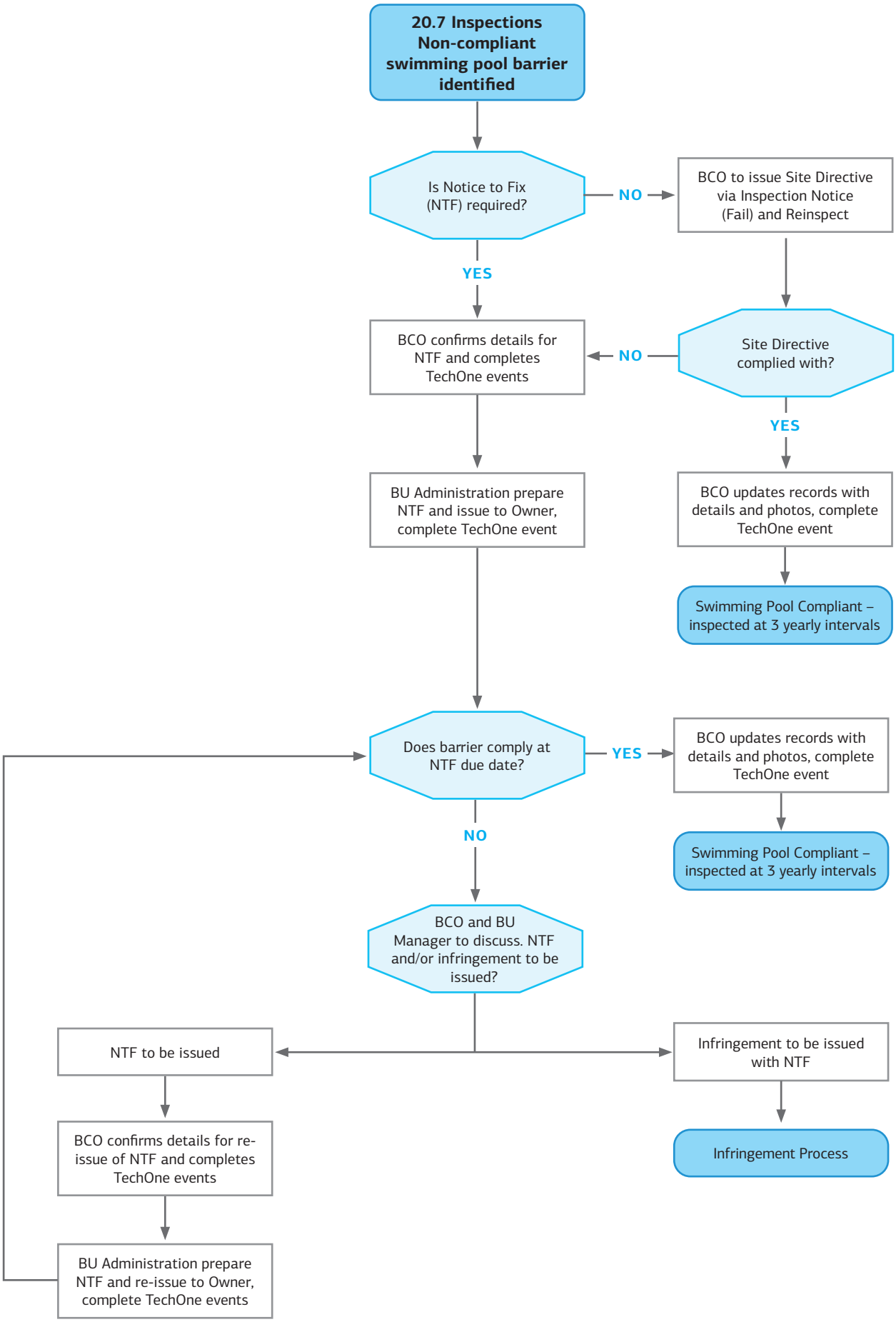
Contesting an infringement

An infringement fee can be contested by contacting the relevant unit manager. Requests to withdraw an infringement fee will be reviewed by the appropriate general manager. The outcome of the review will be recorded in writing.

Decision making workflows




Infringement Process
Is an infringement required?
NO
Formal warning letter issued by Officer
YES
Details of infringement agreed between Officer and Unit Manager
Administration prepare infringement notice and issue to Owner, complete TechOne events
Infringement challenged by owner within 28 days?
YES
Merit of infringement reviewed by General Manager
NO
Court Process Follows
NO
Infringement fee paid?
NO
Infringement appeal upheld?
YES
YES
Administration Update TechOne Events
Infringement Withdrawn


20.7 Inspections Non-compliant swimming pool barrier identified
Is Notice to Fix (NTF) required?
NO
BCO to issue Site Directive via Inspection Notice (Fail) and Reinspect
YES
BCO confirms details for NTF and completes TechOne events
NO
Site Directive complied with?
YES
BU Administration prepare NTF and issue to Owner, complete TechOne event
BCO updates records with details and photos, complete TechOne event
Swimming Pool Compliant – inspected at 3 yearly intervals
Does barrier comply at NTF due date?
YES
BCO updates records with details and photos, complete TechOne event
Swimming Pool Compliant – inspected at 3 yearly intervals
NO
BCO and BU Manager to discuss. NTF and/or infringement to be issued?
NTF to be issued
Infringement to be issued with NTF
BCO confirms details for re-issue of NTF and completes TechOne events
Infringement Process
BU Administration prepare NTF and re-issue to Owner, complete TechOne events

Appendix 2 - Enforcement Response Guidelines

Alcohol licensing and monitoring

Legislation

- Sale and Supply of Alcohol Act (SSAA) 2012
- Sale and Supply of Alcohol (Fees) Regulations 2013
- Alcohol Control Bylaw 2018.

Common breaches of this legislation

- Unpaid annual fees (s 287 of SSAA, regulation 16)
- Breach of Alcohol Control Bylaw 2018.

Action	Description	Potential effects on the liable party	When this action might be appropriate
Education	Education involves explaining requirements under the Act or Bylaw or identifying that a minor breach has occurred and advising of the proper course of action.	The breach will be filed and considered if any further offending occurs.	If a minor offence has occurred, or there are mitigating factors, education may be appropriate in the first instance.
Formal Warning	Formal warnings are written warnings that identify to the offender that a breach of the relevant legislation has occurred and that they are liable for that breach.	Non-compliance with the formal warning may be considered if, and when, escalating enforcement action.	A formal warning may be appropriate any time there is a breach of the legislation (depending on the circumstances). This may be appropriate if education has been provided or if it is a more serious breach.
Infringement Notice	An infringement is a monetary fine imposed on an Individual when a breach of the relevant legislation has occurred. Typically infringements are issued by Police.	An infringement notice will be issued to the individual, and will be taken into consideration in the future, if further noncompliance is identified. Non-payment of the infringement notice will result in the recipient being referred to court.	An infringement notice may be issued if there is a breach of the bylaw.

Action	Description	Potential effects on the liable party	When this action might be appropriate
Suspension of Licence/ Certificate	Any constable or inspector may apply to the Alcohol Regulatory and Licensing Agency (ARLA) to suspend a licence for a period, not exceeding 6 months, if there are any breaches of the Act or bylaw or a breach of licence/ certificate conditions, any criminal offending, or failure to pay prescribed fees.	The licence holder is not able to sell or supply alcohol until the suspension period is complete. A note of all suspension details is made in the licence holders file. A suspension forms part of the history of non-compliance and may be considered if there are future incidents of non-compliance. A negative holding also increases the premises risk rating score by 10 points for each holding (up to a maximum of 3). This increases the fees the licensee must pay for any renewal application or annual fees due within the 18 months for the life of the holding.	A licence/certificate may be suspended if there is a breach of the Act or bylaw, the licensee has shown they are not suitable to hold a licence, there is a breach of licence/ certificate conditions, any criminal offending, or failure to pay prescribed fees.
Cancellation of Licence or Manager's Certificate	Any constable or inspector may apply to the Alcohol Regulatory and Licensing Agency (ARLA) to cancel a licence or certificate if there are any breaches of the Act or bylaw or a breach of licence/ certificate conditions, or any criminal offending. ARLA may also cancel a licence/certificate if 3 negative holdings are received in 3 years.	If ARLA finds that there is sufficient evidence, they will cancel a manager's certificate or a premises licence. A licence cannot be applied for again for a period of 5 years. A note of all cancellation details is made in the licence holder's file.	A licence/certificate may be cancelled if there is a serious breach of the Act or bylaw, a breach of licence/ certificate conditions, or any criminal offending. A licence/certificate may also be cancelled if 3 negative holdings are received in 3 years.

Dog control

Legislation

- Dog Control Act 1996
- Dog Control Bylaw 2019
- Local Government Act 2002
- Impounding Act 1955.

Common breaches of this legislation (Dog Control Act 1996)

- Dogs attacking persons or animals (s 57)
- Dogs rushing at persons, animals, or vehicles (s 57A)
- Dogs causing significant injury (s 58)
- Offence of failing to keep dog under control (s 53).

Action	Description	Potential effects on the liable party	When this action might be appropriate
Education	Education involves explaining the nature of the breach that has occurred under the relevant legislation.	A note will be recorded on the Service Request and considered if any further offending occurs.	If a minor offence has occurred, or there are mitigating factors, education may be appropriate in the first instance.
Formal Warning	Formal warnings are written warnings that identify to the offender that a breach of the relevant legislation has occurred and that they are liable for that breach.	A note will be recorded on the file of the dog and considered if any further offending occurs. Non-compliance with the formal warning will be considered if/when escalating enforcement action.	A formal warning may be appropriate any time there is a breach of the legislation (depending on the circumstances).
Penalty (at renewal time)	A penalty is issued when payment of registration is not received by the due date.	A formal file note will be recorded on the file of the dog. 50% of the registration fee is added to the cost of registrations.	A penalty may be appropriate if the registration fees are not paid within the appropriate timeframes.
Infringement	An infringement is a monetary fine imposed on an individual/s and or companies.	A note will be recorded on the file of the dog. An infringement notice will be filed and it will be taken into consideration in future, if further non-compliance is identified.	An infringement may be appropriate any time there is a breach of the Dog Control Act or Dog Control Bylaw. (depending on the circumstances).
Menacing classification (s 33A)	The dog is classified as menacing. 'Menacing' includes where a dog may pose a threat to any person, stock, poultry, domestic animal or wildlife because of its reported behaviour, or characteristics typically associated with the dog's breed or type.	A note will be recorded on the file of the dog. Effects of menacing dog classification can be found in s 33E.	A classification may be appropriate any time there is a breach of the Dog Control Act (depending on the circumstances).

Action	Description	Potential effects on the liable party	When this action might be appropriate
Dangerous classification (s 31)	The dog is classified as dangerous. 'Dangerous' includes where a dog has attacked a person or animal, or rushes at persons, animals or vehicles in a certain manner.	A note will be recorded on the file of the dog. Effects of dangerous dog classification can be found in s 32.	A classification may be appropriate any time there is a breach of the Dog Control Act (depending on the circumstances).
Entry onto premises	An animal management officer, or dog ranger, who has reasonable grounds to suspect an offence, against this act or against any bylaw under this act, is being committed may enter at any reasonable time on the land or premises (other than a house) on which the dog is kept to inspect the conditions in which the dog is kept.	A warning, infringement notice, or abatement notice may be issued or if authorised under the Act to seize the dog.	An animal management officer, or dog ranger, has received a complaint and has reasonable grounds to believe an offence against this act or against any bylaw under this act is being committed may enter onto any land or premises (other than a house).
Abatement notice (for barking dogs – s 55)	An abatement notice is issued to the owner requiring the remediation of loud and persistent barking within 7 days or as prescribed within the notice.	The owner has 7 days to remediate the issue. Infringements may be issued for any breach of the abatement notice.	An abatement notice might be appropriate where the animal management officer, or dog ranger has reasonable grounds for believing the dog is creating a nuisance by loud and persistent barking or howling.
Impounding/ removal of dog (s 69)	The dog is impounded/removed.	The liable party loses ownership of their dog. This does not relieve the former owner of the dog of any fees payable under this Act.	Removal of the dog is sought when an offence has taken place and if applicable, other enforcement options have been exhausted and/or considered.
Disposal of dog (s 64, 69,71a)	Impounded dogs not claimed after 7 days may be disposed of as council sees fit; either rehomed or euthanised. After written notice, or order of the Court, the dog is rehomed, destroyed, or otherwise disposed.	The liable party loses ownership of their dog. This does not relieve the former owner of the dog of any fees payable under this Act.	Disposal of the dog is sought when a serious incident occurs and there are no factors to minimise the future risk.
Prosecution	A prosecution is sought when an offence has taken place, serious injury has occurred and there are no factors to minimise the future risk.	If convicted, court must order the destruction of the dog unless there are exceptional circumstances. A monetary fine is imposed by the court which varies depending on severity of instance.	A prosecution may be appropriate any time there is a serious incident or major breach of the Dog Control Act or Bylaw.

Building

Legislation

- Building Act 2004.

Common breaches of this legislation

- Unlawful building works undertaken where building consent is required (s 40)
- Non-compliance with Notices to Fix (NTF)
- Failure to provide a Building Warrant of Fitness to the Territorial authority
- Willfully obstructing, hindering, or resisting a person executing powers conferred under the Building Act or its regulations.

Action	Description	Potential effects on the liable party	When this action might be appropriate
Education	Education involves explaining the nature of the breach that has occurred under the relevant legislation.	This will be recorded against the offender and considered if any further offending occurs.	If a minor offence has occurred, or there are mitigating factors, education may be appropriate in the first instance.
Formal Warning	Formal warnings are written warnings that identify to the offender that a breach of the relevant legislation has occurred and that they are liable.	Non-compliance with the formal warning will be considered if, and when, escalating enforcement action.	Formal warnings may be appropriate any time there is a breach of the legislation (depending on the circumstances).
Infringement	An infringement is a monetary fine imposed on an individual/s and or companies. An infringement is issued when an offence under the relevant legislation has occurred.	Receipt of infringement and paying the infringement. An infringement notice will be filed, and it will be taken into consideration in the future, if further non-compliance is identified.	An infringement may be appropriate any time there is a breach of the Building Act (depending on the circumstances).
Notice to fix (NTF)	A notice to fix is a formal written directive issued under the Building Act instructing an individual or company to remediate a breach of the Building Act or regulations under the Act. The form, content, and scope of a notice to fix is prescribed in statute.	A breach of a notice to fix is an offence under the Building Act. The offender may then be liable to a fine of up to $200,000 and a further fine of up to $20,000 for each day or part of a day that the notice is not complied with.	A notice to fix may be appropriate any time there is a breach of the Building Act or regulations under the Act (depending on the circumstances).
Dangerous / Insanitary or Affected Building Notice	These notices are a formal written directive instructing an individual or company to remedy an important safety issue and/or restrict access to the building.	A breach of these building notices is an offence under the Building Act. The offender may then be liable to a fine of up to $200,000 and a further fine of up to $20,000 for each day or part of a day that the notice is not complied with.	A dangerous /insanitary / affected building notice may be appropriate any time that a building has been deemed dangerous under s 121 and 123 of the Building Act.

Action	Description	Potential effects on the liable party	When this action might be appropriate
Prosecution	A prosecution is a process taken through the criminal courts to establish guilt or innocence and, if appropriate, the court will impose sanctions. All criminal evidential rules and standards must be met in a Building Act prosecution.	A successful prosecution will generally result in a conviction, a penalty imposed and consideration to costs of the investigation. A prosecution forms part of the history of non-compliance and will be considered if there are future incidents of non-compliance.	A prosecution may be considered appropriate when the offence indicates that the matter is sufficiently serious to warrant the intervention of criminal law and the evidentiary and public interest tests are met.

Environmental Health

Legislation

- Food Act 2014
- Health Registration of Premises Regulations 1966
- Health Act 1956
- Healthy (Drinking Water) Amendment Act 2007
- Drinking Water Standards for NZ 2008
- Health Act (Hairdresser Regulations) 1980
- Waste Minimisation Act 2008
- Food Regulations 2015
- Camping-Grounds Regulations 1985
- Health (Burial) Regulations 1946.

Common breaches of this legislation

- Food Act 2014 and Food Regulations 2015
  - Concerns regarding Food Safety and Suitability
  - The premise failing to have the required registration in place
- Health Act 1956
  - Nuisance
  - Insanitary Buildings.

Food Act 2014

Action	Description	Potential effects on the liable party	When this action might be appropriate
Education	Food safety officers and environmental health officers provide food safety coaching.	All education is registered on Titiro MPI online enforcement recording system and remains on registration records detailing education provided.	This would be appropriate if there have been no previous issues, it is considered low risk, it is not in the public interest and the operator is willing and able to comply.
Warning Letter	Formal letter – issued when improvement notice is not appropriate or warranted in the first instance.	All warning letters are registered on Titiro MPI online enforcement recording system and remains on registration records detailing action taken. Failure to comply with the warning letter will result in escalated legal action being taken.	Assessed using the VADE model – this would be appropriate if no previous issues and low/medium risk and when an improvement notice is not warranted.

Action	Description	Potential effects on the liable party	When this action might be appropriate
Improvement notice	Under s302, a food safety officer can issue an improvement notice where the officer reasonably believes that the person is failing or has failed to comply with one or more applicable requirements of the Act. This is a first level enforcement tool.	Registered on Titiro MPI online enforcement recording system and remains on registration records detailing action taken. Failure to comply with the Improvement Notice will result in further serious legal action being taken.	Assessed using the VADE model. Often used to ensure operator addresses food safety or suitability issues. May be served with a Notice of Direction.
Infringement notices	Infringements issued for offences identified in the Food Act 2014 or Food Regulations 2015.	A breach of a notice to fix is an offence under the Building Act. The offender may then be liable to a fine of up to $200,000 and a further fine of up to $20,000 for each day or part of a day that the notice is not complied with.	An infringement may be appropriate for any breach of the Food Act).
Notice of direction	Formal notice to direct the operator – for instance power to interrupt operations, powers to seize, condemn and require disposal and power to restrict use or close place.	Registered on Titiro MPI online enforcement recording system and remains on registration records detailing action taken. Failure to comply with the Notice of Direction will result in further serious legal action being taken.	Assessed using the VADE model. The Direction order is used to direct an operator to ensure the safety and suitability of food. May be served with an improvement notice. There are also powers under the Food Act to take, purchase and sample, to seize, condemn and require disposal.
Powers to restrict use or close a place	A food safety officer may restrict the use of, or close, a place for non-compliance with the Act and where they believe food may be unsafe or unsuitable.	Registered on Titiro MPI online enforcement recording system and remains on registration records detailing action taken. Failure to comply with the notice will result in escalated legal action being undertaken.	If there are immediate food safety issues, or as a result of non-compliance with the Act, other enforcement, or where food may be unsafe or unsuitable.
Prosecution	A criminal prosecution is taken to establish guilt or innocence and, if appropriate, the Court will impose sanctions.	A successful prosecution will generally result in a conviction, a penalty imposed and consideration to costs of the investigation. A prosecution forms part of the history of non-compliance and will be considered if there are future incidents of non-compliance.	A prosecution may be considered appropriate when the offence indicates that the matter is sufficiently serious to warrant the intervention of criminal law and the evidential and public interest tests are met.

Health Act 1956

Action	Description	Potential effects on the liable party	When this action might be appropriate
Warning letter	Formal direction or notice notifying of actions required to address the nuisance.	Non-compliance with the formal warning will be considered if and when escalating enforcement action.	Formal warning may be appropriate any time there is a breach of the legislation.
Nuisance – Abatement Notice	Formal notice issued to address the nuisance.	Non-compliance to an abatement notice will be escalated to an abatement without notice.	When the premises has been advised about the nuisance and been given opportunity to abate.
Nuisance – Powers to abate without Notice (s34)	Council may enter a premises and take action to abate the nuisance without notice.	All expenses incurred to abate the nuisance are the responsibility of the liable party.	Used for very serious health issues.
Compliance order	Apply to the District Court to stop or prohibit an action.	Would be an offence under the Act if the premise did not comply. Infringements and related costs may be issued to the premise.	When an operator is not complying with any of the above actions.
Prosecution	A criminal prosecution is taken to establish guilt or innocence and, if appropriate, the court will impose sanctions.	A successful prosecution will generally result in a conviction, a penalty imposed and consideration to costs of the investigation. A prosecution forms part of the history of non-compliance and will be considered if there are future incidents of non-compliance.	A prosecution may be considered appropriate when the factors listed above indicate that the matter is sufficiently serious to warrant the intervention of criminal law.
Powers to restrict use or close a place	A food safety officer may restrict the use of, or close, a place for non-compliance with the Act and where they believe food may be unsafe or unsuitable.	Registered on Titiro MPI online enforcement recording system and remains on registration records detailing action taken. Failure to comply with the notice will result in escalated legal action being undertaken.	If there are immediate food safety issues, or as a result of non-compliance with the Act, other enforcement, or where food may be unsafe or unsuitable.
Prosecution	A criminal prosecution is taken to establish guilt or innocence and, if appropriate, the Court will impose sanctions.	A successful prosecution will generally result in a conviction, a penalty imposed and consideration to costs of the investigation. A prosecution forms part of the history of non-compliance and will be considered if there are future incidents of non-compliance.	A prosecution may be considered appropriate when the offence indicates that the matter is sufficiently serious to warrant the intervention of criminal law and the evidential and public interest tests are met.

Health (Registration of Premises) Regulations 1966

Registration of Offensive Trades, Hairdressers, Camping Grounds and Health (Burial) Regulations.

Action	Description	Potential effects on the liable party	When this action might be appropriate
Warning letter	Formal letter notifying of actions required to address non-compliance.	Non-compliance with the formal warning will be considered when escalating enforcement action.	Formal warning may be appropriate any time there is a breach of the legislation.
Serving of Notice	Notice to take remedial action – served when any premises does not comply with any enactment or with any condition of registration.	First notice to advise that the registration of the premises will be revoked unless the notice is complied with. Second notice requiring information on why the registration should not be revoked.	Served when the premises registered does not comply with the registration requirements.
Revoking of the registration	The registration is revoked.	The premise will be restricted from operating. Infringements may be issued.	Non-compliance with the notice above.

Litter

Legislation

- Litter Act 1979.

Common breaches of this legislation

- Depositing of litter in a public place (s 10, s 15).

Action	Description	Potential effects on the liable party	When this action might be appropriate
Education	Education involves explaining the nature of the breach that has occurred under the relevant legislation.	This will be recorded against the offender and considered if any further offending occurs.	If a minor offence has occurred, or there are mitigating factors, education may be appropriate in the first instance. When insufficient details regarding the incident have been provided to Council.
Notice requiring removal of litter on private land (s 10)	Council may serve on the occupier of any private land vested in or controlled by the crown or any local authority, a notice in writing requiring the occupier to clear away, remove or clean up or screen, cover or otherwise obscure from view, such litter.	Occupier may commit an offence under the Act if they fail to comply with issued notice. Every person receiving a notice may object to the requirements of the notice on the grounds that the requirements are unreasonable.	When litter, in the opinion of the Council, tends to grossly deface or defile the area in which the land is sited. If the offender is convicted of an offence against s 10.
Notice ordering an area to be cleared (s 20)	The offender is ordered to clear up and remove the deposited litter within a certain period.	The offender may be liable to a fine not exceeding $500 if the order is not complied with.	If the offender is convicted of an offence against s 10, 15 or 16.

Action	Description	Potential effects on the liable party	When this action might be appropriate
Prosecution	A prosecution is a process taken through the criminal courts to establish guilt or innocence and, if appropriate, the court may impose sanctions.	A successful prosecution will generally result in a conviction, a penalty imposed, and consideration to costs of the investigation. A prosecution forms part of the history of non-compliance and will be considered if there are future incidents of non-compliance.	A prosecution may be considered appropriate when the factors listed above indicate that the matter is sufficiently serious to warrant the intervention of criminal law.

Local Government Act

Legislation

- Local Government Act (LGA) 2002.

Common breaches of this legislation

- Damage to Council assets (e.g. road reserves and storm water infrastructure)
- Breach of bylaws.

Action	Description	Potential effects on the liable party	When this action might be appropriate
Education	Education involves explaining the nature of the breach that has occurred under the relevant legislation.	This will be recorded against the offender and considered if any further offending occurs.	If a minor offence has occurred, or there are mitigating factors, education may be appropriate in the first instance.
Formal warning	Formal warnings are written warnings that identify to the offender that a breach of the relevant legislation has occurred and that they are liable.	Non-compliance with the formal warning will be considered when escalating enforcement action.	Formal warning may be appropriate any time there is a breach of the legislation.
Recovering costs	Recovery of costs associated with the offence is sought from the offender.	The offender will receive an invoice.	When a person willfully or negligently destroys, damages, stops, obstructs, or otherwise interferes with any works or property owned, constructed, acquired, or used by a local authority.
Prosecution	A criminal prosecution is taken to establish guilt or innocence and, if appropriate, the court will impose sanctions.	A successful prosecution will generally result in a conviction, a penalty imposed and consideration to costs of the investigation. A prosecution forms part of the history of non-compliance and will be considered if there are future incidents of non-compliance.	A prosecution may be considered appropriate when the offence is sufficiently serious to warrant the intervention of criminal law.

Local Government Act – Bylaws

Bylaws are created under the Local Government Act 2002 to reduce nuisance effects on general public. Each bylaw has different enforcement provisions available.

Waimakariri District Council Bylaws

As at: August 2021

- Commercial Charity Bylaw 2017
- Dog Control Bylaw 2019
- Fire Control Bylaw 2014
- Alcohol Control Bylaw 2018
- Northern Pegasus Bay Bylaw 2016
- Parking Bylaw 2019
- Property Maintenance Bylaw 2020
- Stormwater Drainage and Watercourse Protection Bylaw 2018
- Signage Bylaw 2019
- Solid Waste and Waste Handling Licensing Bylaw 2016
- Speed Limit Bylaw 2009
- Stockwater Race Bylaw 2019
- Stock Movement Bylaw 2020
- Vehicle Crossing Bylaw 2019
- Wastewater Bylaw 2015
- Water Supply Bylaw 2012.

Parking

Legislation

- Land Transport Act 1998
- Land Transport (Road User) Rule 2004
- Local Government Act 1974
- Local Government Act 2002.

Common breaches of this legislation

- Stationary Vehicle Offences
- Expired Registration and Warrant of Fitness
- Abandoned Vehicles.

Action	Description	Potential effects on the liable party	When this action might be appropriate
Education	Education involves explaining the nature of the breach that has occurred under the relevant legislation. Usually a flyer would be attached to a vehicle. There may also be a media release, if it is deemed appropriate.	This will be recorded against the offender and considered if any further offending occurs.	If a minor offence has occurred, or there are mitigating factors, education may be appropriate in the first instance (depending on the circumstances). Education is usually provided with any new parking restrictions and to notify the public on bylaws that are in place.
Infringement	An infringement is a monetary fine imposed on an individual/s and or companies. An infringement is issued when an offence under the relevant legislation has occurred.	Receipt of infringement and payment of infringement. An infringement notice will be filed, and it will be taken into consideration in the future, if further non-compliance is identified.	An infringement may be issued any time there is a breach of the Land Transport Act 1998 (depending on the circumstances).

Action	Description	Potential effects on the liable party	When this action might be appropriate
Removal and disposal of vehicle	A vehicle may be towed if it is considered 'inconsiderate' or 'abandoned' by the Parking team.	There is a towing fee. There may be storage fees. The vehicle may be disposed of if it is not claimed.	A vehicle may be moved if it is inconsiderate to other road users (eg dangerous, blocking access). A vehicle may be removed from the road if it is legally 'abandoned' (Local Government Act 1974).

Reserves

Legislation

- Reserves Act 1977
- Reserves (Infringement Offences) Regulations 2019.

Common breaches of this legislation

- Damages to Council reserves
- Planting on reserves
- Occupation of reserves.

Action	Description	Potential effects on the liable party	When this action might be appropriate
Education	Education involves explaining the nature of the breach that has occurred under the relevant legislation.	This will be recorded against the offender and considered if any further offending occurs.	If a minor offence has occurred, or there are mitigating factors, education may be appropriate in the first instance.
Formal warning	Formal warnings are written warnings that identify to the offender that a breach of the relevant legislation has occurred and that they are liable.	Non-compliance with the formal warning will be considered when escalating enforcement action.	Formal warning may be appropriate any time there is a breach of the legislation.
Infringement	An infringement is a monetary fine imposed on an individual/s and or companies. An infringement is issued when an offence under the relevant legislation has occurred.	Receipt of infringement and paying the infringement. An infringement notice will be filed and it will be taken into consideration in the future, if further non-compliance is identified.	Any breaches of s 105B of the Reserves Act 1977.
Prosecution	A prosecution is a process taken through the criminal courts to establish guilt or innocence and, if appropriate, the court will impose sanctions.	A successful prosecution will generally result in a conviction, a penalty imposed, and consideration to costs of the investigation. A prosecution forms part of the history of non-compliance and will be considered if there are future incidents of non-compliance.	A prosecution may be considered appropriate when the offence is sufficiently serious to warrant the intervention of criminal law.

Resource Management Act (RMA) 1991 (Excluding excessive noise)

Please note: The RMA requires territorial authorities to create and implement a District Plan to assist in conducting the territorial authority's functions to achieve the purpose of this Act.

Common breaches of this legislation

- District Plan rule breaches:
  - Breach of earthworks standards within District Plan
  - Number of flats/units exceeding what is permitted within the Zone
  - Commercial activity operating from residential properties
- Non-compliance with resource consent conditions
  - Environmental Management Plan (EMP) related conditions (dust and sediment leaving site, failing to submit an EMP).

Action	Description	Potential effects on the liable party	When this action might be appropriate
Education	Education involves explaining the nature of the breach that has occurred under the relevant legislation.	This will be recorded against the offender and considered if any further offending occurs.	If a minor offence has occurred, or there are mitigating factors, education may be appropriate in the first instance.
Formal warning	Formal warnings are written warnings that identify to the offender that a breach of the relevant legislation has occurred and that they are liable.	Non-compliance with the formal warning will be considered when escalating enforcement action. No further action will be taken in respect of that breach. However, the warning forms part of a history of non-compliance and will be considered if there are future incidents of non-compliance.	Formal warning may be appropriate any time there is a breach of the legislation.
Infringement	An infringement is a monetary fine imposed on an individual/s and or companies. An infringement is issued when an offence under the relevant legislation has occurred.	Receipt of infringement and paying the infringement. An infringement notice will be filed and it will be taken into consideration in the future, if further non-compliance is identified.	An infringement may be appropriate any time there is a breach of the RMA.
Abatement notice	An abatement notice is a formal, written direction that there has been a contravention of the RMA. The notice instructs an individual or company to comply with the RMA and will outline the steps required to gain compliance. Usually it includes requiring an activity to cease, requiring the offender to take action or prohibiting an activity.	A direction given through an abatement notice is legally enforceable. To breach an abatement notice is to commit an offence against the RMA and it can lead to further enforcement action. These notices can be appealed by the recipients.	An abatement notice may be appropriate, when the council has previously requested the offender take action and/ or cease an action within a certain timeframe and this has not been complied with.

Action	Description	Potential effects on the liable party	When this action might be appropriate
Enforcement order	An enforcement order can direct a party to take particular action (similar to an abatement notice). An application for an enforcement order must be made to the Environment Court, but can also be made during the course of an RMA prosecution.	A direction given through an enforcement order is legally enforceable. To breach an enforcement order is to commit an offence against the RMA and it can lead to further enforcement action.	An application for an enforcement order may be appropriate any time there is a risk of further breaches of environmental regulation, or remediation or mitigation is required because of non-compliance.
Prosecution	A criminal prosecution is taken to establish guilt or innocence and, if appropriate, the court will impose sanctions. RMA matters are heard by a District Court Judge with an Environment Court warrant. All criminal evidential rules and standards must be met in an RMA prosecution.	A successful prosecution will generally result in a conviction, a penalty imposed, and consideration to costs of the investigation. A prosecution forms part of the history of non-compliance and will be considered if there are future incidents of non-compliance.	A prosecution may be considered appropriate when the factors listed above indicate that the matter is sufficiently serious to warrant the intervention of criminal law, as well as the evidential and public interest tests being met.

Resource Management Act 1991 - Excessive Noise

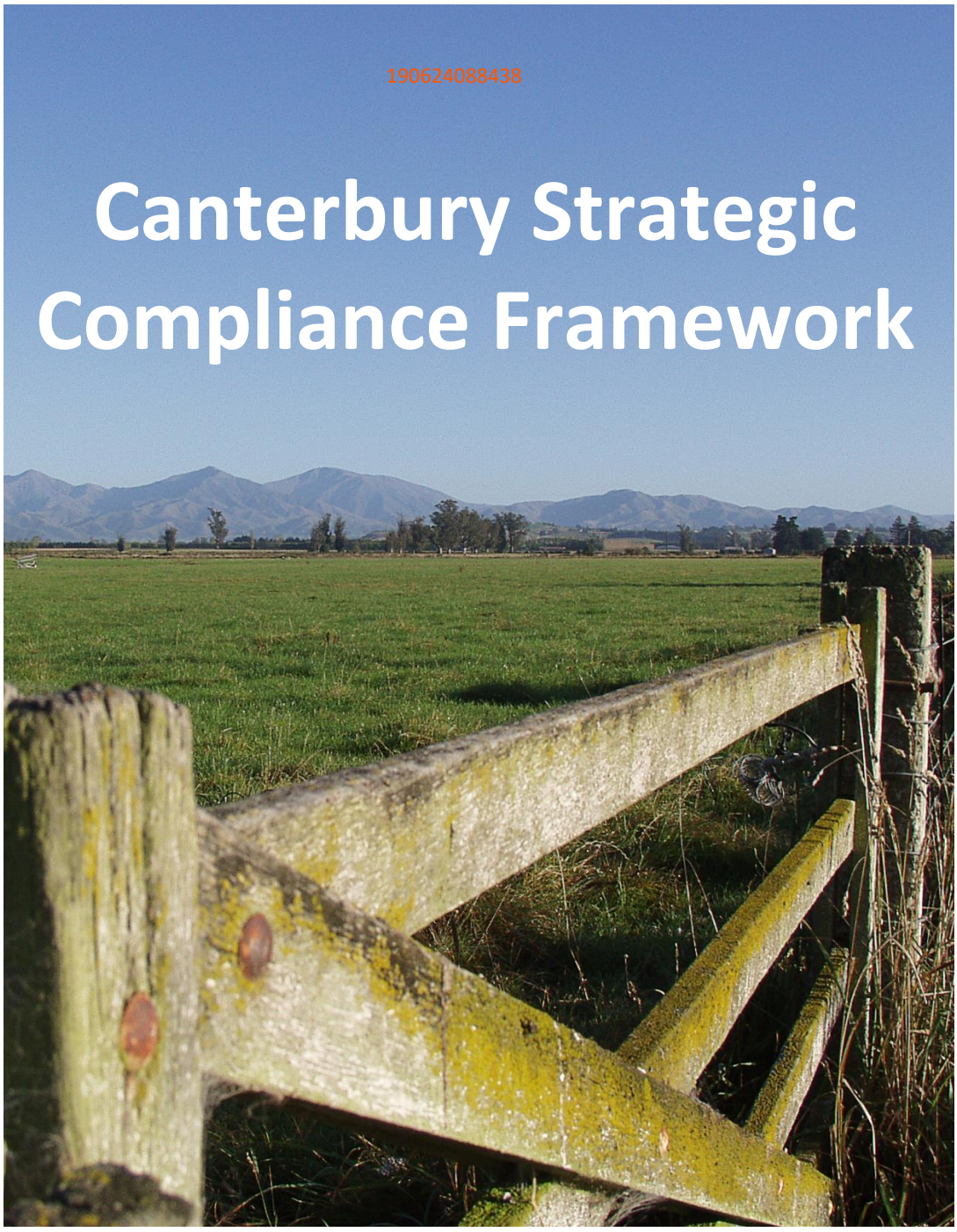
Common breaches of this legislation

- Loud stereo noise
- Excessive noise.

Action	Description	Potential effects on the liable party	When this action might be appropriate
Education	Education involves explaining the nature of the breach that has occurred under the relevant legislation.	This will be recorded against the offender and considered if any further offending occurs.	If a minor offence has occurred, or there are mitigating factors, education may be appropriate in the first instance.
Excessive Noise Direction (END)	An END is a formal verbal* or written directive instructing an offender to reduce the noise to a reasonable level. *In practice we only issue written warnings.	The offender must reduce the noise to a reasonable level for 72 hours. A breach of an END is an offence against the RMA and may result in the offending equipment being seized and may incur a $500 infringement.	If a minor offence has occurred, or there are mitigating factors, education may be appropriate in the first instance.
Formal warning	Formal warnings are verbal* or written warnings that identify to the offender that a breach of the relevant legislation has occurred and that they are liable. *In practice we only issue written warnings.	Non-compliance with the formal warning will be considered when escalating enforcement action.	Formal warning may be appropriate any time there is a repeated breach of the legislation.

Action	Description	Potential effects on the liable party	When this action might be appropriate
Infringement	An infringement is a monetary fine imposed on an individual/s and or companies. An infringement is issued when an offence under the relevant legislation has occurred.	Receipt of infringement and paying the infringement. An infringement notice will be filed and taken into consideration in the future, if further non-compliance is identified.	An infringement may be appropriate any time there is non-compliance with an Excessive Noise Direction (END) or an Abatement Notice.
Abatement notice **(to abate excessive noise)**	An abatement notice is a formal, written direction that there has been a contravention of the RMA. The notice instructs an individual or company to comply with the RMA and will outline the steps required to gain compliance. Usually it includes requiring an activity to cease, requiring the offender to take action or prohibiting an activity.	To breach an abatement notice is to commit an offence against the RMA and it can lead to further enforcement action. Failure to comply with an Abatement Notice may result in immediate seizure of equipment and a possible $750 infringement.	An abatement notice may be appropriate, for example when Council has previously educated and requested the offender take action, and/ or cease an action, within a certain timeframe and this has not been complied with.
Prosecution	A criminal prosecution is taken to establish guilt or innocence and, if appropriate, the court will impose sanctions. RMA matters are heard by a District Court Judge with an Environment Court warrant. All criminal evidential rules and standards must be met in an RMA prosecution.	A successful prosecution will generally result in a conviction, a penalty imposed and consideration to costs of the investigation. A prosecution forms part of the history of non-compliance and will be considered if there are future incidents of non-compliance.	A prosecution may be considered appropriate when the factors listed above indicate that the matter is sufficiently serious to warrant the intervention of criminal law, as well as the evidential and public interest tests being met.

Appendix 3: Canterbury Strategic Compliance Framework



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#1174963

Endorsed by the Canterbury Chief Executives Forum – 6 August 2018

Introduction

The Canterbury Chief Executives Forum agreed to the formation of a regional Compliance, Monitoring and Enforcement (CME) Working Group in May 2017 to share advice and guidance on compliance, monitoring and enforcement of environmental law across the region. The working group agreed that they would use the *Regional Sector Strategic Compliance Framework 2016-2018* as the base of their strategy and only make changes where there were Canterbury specific reasons to do so. This document also incorporates the Ministry for the Environment *Best Practice Guidelines for Compliance, Monitoring and Enforcement.*

While the key driver for adoption of this strategy is to advance compliance, monitoring and enforcement of environmental law, the Canterbury (CME) Working Group includes Territorial Local Authorities (TLAs) whose regulatory responsibilities extend much wider than this. Therefore this strategy has been tailored to meet the needs of TLAs while remaining complementary to the Regional Compliance Monitoring, Incident Response and Enforcement Guidelines used by the Canterbury Regional Council. It will act as a guide for a wide range of CME activities so some of the changes made to the *Regional Sector Compliance Framework 2016-2018* are a reflection of this wider purpose. Elements of the *Draft Christchurch City Council Regulatory Compliance Unit – Compliance Strategy* have also been incorporated into this strategy to reflect the wider scope.

Local Government in New Zealand is responsible for ensuring compliance with a variety of laws and regulations that are aimed at achieving positive community and environmental outcomes. A key role in ensuring compliance is carrying out compliance monitoring, and responding to notifications of potential breaches or incidents. This role triggers a range of associated interventions to ensure that individuals and organisations adhere to these rules and regulations for the 'public good'.

Applying a strategic approach to ensuring others are compliant enables councils to focus their compliance related programmes and interventions on the most 'important problems' – based on a range of risk based factors.

Councils within the Canterbury group have varied experience levels, resourcing challenges, limited systems and processes which impacts on their ability to achieve compliance consistently. Many TLAs are only able to be reactive with CME usually in response to complaints.

There has been no overarching, robust framework that can be shared and applied across the region. The absence of such a framework not only reduces opportunities for Councils to effectively focus resources on important compliance priorities, but also allows for inconsistent approaches between councils to be highlighted and criticised, limiting the collective effectiveness of Local Government. The purpose of this document is to address the absence of an overarching framework.

The Canterbury CME Working Group acknowledges each council has the autonomy to develop its own approach to giving effect to the framework achieving or ensuring compliance. It is appropriate that individual councils tailor their strategies and policies to meet their own needs and resources. However, we strongly advocate that individual compliance strategies should be within, and linked to, this framework.

The Canterbury CME Working Group will continue to work together to share advice, guidance, resources and training on compliance, monitoring and enforcement across the region using this framework as its guide.

#1174963
Endorsed by the Canterbury Chief Executives Forum – 6 August 2018

Purpose and overview

This document sets out a Strategic Compliance Framework (SCF) to assist Canterbury Councils to develop a consistent approach to:

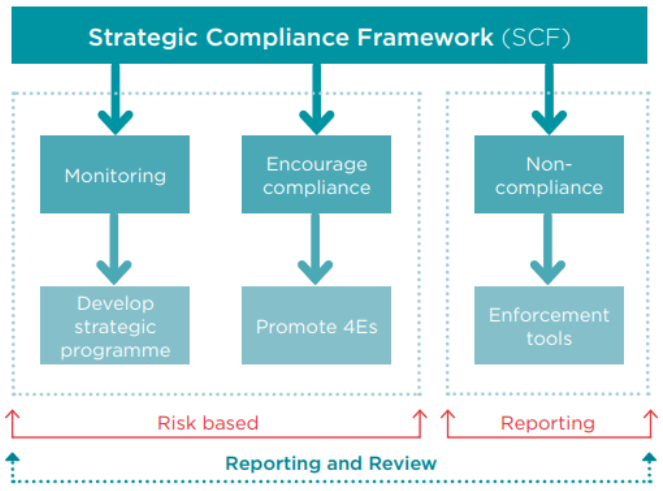
- monitor compliance (i.e. what is the state of compliance)
- encourage compliance (i.e. achieving the highest levels of compliance)
- deal with non-compliance (i.e. use of enforcement tools to bring about behaviour change)
- review each of these components (i.e. to gauge the effectiveness of the SCF).

Figure 1 shows the different elements of the SCF and how they relate. There are three major components to the SCF:

1. **Monitoring** - this includes developing strategic programmes
2. **Encouraging Compliance** – using the proactive 4Es model (refer page 9)
3. **Non-compliance** – using enforcement tools to deal with non-compliance

Monitoring and encouraging compliance employs a risk-based approach in its execution (it's about prioritising resources based on risk) and dealing with non-compliance using a 'toolbox' of enforcement tools. A key component of any SCF is the requirement to report and review.

Figure 1: Elements of a Strategic Compliance Framework



Principles to guide compliance operations

The implementation of a Strategic Compliance Framework should adopt the following operating principles. These principles should guide how we develop strategic compliance programmes:

Transparent

We will provide clear information and explanation to the regulated community about the standards and requirements for compliance.

Consistency of process

Our actions will be consistent with the legislation and within our powers. Compliance and enforcement outcomes will be consistent and predictable for similar circumstances. We will ensure that our staff have the necessary skills and are appropriately trained, and that there are effective systems and policies in place to support them.

Fair, reasonable, and proportional approach

We will apply regulatory interventions and actions appropriate for the situation. We will use our discretion justifiably and ensure our decisions are appropriate to the circumstances, that our interventions and actions will be proportionate to the risks posed to people, the environment, and the seriousness of the non-compliance.

Evidence based, informed

We will use an evidence-based approach to our decision-making. Our decisions will be informed by a range of sources, including sound science, information received from other regulators, members of the community, industry, and interest groups.

Collaborative

We will work with and, where possible, share information with other regulators and stakeholders to ensure the best compliance outcomes for our region. We will engage with the community and consider public interest, those we regulate, and government to explain and promote environmental requirements, and achieve better community safety and environmental outcomes.

Lawful, ethical and accountable

We will conduct ourselves lawfully and impartially and in accordance with these principles, relevant policies, and guidance. We will document and take responsibility for our regulatory decisions and actions. We will measure and report on our regulatory performance.

Targeted

We will focus on the most important issues and problems to achieve the best environmental outcomes, and on those that pose the greatest risk to the community. We will apply the right tool for the right problem at the right time.

Responsive and effective

We will consider all alleged non-compliance to determine the necessary interventions and action to minimise impacts on the environment and the community and maximise deterrence. We will respond in an effective and timely manner in accordance with legislative and organisational obligations.

Developing a strategic compliance monitoring programme

As part of the monitoring component of the SCF, a Strategic Compliance Monitoring Programme ensures that the appropriate resources are allocated to activities by determining the monitoring frequency and intervention method, dependant on the risk to the environment, community and individuals from that activity.

This programme may include:

- Using criteria to assess the likelihood and consequences of non-compliance occurring. These could include:
    - Council priority areas
    - Community and tāngata whenua expectations
    - Sensitive or endangered environments
- Determining a compliance monitoring priority list appropriate to each TLA
- Determining type/level of intervention according to risk profile
- Determining resourcing to match combination of interventions that apply
- Determining monitoring frequencies
- Developing procedures, charging regime, database recording system

Compliance monitoring methods

Compliance monitoring can be carried out in various ways including:

- **Site visits** - to assess compliance, at a moment in time, against consent / licence conditions and rules e.g. Controlled Purchase Operation
- **Desk top audit** - based on data provided by the consent / licence holder
- **Patrolling** – to proactively monitor areas or activities e.g. Parking, Animal Control
- **Inspections** – to check compliance with consents / licenses e.g. Building, Food Act 2014
- **Community reports, complaints or notifications** – feeds into the risk assessment and frequency of interventions
- **Pro-active campaigns** – targets particular activity types

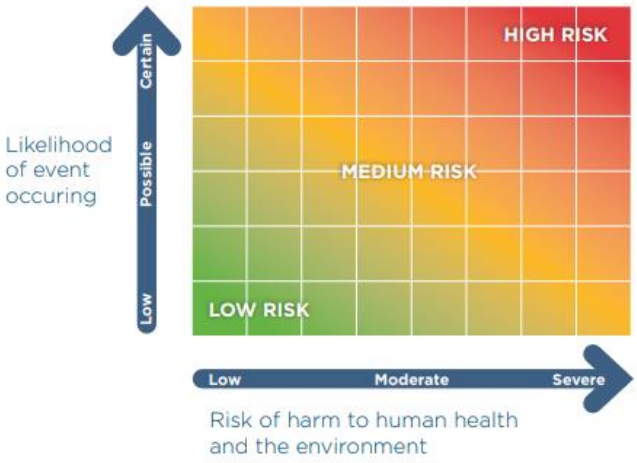
Prioritise resources using a risk based methodology

The most common and effective way to set up a compliance monitoring programme is to use a risk assessment method to determine priority areas. The Government expects that 'Departments…will maintain a transparent, risk-based compliance and enforcement strategy'[1].

In the context of compliance monitoring, risk is traditionally calculated using the likelihood of a non-compliance occurring and the consequent magnitude of harm to human health and the environment (including cultural, social and economic effects). The ranking/level of risk calculated informs development of an appropriate compliance monitoring response that considers the appropriate frequency, type and scale of monitoring.

Applying a risk based approach enables monitoring efforts to be focused on the biggest risks to the environment and community and target areas where businesses and people are less likely to comply. It is important to remember that a risk matrix should be used for focusing monitoring efforts and is not an enforcement decision making tool.

Figure 2: Generic Risk Matrix



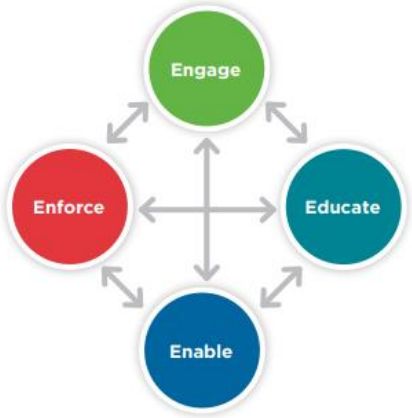
[1] New Zealand Productivity Commission. Regulatory institutions and practices 2014

Encouraging compliance

It is important to take a comprehensive 'spectrum' approach to encourage the highest levels of compliance through developing understanding and sustained behaviour change.

The 4Es Model[2] is a helpful way of displaying the four components that a comprehensive strategy should have. The 4Es: Engage, Educate, Enable and Enforce are not exclusive of each other. It is recognised that different components of the model may be carried out by different parts of an organisation. Regardless of who has responsibility for implementing each component of the model it is vital that they are coordinated and a high level of communication is maintained to ensure that full effect is being achieved.

Figure 3: The 4Es



The resource and emphasis put into any one "E" will be determined by an individual council or part of the council responsible for ensuring compliance with a particular activity. It may be that councils put more emphasis on different components over time and that the use of the 4Es is dynamic and changes, but in a coordinated and planned fashion. Each of the components is explained in more detail:

Engage – consult with regulated parties, stakeholders and community on matters that may affect them. This will require maintaining relationships and communication until final outcomes have been reached. This will facilitate greater understanding of challenges and constraints, engender support and identify opportunities to work with others.

Educate – alert regulated parties to what is required to be compliant and where the onus lies to be compliant (i.e. with them!) Education should also be utilised to inform community and stakeholders about what regulations are in place around them, so that they will better understand what is compliant and what is not.

[2] Adapted from Zaman 2015

Enable – provide opportunities for regulated parties to be exposed to industry best practice and for what is required to be compliant. Link regulated parties with appropriate industry advisors. Promote examples of best practice.

Enforce – when breaches of regulation, or noncompliance are identified, then an array of enforcement tools are available to bring about positive behaviour change. Enforcement outcomes should be proportional to individual circumstances of the breach and culpability of the party.

Dealing with non-compliance

When non-compliant activities are identified there needs to be an explicit response that is proportionate to the overall circumstances of the offending. The response should be clear, and be able to be understood by the regulated party as well as the community. Councils must strive to ensure that responses are not inconsistently applied.

A proportionate, risk-based compliance strategy

"A successful and cost effective compliance strategy will draw on a range of options for responding to non-compliance. Responses can range from encouraging and assisting an individual or business to comply where the risk presented is minor, to revoking an operating licence and bringing criminal or civil court action in cases of serious risk and deliberate non-compliance."

CCCP – Achieving Compliance; A Guide for Compliance Agencies in New Zealand June 2011; page 172

In the TLA context we have a broad range of enforcement obligations and various enforcement tools available to ensure compliance for each activity undertaken as shown in the table below.

	Oral Warning	Written Warning	Notice to Fix	Infringement Notice	Abatement Notice	Enforcement Order	Prosecution
Building	x	x	x	x			x
Resource Consents	x	x		x	x	x	x
Environmental Health	x	x					x
Liquor	x	x		x			x
Parking	x			x			x
Noise	x	x			x		x
Animal Control	x	x		x			x
District Plan	x	x		x	x	x	x
Bylaws	x	x					x

Taking any kind of enforcement action can have a profound impact on the subject of the action and cannot be taken lightly. Decisions on enforcement action must be based

on reliable and correctly obtained information[3] so that an informed decision can be made. This information will not only determine whether a breach has occurred but also how serious the breach is.

Below are two enforcement approaches, the first is specific to the RMA, the second for all other TLA responsibilities.

1. Enforcement options – RMA specific approach

The RMA and case law provide the formal enforcement tools that are available to the Sector. It may be that individual agencies also develop informal tools which can be effective when used appropriately. It will be important to ensure these informal tools are consistent with the principles and purpose of the Strategic Compliance Framework.

Enforcement tools can be categorised into two main functions. **Directive** actions are about looking forward and righting the wrong. **Punitive** actions are about looking back and holding people accountable for what they have done. These actions are described in more detail at Appendix 3.

"… where a regulated entity deliberately or persistently fails to comply, it is vital that the agency take swift and firm enforcement action. Failing to do this will:

- *Unfairly advantage those who are noncompliant, as against those who comply voluntarily*
- *Undermine incentives for voluntary compliance*
- *Damage the agency's credibility with the regulatory sector and the wider public, who will perceive that the agency allows deliberate offenders to 'get away with it'*
- *Undermine the agency's own internal morale"*

CCCP – Achieving Compliance; A Guide for Compliance Agencies in New Zealand June 2011; page 181 14

Decision making – factors to consider

The courts have provided helpful guidelines[4] as to what factors are appropriate to consider in RMA cases to determine the seriousness of a breach. These factors should be adopted be used to guide their enforcement decision making:

- What are the actual adverse effects that have occurred from the breach?
- What are the likely or potential adverse effects arising from the breach?
- What is the value or sensitivity of the environment affected by the breach?

[3] It is expected that the Regional Sector will gather information in keeping with best practise detailed in Basic Investigative Skills for Local Government ISBN 978-0-9876661-9-2

[4] Machinery Movers Limited –v Auckland [1994] 1 NZLR 492 & Selwyn Mews Ltd –v- Auckland City Council HC Auckland CRI -2003-404-159

- Was the breach a result of deliberate, negligent or careless behaviour?
- What degree of care was taken by the culpable party and how foreseeable was the incident?
- What efforts were made by the culpable party to remedy or mitigate the effects of the breach?
- How effective was that remediation or mitigation?
- Was any profit or benefit gained from the breach by the culpable party?
- Is this incident a repeat non-compliance by the culpable party, or has previous enforcement action been taken against the party for the same or similar breach?
- Has the culpable party failed to act on prior instructions, advice or notice?

If prosecution is being considered then three additional factors should be considered:

- What degree of deterrence is required in relation to the culpable party?
- What degree of general deterrence is required for the wider industry or community?
- Have the Solicitor Generals Prosecution Guidelines prerequisites for prosecution been satisfied?

Not every factor will be relevant every time. On occasion one single factor may be so overwhelmingly aggravating, or mitigating, that it may influence the ultimate decision. It is inappropriate to take a matrix or numerical approach to weighing and balancing these factors. Each case is unique and the individual circumstances need to be considered on each occasion to achieve a fair and reasonable outcome. The discretion to take enforcement action, or not, sits solely with the prosecuting agency[5].

An example of an RMA Prosecution Policy is included in Appendix 3. This Policy sets out principles and guidelines to follow when deciding whether or not to initiate criminal proceedings for offences under the RMA.

2. Enforcement options – general TLA approach

When breaches and non-compliance activities are identified, we will respond in a way that is consistent with and proportionate to the overall circumstances of the breach / non-compliance.

Enforcement responses follow a model of voluntary, assisted, directed or enforced compliance (VADE). This model is based on recognised behaviours that guide the delivery of the appropriate intervention. It is suitable for use across all TLA regulatory areas.

[5] New Zealand Law Commission http://www.nzlii.org/nz/other/nzlc/report/R66/R66-5_.html

The VADE model recognises that most people and businesses are willing to voluntarily comply with their regulatory obligations, or can be encouraged to do so. Enforcement responses escalate depending on the seriousness of the conduct, extent of the harm and public interest factors.

The table below illustrates this VADE model.

	Description of compliance behaviour	**Example**	**Likely scenario**	**Likely compliance / enforcement approach**
Voluntary	Persons seek to voluntarily comply and be informed about their legal obligations. The activities that they undertake are compliant and cause no related nuisance. Such people know and are aware of their obligations and make every effort to consciously comply.	Undertake consented activities in a careful and considerate manner taking into account the needs of the local community and environment. Ensures swimming pool fencing meets the requirements of the Act.	Most likely	Praise Education / advice where required
Assisted	People are attempting to comply but are uninformed about their legal obligations or responsibilities. They will alter unintentional nonconforming behaviour when educated.	Unintentionally undertakes an activity that contravenes their consent approvals and/or underlying application Minor potential for environmental or community impact	Most likely	Education / advice – verbal and collateral
Directed	People take advantage of the opportunity not to comply with their legal obligations or responsibilities. They know the rules but will take the opportunity to avoid compliance. Likely to challenge Officer requests. May alter behaviour when educated.	Does not always complete required actions in manner agreed because of a quicker or less costly alternative. Disregards any potential impact for environmental or community impact. Risks for environmental or community impact are medium to high.	Less likely	Education – verbal and collateral Warnings Infringement notices Enforcement order Abatement notice (where 'near miss' for significant environmental breach)
Enforced	People deliberately, and without any regard, undertake non complying activity in breach of known obligations and responsibilities. Recidivist activities. Knows the rules and associated parameters/conditions and has complete disregard for operating within these. Very likely to challenge Officer requests.	Deliberately undertakes non-consented activities; Deliberately disregards impact for local environment and communities. Risks for environmental or community impact are high.	Least likely	Infringement notice Abatement notice Enforcement order Prosecution (Gross breaches)

Reporting and reviewing

Reporting

To assist with assessing the effectiveness of the strategy it would be useful to have systems in place to capture sufficient, relevant and comparable data to inform any review.

In relation to the RMA Councils are already required to report on CME functions through the annual National Monitoring System to the Ministry for the Environment.

It may be that there is other information that would be useful to collect to support the scope of the Canterbury Compliance, Monitoring and Enforcement Working Group which includes:

- Establishing regional consistency regarding principles and approach to compliance, monitoring and enforcement
- Sharing advice, guidance, resources and training on compliance, monitoring and enforcement
- Incorporating best practice approaches across the region
- Identifying and addressing emerging issues, risks, limitations and/or barriers

Systems should be in place to capture sufficient data to enable reliable trend based information to inform any review of this strategy.

Reviewing

The purpose of review is to ensure the effectiveness of a SCF, in terms of its individual components and the overall framework. A review of this strategy will be undertaken every three years to address any operational or implementation issues, ensure the strategy is achieving its purpose and recognise any relevant legislative amendments.

Appendix 1: Application of a risk based approach – an RMA example

A risk matrix is a front-end tool that can be used to assess the risk of an activity. This assessment impact on the frequency as detailed in the tables below. The factors likely to be relevant to compliance monitoring are:

Factors to assess consequence/harm

- The environmental media involved
- The impact on the environment from the operation when it operates within the conditions of the consent
- The impact on the environment when the operation does not operate within the conditions
- The sensitivity of the local environment, such as the proximity to residential premises or waterways, or areas of cultural significance

Factors to assess likelihood of non-compliance

- The scale and complexity of the activity
- The historical compliance history of similar activities
- The compliance history of the business or person being regulated

Other factors could include:

- District Plan Priorities
- Science monitoring programme priorities
- National regulations
- Council and community priorities
- Stakeholder priorities to determine

The risk matrix shown in Table 1 (page 17) is a generic example; it can be used to semi qualitatively assess the level of risk associated with different consented activities. The numbers assigned are a guideline and can be varied to accommodate individual council's requirements.

Table 1: Risk assessment matrix

Likelihood of non-compliance (%)	Consequence of Environmental/Human Effect caused by non-compliance				
	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Severe (5)
40+ (5)	Minor	Moderate	Moderate	High	High
30-40 (4)	Minor	Minor	Moderate	Moderate	High
20-30 (3)	Low	Minor	Minor	Moderate	Moderate
10-20 (2)	Low	Minor	Minor	Minor	Moderate
0-10 (1)	Low	Low	Low	Minor	Minor

Activities that are likely to be compliant, and where the impact of non-compliance is expected to be insignificant or minor, have a low level of risk (green shading). Conversely, activities have a high level of risk (red shading) where non-compliance is more likely, and the impacts of non-compliance may be severe.

The resultant risk score is then used to set the compliance monitoring frequency using Table 2.

Table 2: Monitoring frequency ranges

Risk Score	Monitoring Frequency Ranges
13+	Less than 1 yearly
9-12	1 to 3 years
4-8	3 to 5 years
1-3	Greater than 5 yearly

The compliance monitoring frequencies can also be influenced by national requirements (for example the water regulations) and the nature of the consent conditions; some resource consents will specify a monitoring frequency. In addition some resource consents require the submission and review of various monitoring reports on an annual (or more frequent) basis.

Appendix 2: Application of the a VADE based approach – a general regulatory example

Enforcement response guidelines

Guiding principles for decision-making on enforcement responses

Decisions regarding the Council's enforcement responses will take into account the attitude towards compliance and be:

- logical, timely and considered
- evidence-based
- made impartially and without fear, favour, bias, prejudice or improper motive
- sufficiently robust and well-documented to withstand judicial review
- proportionate to the risk posed by the non-complaint behaviour, and the attitude towards compliance
- consistent with the law, the public interest, and the Council's strategic objectives

Factors for consideration

Enforcement responses follow a model of voluntary, assisted, directed or enforced compliance (VADE). This model is based on recognised behaviours that guide the delivery of the appropriate interventions.

The factors for consideration are set out below.

Application of these factors requires expertise and experience to be applied in the process of weighing up which compliance tools might be most applicable.

Extent of harm or risk of harm: This includes harm or potential harm to the community and environment. Actions that create risks but do not actually lead to harm occurring can still be serious and require a firm response.

- There is minimal or no harm or risk of harm
- Harm is, or would likely be easily remedied
- Harm is, or would likely be restricted in scale or effect
- There is significant or widespread harm or potential for such harm
- Harm is actually or potentially caused to a vulnerable section of the community / environment

Conduct: Conduct in this context means the behaviours, intent and capability of the person / organisation whose actions are being considered.

- It is first-time or one-off behaviour that is unlikely to be repeated
- The conduct is accidental or resulted from momentary carelessness or the result of a limited understanding of the law
- Mitigating factors exist
- The behaviour is deliberate, reckless or involving consistent carelessness
- The conduct is repeated, ongoing
- There is a serious departure from expected lawful behaviour
- Aggravating factors exist

Public interest: Public interest can be described as something being in the interest of the wider public or of public importance. It is more than simply interest from the public or expectation from the public of action. Considerations include responsibility to victims, the need to clarify the law, and whether the matter at hand reflects a widespread problem that can be usefully addressed by highlighting the need for compliance.

- The conduct occurred some time ago and has ceased
- The legal principles involved are well-established and do not require clarification in court
- A decision not to act would undermine public confidence in the maritime transport system, or a significant sector within the system
- The conduct involves a new or significant service to a large travelling public
- Action is necessary to clarify a grey area in the law
- Action is necessary to deter others from similar conduct

Attitude to compliance: Typically, the nature of the responses will be informed by, and tailored to, the attitude of individuals or organisations involved towards compliance. This helps ensure that the intervention(s) chosen will have the desired effect. This does not prevent significant action being taken for other reasons, even when attitude is good.

- Willing and able to comply
- Willing but not able to comply
- Reluctant to comply
- Unwilling to comply

- Actively and intentionally non-compliant
- Available enforcement responses

Assessment against the factors above, and attitude to compliance, will support a decision about the best course of action.

There is a range of possible enforcement responses available from: an approach based on information, education and engagement to support and encouraging compliance; to an approach (usually through investigation) that may lead to enforcement interventions such as infringement notices, or other civil or criminal action under applicable law. Multiple interventions may be appropriate and applied together.

The table below reflects the intended method of weighing up the relevant factors and attitude to compliance to determine the appropriate response:

	Description of compliance behaviour	**Example**	**Likely scenario**	**Likely compliance / enforcement approach**
Voluntary	Persons seek to voluntarily comply and be informed about their legal obligations. The activities that they undertake are compliant and cause no related nuisance. Such people know and are aware of their obligations and make every effort to consciously comply.	Undertake consented activities in a careful and considerate manner taking into account the needs of the local community and environment. Ensures swimming pool fencing meets the requirements of the Act.	Most likely	Praise Education / advice where required
Assisted	People are attempting to comply but are uninformed about their legal obligations or responsibilities. They will alter unintentional nonconforming behaviour when educated.	Unintentionally undertakes an activity that contravenes their consent approvals and/or underlying application Minor potential for environmental or community impact	Most likely	Education / advice – verbal and collateral
Directed	People take advantage of the opportunity not to comply with their legal obligations or responsibilities. They know the rules but will take the opportunity to avoid compliance. Likely to challenge Officer requests. May alter behaviour when educated.	Does not always complete required actions in manner agreed because of a quicker or less costly alternative. Disregards any potential impact for environmental or community impact. Risks for environmental or community impact are medium to high.	Less likely	Education – verbal and collateral Warnings Infringement notices Enforcement order Abatement notice (where 'near miss' for significant environmental breach)

	Description of compliance behaviour	Example	Likely scenario	Likely compliance / enforcement approach
Enforced	People deliberately, and without any regard, undertake non complying activity in breach of known obligations and responsibilities. Recidivist activities. Knows the rules and associated parameters/conditions and has complete disregard for operating within these. Very likely to challenge Officer requests.	Deliberately undertakes non-consented activities; Deliberately Disregards impact for local environment and communities. Risks for environmental or community impact are high.	Least likely	Infringement notice Abatement notice Enforcement order Prosecution (Gross breaches)

Appendix 3: Enforcement tools - RMA

Directive actions

ACTION	DESCRIPTION OF ACTION	POTENTIAL IMPACTS ON THE LIABLE PARTY	WHEN MIGHT THIS ACTION BE APPROPRIATE?
Letter of direction	To prevent further breaches, or to remedy or mitigate the effects of non-compliance, council can give a written direction for a party to take or cease a particular action.	Such a direction is not legally enforceable.	Letters of direction should be reserved for dealing with co-operative parties, who are motivated to follow the direction, and where the breach is of a minor nature, consistent with a breach that would perhaps also receive a formal warning.
Abatement notice	An abatement notice is a formal, written directive. It is drafted and served by council instructing an individual or company to cease an activity, prohibit them from commencing an activity or requiring them to do something. The form, content and scope of an abatement notice are prescribed in statute.	A direction given through an abatement notice is legally enforceable. To breach an abatement notice is to commit an offence against the RMA and make liable parties open to punitive actions.	An abatement notice may be appropriate any time that there is a risk of further breaches of environmental regulation or remediation or mitigation is required as a result of non-compliance.
Enforcement order	Like an abatement notice an enforcement order can direct a party to take particular action. However, an application for an enforcement order must be made to the Environment Court but can also be made during the course of a RMA prosecution.	A direction given through an enforcement order is legally enforceable. To breach an enforcement order is to commit an offence against the RMA and make liable parties open to punitive actions.	An application for an enforcement order may be appropriate any time there is a risk of further breaches of environmental regulation, or remediation or mitigation is required as a result of non-compliance.

It is important to note that for every directive action, where a breach has been established that Council may also elect to take punitive action.

Punitive actions

ACTION	DESCRIPTION OF ACTION	POTENTIAL IMPACTS ON THE LIABLE PARTY	WHEN MIGHT THIS ACTION BE APPROPRIATE?
Formal warning	A formal warning Is documented by way of a letter to a culpable party informing them that an offence against the RMA has been committed, and that they are liable.	No further action will be taken in respect of that breach. However, the warning forms part of a history of non-compliance and will be considered If there are future incidents of non-compliance.	A formal warning may be given when: • an administrative, minor or technical breach has occurred; and • the environmental effect or potential effect, is minor or trivial in nature; and • the subject does not have a history of non-compliance; and • the matter Is one which can be quickly and simply put right; and • a written warning would be appropriate In the circumstances.
Infringement notice	An infringement notice Is a written notice which requires the payment of a fine. The amount of the fine Is set in law. Depending on the breach the fine will be between $300 and $1000.	No further action will be taken in respect of that breach. However, the Infringement notice forms part of the history of non-compliance and will be considered if there are future incidents of non-compliance.	An infringement notice may be issued when: • there is prima facie (on the face of It) evidence of a legislative breach; and • a one-off or Isolated legislative breach has occurred which is of minor impact and which can be remedied easily; and • where an Infringement notice is considered to be a sufficient deterrent.
Prosecution	A prosecution is a process taken through the criminal courts to establish guilt or innocence and, if appropriate, the court will impose sanctions. RMA matters are heard by a District Court Judge with an Environment Court warrant. All criminal evidential rules and standards must be met In a RMA prosecution.	A successful prosecution will generally result in a conviction, a penalty imposed and consideration to costs of the Investigation. A prosecution forms part of the history of non-compliance and will be considered if there are future incidents of non-compliance.	A prosecution may be considered appropriate when the factors listed above indicate that the matter is sufficiently serious to warrant the intervention of the criminal law.

Appendix 4: Example of an enforcement strategy and prosecution policy

QUEENSTOWN LAKES DISTRICT COUNCIL

Enforcement Strategy and Prosecution Policy

Adopted – Council 26 June 2014

Enforcement Strategy

INTRODUCTION

Queenstown Lakes District Council is responsible for the administration and regulation of a wide range of functions across the district. The regulatory activities that the Council deals with include:

- Building and resource consents
- Parking
- Animal control
- Noise management
- Bylaws enforcement
- Liquor licensing
- Environmental health
- Waterways
- District Plan

The Council endeavours to work with various stakeholders, statutory organisations, voluntary groups, individuals and non-governmental organisations to achieve high levels of compliance with the various regulatory requirements.

This strategy sets out the general principles that Queenstown Lakes District Council intends to follow in relation to its regulatory obligations.

ENFORCEMENT MATRIX

Council has various enforcement tools to ensure compliance for each activity undertaken.
Table 1: Enforcement Tools

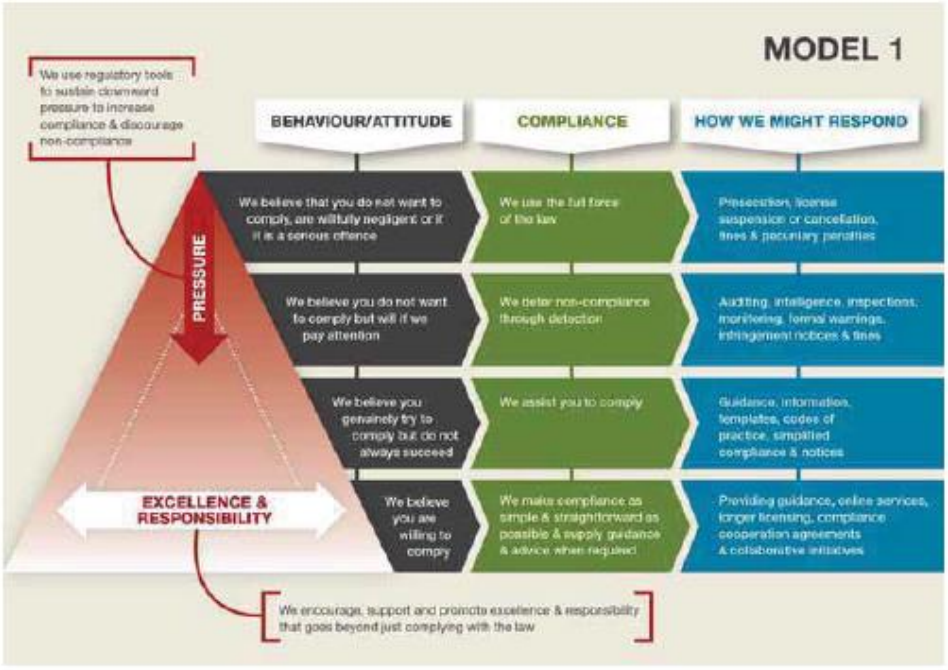
	Oral Warning	Written Warning	Notice to Fix	Infringement Notice	Abatement Notice	Enforcement Order	Prosecution
Building	x	x	x	x			x
Resource Consents	x	x		x	x	x	x
Environmental Health	x	x					x
Liquor	x	x		x			x
Parking	x			x			x
Waterways	x	x		x			x
Noise	x	x			x		x
Animal Control	x	x		x			x
District Plan	x	x		x	x	x	x
Bylaws	x	x		x			x

The enforcement tool used to achieve compliance is dependent upon factors such as:

- The nature and scale of the harm caused by the offending;
- The nature of the penalty which is likely to be most effective in ensuring compliance or acting as a deterrent;
- Whether the offending relates to a Council priority for greater compliance;
- Whether there is general public awareness of the regulation; and
- Whether there has been previous offending.

Enforcement Strategy

The relationship of the relevant factors which assist in determining the action taken is shown in the below model:



Please note: In certain circumstances legislation will dictate the appropriate response/ penalty.

GOAL

The Council's principal enforcement goal is:

To increase the level of voluntary compliance with the law through an effective and appropriate enforcement activity.

OUTCOMES

The outcomes that the Council endeavour to achieve are:

a) *Our community complies with national and local legislation because they are well-understood and easy to comply with; and*

b) *Our community is confident that Council will enforce laws in a timely, effective, and fair manner.*

Enforcement Strategy

STRATEGY

This enforcement strategy is based on the following principles:

Self-Compliance

A high level of self-compliance reduces the cost and time to Council of enforcing the law. To foster a high level of self-compliance we will focus on ensuring:

- We have concise and well-drafted (in plain English) bylaws that are easy to comply with;
- Where practicable, we will regularly communicate with the public on their statutory obligations (and the consequences for non-compliance). This will include publicising any regulations and any significant changes to the law, and giving warnings of increased enforcement action where appropriate;
- We target priority areas of compliance with specific campaigns or media articles;
- We provide access to the various laws Council enforces on the QLDC website;
- We provide clear signage to ensure that the public is aware of any applicable restrictions (e.g. parking);
- Where remedial action is required, we clearly explain the reason why the action is necessary and when it must be carried out; and
- Our enforcement for minor or inadvertent offending is light-handed with breaches generally being dealt with by way of warning and/or explanation before penalties are imposed.

Proportionate Enforcement

The Council has finite budget and staff resources to meet all of its regulatory enforcement activities. The Council needs to determine the most effective and cost-efficient method of enforcement for each regulatory activity. In determining how best to enforce various legislation Council officers will consider:

- The seriousness of the infringement/offending;
- Harm caused by the offending;
- Whether there has been previous infringing/offending;
- The level of penalty required to act as a deterrent;
- The standard penalty for a particular type of offending and whether it is a sufficient deterrent;
- Alternative penalties;
- Whether the offence has been prioritised by Council;
- The cost of various enforcement options;
- Any mitigating factors such as age or health of offender
- Whether offending was inadvertent or calculated;
- The ease of voluntary compliance.

It will generally be appropriate for minor matters (e.g. parking) that Council issues infringement notices at the prescribed penalties. Such laws are usually well-understood and consistent enforcement is usually the most effective way that the social issue

underlying the enforcement action (e.g. ensuring safe and smooth movement of traffic) is addressed.

A more discretionary and targeted approach is appropriate for more serious offending, where there may be differing levels of public understanding or where the cost of enforcement may be significant. In these situations (e.g. a breach of an abatement notice) Council may appropriately identify a suitable case of offending where significant resources will be applied and serious penalties sought. Such one-off cases of enforcement may then act as a sufficient deterrent to ensure general compliance for similar kinds of breaches.

In addition, just as Police target drivers with excess breath alcohol at certain times, Council may choose to prioritise certain enforcement areas and direct resources towards them on the basis those activities relate to social concerns that have particular importance at a given time or to a particular community within the District (e.g. enforcement of alcohol laws within Queenstown Central Business District).

Council may also adjust the allocation of resources based on changing circumstances or public concerns (e.g. increased patrolling where complaints have been received in relation to freedom camping.)

Interagency collaboration

In order to effectively achieve the desired outcomes some aspects of enforcement are likely to involve the Police. While the bulk of enforcement activities will not require police assistance, it will be sought where there are safety risks to Council staff (e.g. aggressive behaviour) or necessary where Police powers are required (e.g. seizure of property).

For such action to be carried out cost-efficiently, Police will receive advance notice wherever feasible so that the collaboration can be co-ordinated with other Police work (e.g. monitoring of licensed premises).

Fairness

In enforcing laws the Council should strive to conduct itself in a manner that public perceive to be fair and reasonable. This promotes public respect for the laws being enforced and increases levels of voluntary compliance. This can be achieved through:

- Consistency in enforcement;
- Ongoing education, and engagement with the public;
- Transparency in relation to the Council enforcement policies and priorities;
- Good use of judgment and discretion in determining the method of enforcement and (where applicable) suitable penalties; and
- Training to ensure that Council staff conduct themselves in a courteous, friendly and professional manner consistent with the regulations that they are enforcing.

Enforcement Strategy

Areas of Enforcement & Operational Activities

The Council takes many steps every day to pursue self-compliance with national and local legislative requirements.

Many matters can be easily resolved through education and advice without the need for enforcement. However, we also have a responsibility to the community to ensure that where non-compliance does occur the appropriate enforcement action is undertaken.

The action taken will reflect two key enforcement activity streams:

1. **Key Result Areas (Priority Activities)**
2. **Supporting Enforcement Activities**

Key Result Areas (Priority Activities)

Alcohol

Objective: *To ensure legislative obligations are met and conditions of licences are adhered to, to minimise alcohol related harm through excessive or in appropriate consumption of alcohol.*

Action: (1) *To undertake regular monitoring of licensed premises to ensure that compliance with licence conditions and standards is the normal behaviour of licensees.*
(2) To ensure the rules and consequences are communicated clearly to licensees.

The introduction of the Sale and Supply of Alcohol Act 2012, increased the need to educate licensees regarding their legislative obligations. Non-compliance provides a risk to both public health and safety and to our reputation as a tourist destination, due to associated alcohol related violence and anti-social behaviour.

An increased level of monitoring of licensed premises to verify the level of compliance is a primary focus of Council, particularly for premises rated as high risk or very high risk.

It is important that the public have confidence in Council to uphold standards and to hold licensees accountable where standards or licence conditions are not met.

Council will increase the monitoring of promotional events to address an on-going issue of inappropriate promotions of alcohol and take appropriate enforcement ranging from warnings to seeking a suspension of a licence. Where continued issues remain and three suspensions in three years have been established, Council may seek a cancellation of a licence with the Alcohol Regulatory and Licensing Authority for a minimum of five years.

Dogs (Animal Control)

Objective: *Ensure that there is a safe recreational environment for both dog owners and other members of the public by minimising the incidence of roaming dogs and dogs not kept under effective control.*

Enforcement Strategy

Action: *(1) Maintain targeted patrolling to reduce the level of roaming dogs and reduce the potential for dog attacks;*
(2) Responding quickly to any public complaints regarding roaming or aggressive dogs.

Targeted areas:

The number of dog attacks (on other animals or people) fluctuates from year to year, but overall, levels remain steady. However, roaming dogs are an increasing problem which gives rise to a range of issues e.g. attacks, incidents of worrying stock, dog fouling and general nuisance.

While Council will provide a quick response to all general dog complaints, particular priority will be given to dog attacks to protect the public and to assist the public in a distressing situation. The Council will evaluate dogs involved in attacks to determine the most appropriate level of enforcement, including the need to classify a dog as menacing or dangerous.

Increased targeted patrolling will be undertaken early in the mornings and later in the evenings to reflect the trends of offending and complaints received. Dog owners appear to allow dogs to roam rather than being kept under control or confined to the property at those times.

To facilitate the enforcement against offending dog owners, it is important that all dogs within the Queenstown Lakes District are registered and where self-compliance is not undertaken the Council will enforce this legislative requirement.

The Council will carry out a joint visit with the Police to any premises where we need to seize a dog from inside a dwelling or where there is a threat to public safety.

Littering

Objective: *Providing a litter-free district that our community is proud of and our visitors admire.*

Action: *(1) Educating visitors and the wider community on Council's strong anti-littering stance;*
(2) Improving the identification of littering offenders and enforcement responses.

Targeted areas:

There has been an increase in littering within the Central Business District from commercial operators, who are not effectively managing their rubbish disposal. Rubbish bags and bins are left on Council land for long periods or left outside expected pick up times. This rubbish can become a target in the evenings and be strewn over our streets.

An education programme will be undertaken to advise businesses of collection times, expectations on removing rubbish that has not been collected and the Council's strong anti-littering stance.

Council will increase the enforcement against offenders where rubbish is left on Council land and utilise the custodian and parking officer resources to enable a more effective response to this issue.

Resource Management (Planning)

Objective: *To provide a high quality natural and built environment across the district.*

Action: *(1) To undertake the monitoring of resource consent applications with such regularity that compliance with the conditions is the default behaviour.*

Council will increase the frequency of monitoring resource consents to increase public confidence in Council and to promote self-compliance from consent holders.

Building (Development)

Objective: To protect the health and safety of all users of buildings and encourage a high level of self-compliance with the law.

Action: *(1) To ensure information is clear and easily available so applicants are aware of the building rules;*
(2) To review all Certificate of Acceptance applications to determine if enforcement action is necessary.

There has been a significant increase in the level of unconsented building works resulting in Certificate of Acceptance applications over the last year. This is not achieving the community outcomes as a result of Council not being able to inspect building works at the necessary stages.

To encourage self-compliance Council will increase the level of enforcement when processing Certificates of Acceptance for applications that should have had building consent.

Supporting Enforcement Activities

Environmental Health

Objective: To maintain and improve hygiene standards of businesses to protect public health.

Action: *(1) To undertake an annual inspection of businesses across the district.*
(2) To ensure businesses understand the standards and expectations of Council
(3) To publicise the grading of all food businesses.

Annual inspections are carried out in food businesses, hairdressers, camping grounds and funeral directors to ensure compliance with national legislation and local regulations. The majority of issues found relate to cleanliness, maintenance of the premises and knowledge of food safety in food businesses.

Enforcement Strategy

Where business owners do not comply with the rules, this provides a risk to public health and consequently a risk to our reputation as a tourist destination. It is important that the public have confidence in the Council enforcing regulations to protect public health consistently.

In the last 3 years in anticipation of new legislation, Council has promoted the use of Food Control Plans (FCP) to raise standards in food businesses, which has reflected in the majority of premises being graded A or B. Council will continue to promote the use of FCP's, with additional re-visits where necessary for sub-standard businesses and the closing of businesses where necessary.

Council will continue to inspect food vendors at events to ensure public health standards are maintained.

Parking (including freedom camping)

Objective: *Ensure that parking across the district, and particularly the Central Business Districts is within designated areas and for no longer than permitted to enable the safe and smooth flow of traffic, in addition to ensuring freedom camping is only undertaken in permitted areas in self-contained vehicles.*

Action: (1) *To undertake daily patrols with sufficient regularity that voluntary compliance is the default behaviour of local residents and visitors.*
(2) *To ensure that signage if sufficiently clear and prominent that visitors to the District are aware of the parking rules.*

Targeted areas:

Patrols are undertaken seven days a week across the district to ensure compliance with national legislation and local regulation. The majority of parking issues involve overstaying time restricted parking and parking illegally e.g. across drives, on broken yellow lines, in loading zones etc. More recently issues have also arisen with buses parking in residential areas and cars parked 'for sale' for long periods of time in specific streets.

Parking signs have been increased to respond to the recent trends regarding buses parking in residential areas and cars for sale along Stanley Street, with further signage planned for Sydney Street. This is to be followed up with increased education and enforcement in the areas with additional signage.

The level of freedom camping offending has reduced over the last year due to very visible levels of enforcement. This will continue over key tourism peaks to ensure the public concerns associated with freedom camping are addressed.

Waterways

Objective: *To promote safe boating and compliance with national and local rules on Queenstown Lakes District lakes and rivers.*

Action: (1) *To undertake targeted patrolling particularly at peak seasons times with sufficient regularity that voluntary compliance by residents and visitors is the normal behaviour.*

(2) To ensure that signage is sufficiently clear and prominent that waterways users are aware of the rules.

Enforcement Strategy

The primary focus of our waterways enforcement is safety. The principle issue we encounter is people not wearing life jackets on vessels less than 6 meters and not carrying a life jacket for each passenger on vessels over 6 meters. Other issues include boats travelling to fast in speed restricted areas, too close to other vessels or too close to the shore.

The level of targeted on-water patrolling and the number of enforcement officers will increase in the summer season to provide an increased visibility of enforcement officers to encourage self-compliance. In addition, the Council will increase the publicity of the key water safety messages in the media in advance of the peak season. To promote awareness, there will also be appropriate signage in key locations e.g. boating ramps

Noise

Objective: *To reduce the incidence of excessive noise nuisance across the district.*

Action: *(1) To educate residents and visitors on Councils stance regarding excessive noise,*
(2) To provide a fast response to noise complaints.

Council provides a 24/7 noise complaint service in response to antisocial behaviour regarding noise. The majority of complaints are regarding stereo noise and associated people noise.

Whilst people noise is Policing matter, Council work collaboratively in these situation and will seize stereos to abate the noise where necessary.

Prosecution Policy

Introduction

Prosecutions are a response to non-compliance which result in serious consequences for victims, witnesses and defendants. Prosecutions should be used in a deliberate and targeted manner to deter and denounce offending and hold the offender accountable for harm to the victim, environment and community caused by the offending.

Public confidence in the Council's administration of its enforcement duties relies on decisions to prosecute (or not to prosecute) being made in a transparent, consistent and fair manner.

Any prosecution undertaken by the Council or on its behalf (i.e. by the New Zealand Police) should be conducted in accordance with this prosecution policy, the Council's enforcement strategy and the Solicitor General's prosecution guidelines.

Solicitor General's Prosecution Guidelines

The Crown Law office has issued the Solicitor General's Prosecution Guidelines (SGPG)[1] to assist regulatory agency prosecutors in exercising their discretion to prosecute criminal cases.

The SGPG sets out a test for prosecution decision making. There are two limbs to that test:

(i) The evidential test – whether there is a reasonable prospect of securing a conviction on reliable, available and admissible evidence;
(ii) The public interest test – whether the public interest requires a prosecution.

Both limbs of that test must be met before a prosecution can be brought.

Queenstown Lakes District Council's Prosecution Decision Making Framework

Obtaining a conviction is a consequence but not the purpose of a prosecution. Factors that are relevant to a decision to prosecute includes whether:

1. The actual (or risk of) loss, harm or damage as a consequence of the non-compliance is significant;
2. The non-compliance is intentional or calculated;
3. The offender has a history or pattern of non-compliance;
4. There are no proper alternatives to prosecution.

Review by Prosecutor
An investigation file will be referred to either to a prosecuting solicitor or the New Zealand Police.

[1] Dated 1 July 2013

Decision to prosecute
If a prosecutor[2] considers that both the evidential test and the public interest tests are met, a decision of "recommend prosecution" is made, together with a list of the appropriate charges. This decision will be recorded in writing.

The prosecutor will refer this decision together with the investigation file to the Council officer in charge (i.e. the officer with delegated authority to file a charging document with the Court). That officer will exercise their discretion whether or not to commence a prosecution.

Decision not to prosecute
If a prosecutor determines that either the evidential test or the public interest test set out in the SGPG are not met a "no prosecution" decision will be made. This decision will be recorded in writing. Where the evidential test is met, but the public interest test is not, the prosecutor will refer the decision together with the investigation file to the Council officer in charge (i.e. the officer with delegated authority to file a charging document with the Court). The officer will exercise their discretion whether or not to initiate a prosecution.

A decision of "no prosecution" does not preclude a re-consideration of an investigation where new and/or additional information is available. Additionally, a review of the decision not to prosecute may be initiated for the purpose of re- evaluating the public interest.

If the decision is not to commence a prosecution, the reasons for that decision will be recorded in writing. The file will be closed, but the decision not to proceed with the prosecution may still be reviewed.

Charges
If the officer in charge has exercised their discretion to commence a prosecution, that officer will (with the assistance of the prosecutor) prepare and file a charging document in the appropriate court, for the charges recommended by the prosecutor.

The prosecutor will arrange for service of the charging document, together with a letter to the defendant. If any special procedure (such as obtaining the consent of the Solicitor General to lay charges) is required the prosecutor will make the necessary arrangements.

Disclosure and requests under the Local Government Official Information and Meetings Act 1987

Disclosure in prosecutions is governed by the Criminal Disclosure Act 2008. Disclosure and withholding of information is to be determined in accordance with the requirements of that Act. The conduct of a Council prosecution also occurs in the context of the Local Government Official Information and Meetings Act 1987. The making available of information on the matters concerning the prosecution may prejudice the maintenance of the law, particularly the investigation of offences or the right to a fair trial. Therefore good reason or conclusive reasons to withhold information may exist.

[2] For the purpose of this policy, a "prosecutor" is either a member of the New Zealand police, Crown Solicitor or a solicitor (internal or external) instructed by the Council to act as the prosecutor in the case.

Prosecution Policy

Conduct of prosecution and case management

In the conduct of the prosecution, prosecutors are expected to consult closely with and take into account the views of the Council officer in charge of the prosecution but matters as to the conduct of the prosecution are matters solely for the prosecutor to decide.

A review of the charges should occur throughout the prosecution and consider whether other charges should be added or whether the existing charges should be amended to bring them into conformity with the evidence available. Withdrawal of a charge or charge(s) is to be a rare occurrence as it is expected that the charges laid fairly and properly reflect the nature of the offence.

The principal duty of a prosecutor is to perform the obligations of that office in a manner that is fair. The prosecutor must ensure the right to a fair trial is protected, and that victims and witnesses are treated with care and respect.

Victims
When conducting a prosecution, the role of the prosecutor is to act in the public interest, not in the capacity as an advocate for victims. Prosecutors should ensure victims have a clear understanding of the proper role of the prosecutor and that a referral to Court Services for Victims has been made. Where offending has caused distress to victims, the prosecutor has a role to play in minimising the additional distress of criminal proceedings. Victims views may be obtained in the course of the prosecution, but such views will not be determinative of the conduct of the prosecution. The prosecutor will advise victims of the availability of any restorative justice conference.

Bail
Opposition to bail should only be considered on the basis of credible, cogent and relevant information that demonstrates that detention is necessary to prevent re-offending.

Sentencing
The prosecutor's role is to draw the Court's attention to the proven or accepted facts of the case and any relevant sentencing principles. The prosecutor should not advocate for a particular sentence, but may express a view on an appropriate sentencing range or tariff.

The prosecutor may obtain an impact statement from victims of the offending, or persons who have experienced adverse effects to assist the Court in reaching an appropriate sentence, including any sentence of reparation.

An expert report to inform the Court as to the significance of the offending may also be obtained.

The authorised enforcement officer is responsible for advising victims of the outcome of sentencing and fully explaining the reasons for the sentencing decision.

Appeals and Judicial Review
Victims should be notified of any appeal.
The SGPG require that the Solicitor General's consent must be obtained for a prosecutor to lodge an appeal or judicial review of any decision of a Court. On the instruction of the Chief Executive of the Queenstown Lakes District Council, the prosecutor will make the necessary arrangements for the lodging of an appeal.

Other Agencies
It is common that behaviour which amounts to offending within the Council's sphere of regulation may result in investigation by other agencies. For example, the incident may constitute a breach of both the District Plan and the Regional Plan. Both the Council and the Regional Council may investigate the incident.

Where possible, the Council will work collaboratively with other agencies to achieve the objectives of the investigation in an expedient and cost efficient manner. It may be possible for agencies to share the costs of analyses, undertake joint witness interviews, or share the information held on investigation files with each other. Care is necessary to ensure that any collaboration does not compromise the integrity or the efficient conduct of the Council's investigation.

Council may, if it is considered practicable, obtain the views of other agencies prior to making its decision as to whether the public interest test for a prosecution is met. The Council may in its discretion consider those views when deciding if the public interest test for a prosecution is met, or in relation to the timing of any charges to be brought. For example, if another investigating agency is to lay more serious charges or duplicate charges, the public interest in the Council laying identical charges may be lower.

Policy Owner

The Enforcement Strategy and Prosecution Policy are the responsibility of the General Manager, Legal and Regulatory.

Other Relevant Policies and Documents

Policies, Guidelines, Practice Notes
Queenstown Lakes District Council Enforcement Strategy 1 July 2014
Media protocol for prosecutors, Crown Law Office, 1 July 2013
Solicitor General's Prosecution Guidelines, Crown Law Office, 1 July 2013
Victims of Crime – Guidance for Prosecutors, Crown Law Office, 1 July 2013
Bail Practice Note (Bail Act 2000), 7 February 2002, Chief District Court Judge

Legislation
Victims Rights' Act 2002
Bail Act 2000

ENFORCEMENT ACTION PLAN

Goal

To increase the level of voluntary compliance with the law through effective and appropriate enforcement activity

Regulatory Community Outcomes

Encourage Compliance	User friendly	Protect the interests of the District	Cost effective and achieve regulatory objectives

Strategic Outcomes

To ensure the community know the rules	To provide a regulatory system that is easy to comply with	Increase the level of compliance of the community	Increase in community confidence of QLDC to undertake enforcement action

Operational Activities

All figures compare activities from 2012/2013 to 2013/2014

Parking

- The number of parking infringements issued has remained consistent.
- Freedom Camping offending initially increased, but has reduced by 16%.
- The number of illegally parked vehicles towed has increased by 32%

Animal Control

- Dog attack levels have remained consistent.
- Roaming Dog complaints have increased significantly (128%)
- Barking dog complaints have increased (136%)
- Dog fouling complaints have increased (21%)
- The number of infringements issued has increased (29%)

Alcohol

- Number of suspensions for managers and licenced premises has increased.
- Levels of opposition has increased significantly
- The number of hearings has increased significantly following the introduction of the Sale and Supply of Alcohol Act 2012.

Waterways

- There has been an increased level of media regarding waterway safety this year
- The number of infringements issued has reduced by 70%
- The first hearing for not wearing a life jacket was successfully upheld
- Targeted increased seasonal patrolling was undertaken on Lakes Wakatipu and Lake Wanaka.

Noise

- The level of noise complaints is consistent.
- The number of Excessive Noise Directions issued is constant i.e. 10% of complaints received.
- The level of seizures remains at a low level.

Building

- There has been a 140% increase in the number of retrospective Certificates of Acceptance issued reflecting the issue of unconsented building work being undertaken
- The number Building Consent applications received have increase by approximately 30%

Resource Consents

- There is anecdotal evidence of non-compliance with conditions of consent
- There has been an increase (20%) in the number of consent applications received and a 9% increase in the number of consents issued

District Plan

- Accommodation providers are dis-satisfied with the inconsistent application of the rules regarding Visitor Accommodation
- Complaint levels are consistent

Environmental Health

- Every registered business is inspected annually
- There has been a steady increase in the number of food businesses signing up to Food Control Plans, which has improved standards
- Corrective Action Requests numbers have reduced as standards have improved
- The level of Food Grading's (A or B) continues to improve.

Bylaws/Legislation

- There is a scheduled review of all Bylaws
- There is an increasing number of permit applications for buskers
- The number of fire permit applications continues to increase
- There is increasing concerns over the levels of littering in the CBD.

What we will do

Queenstown Lakes District Council's Areas of focus and Priorities for enforcement over the next 3 years

Primary Areas of Focus

Alcohol	Dogs	Littering	Planning & Development
Minimise alcohol related harm as a consequence of excessive or inappropriate consumption of alcohol	Ensure a safe environment from roaming and aggressive dogs for our community	To provide a litter free district that our community is proud of for all to enjoy	Provide a high quality natural and built environment

Primary Areas of Focus

Alcohol	Dogs	Littering	Planning & Development
Minimise alcohol related harm as a consequence of excessive or inappropriate consumption of alcohol	Ensure a safe environment from roaming and aggressive dogs for our community	To provide a litter free district that our community is proud of for all to enjoy	Provide a high quality natural and built environment

Priorities

In the next three years we will focus on the following:

Ensure standards are observed for the Sale and Supply of Alcohol	To have all dogs that live in the district registered	Instil pride in our community not to litter	Ensure consent conditions are pro-actively monitored
Avoid and reduce the risk of alcohol related harm to our community	Ensure all dogs are kept under control at all times	Improved identification of littering offenders and responses	Collaborative departmental responses to breaches identified
Protect the image of Queenstown Lakes District	Reducing ignorance and apathy of dog owners to their responsibilities	Increase community awareness of littering issues	Improve the effectiveness of enforcement for unconsented building works.

Secondary Areas of Focus

Environmental Health	Waterways	Parking	Noise
Improve and maintain hygiene standards of business to protect public health	Patrolling the lakes and rivers across the Queenstown Lakes District to promote safe boating and self - compliance with national and local rules.	Ensure that parking across the district, and particularly the Central Business Districts, is within designated areas and for no longer than permitted to enable the safe and smooth flow of traffic.	Reducing the incidence of excessive noise nuisance across the district to enable our community to enjoy a noise nuisance free environment.

Priorities

In the next three years we will focus on the following:

Annual inspection of all registered businesses Promotion of voluntary documented Food Control Plans in food businesses	Targeted patrolling, increasing in the summer season to promote voluntary compliance. Increased media regarding wearing of lifejackets Increase signage at all boat ramps to educate visitors and residents of the boating rules.	Daily patrols with sufficient regularity that voluntary compliance is the default behaviour of local residents. To ensure that signage if sufficiently clear and prominent that visitors to the District are aware of the parking rules.	Increased media regarding noise and enforcement consequences Enforcing the Resource Management Act Fast responses to noise complaints

How will we do it:

Actions to implement the Areas of focus

Education and Advertising Programmes

Increased cross skilling of departments and teams to provide more effective staff and contractor resources

Targeting key issues and enforcement areas

Increased media publicity for focus area issues and results

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WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	RGN-05-30/ 260720175680
REPORT TO:	COUNCIL
DATE OF MEETING:	04 August 2026
AUTHOR(S):	Isibeal Clark – Project Manager
SUBJECT:	Murphy Park – Request for reallocation of budget
ENDORSED BY: (for Reports to Council, Committees or Boards)	General Manager / Chief Executive

1. SUMMARY

1.1. The purpose of this report is to seek approval for the reallocation of up to $309,000 for Stage 2 of Murphy Park from the Rangiora Airfield Water and Wastewater project which sits within Recreation Cost Centre 545, to enable the remaining works including all provisional items.

1.2. These works comprise of general civil works, utility services, and landscaping within the car park area. Stage 1 of the Murphy Park redevelopment, which included installation of the asphalt apron and components of the broader drainage, fencing, and power infrastructure works, is now nearing completion. Of the total WDC project budget of $848,890, approximately $485,672 has been spent to date. The majority of this expenditure relates to design, consenting, and supporting investigations, along with a portion of Stage 1 works and the $100,000 contribution towards pontoon construction. This leaves a remaining budget of approximately $363,219. After allowing for the completion of Stage 1 works and anticipated remaining professional fees, $226,650 is available for the balance of the WDC construction works for stage 2.

1.3. In November 2017 $300,000 was reallocated from the Murphy Park Budget and reassigned into the Wharf and Marine precinct projects, this was to help cover the cost of the shortfall for the floating pontoon and river wall project. This was reallocated as at the time it was assumed that Kaiapoi Rugby League were moving into the regeneration areas. However, this relocation has not occurred, and staff are continuing to work closely with the club to determine its long-term future at the site.

1.4. Since the project budget was allocated and the above budget reallocated, construction costs have risen significantly. A substantial portion of the project scope is currently being impacted by increases in fuel prices and broader global economic conditions so staff have been looking at ways they can achieve the overall project result. These market pressures are expected to remain volatile, creating ongoing uncertainty.

1.5. An overall cost estimate for this project was updated recently following completion of detailed design which showed in order to achieve all items for stage 2 of the redevelopment this would be at an approximate construction cost estimate of $535,142.51. This amount does include a 15% contingency and any items which are currently impacted by fuel increases have been increased by 30%.

1.6. Staff have been progressively reducing scope and seeking cost savings and efficiencies and removed some lower priority scope items to become ‘provisional’ items. These items come to the value of $160,293.75 which includes a 15% contingency. The Kaiapoi–Tuahiwi Community Board are aware that these items were provisional due to budget constraints when originally approving the overall concept plan. In addition to this there has been multiple savings and cost efficiencies realised as summarised in section 7.2.

1.7. Additional cost savings were achieved through engaging Woody B Ltd to undertake a portion of the works while already on site (the 'Stage one' works), improving efficiency and coordination, and through confirming that the planned water pipe renewal would be funded through the 2026/27 Water Services work programme rather than the Murphy Park Redevelopment budget.

1.8. Staff are now seeking additional budget to ensure that the full redevelopment can be completed as originally planned and consulted on. The project has been designed to support multiple user groups, including rowing, dragon boating, waka ama, and other river users. Scaling back the works could mean the site does not provide the intended level of vehicle manoeuvrability, parking, access, drainage, or supporting infrastructure needed to accommodate these users effectively leaving some of the existing operational and safety issues unresolved.

1.9. The proposed budget increase can be accommodated through forecast savings achieved within the Rangiora Airfield Water and Wastewater project which is forecast to be at least $650,000 under budget. As a result, the proposed additional funding will not have any net increase on previously planned borrowing or rates.

1.10. Reasons for the budget increase are summarised below:

Reason for Budget Increase	Explanation
Construction Cost Escalation	Construction costs have increased significantly due to inflation, higher material prices, increased contractor rates, and rising fuel and transport costs. These market changes have increased the overall cost of delivering the redevelopment compared with earlier estimates and have reduced the original budget available.
Historical budget reduction	In 2017, $300,000 was reallocated from the Murphy Park budget to the Wharf and Marine Precinct projects to cover a funding shortfall. This reduced the funding available for the redevelopment.
Significant design, consenting, and investigation costs	A substantial portion of the existing budget has been consumed by design, consenting, engineering investigations, and professional fees required to deliver a complex riverside project and obtain resource consent.
Existing site operational and safety issues remain unresolved	The current facility is not fit for purpose, with insufficient manoeuvring space for vehicles and trailers, creating operational constraints that will remain if the project is reduced in scope. Additional funding is required to deliver the remaining carparking, vehicle manoeuvring areas, drainage improvements, accessways, hardstand areas, and supporting infrastructure needed for the site to function effectively.

Attachments:

i. Murphy Park Redevelopment Stage 2 drawings – 260722178212

2. RECOMMENDATION

THAT the Council:

(a) **Receives** Report No. 260720175680.

Approves Option One to approve reallocation of up to $309,000 from the Rangiora Airfield Water and Wastewater project in recreation cost centre 545 to enable the full delivery of Stage 2 of the Murphy Park redevelopment, including all Provisional Items, this amount does include a 15%

contingency and any items which are currently impacted by fuel increases have been increased by 30%.

OR

(b) **Approves** Option Two to approve the reallocation of up to $149,000 from the Rangiora Airfield Water and Wastewater project in recreation cost centre 545 to enable the delivery of Stage 2 of the Murphy Park redevelopment but excluding Provisional Items as noted within this report. This amount does include a 15% contingency and any items which are currently impacted by fuel increases have been increased by 30%.

OR

(c) **Approves** Option Three to decline the recommendations of this report and direct staff to complete as many of the remaining works as possible within the existing approved budget. This would result in inability to complete the bulk of the civil, drainage and hardstand work, which are interdependent and must be completed together to ensure the site is functional, safe, and fit for purpose. The only works which would be achievable are the water supply upgrade, minor landscaping and security fencing and road signage.

(d) **Notes** the significant savings achieved in the Rangiora Airfield Water and Wastewater Upgrade Project, which sits within recreation cost centre 545. Any further budget increase to the Murphy Park Redevelopment Project would not result in a net increase in forecast borrowing or rates.

(e) **Notes** the progress that has been made over the last year through staff working with the key community user groups, refining the concept plan, resource consents and pontoon installation.

(f) **Circulates** this report to the Community and Recreation Committee for their information.

3. BACKGROUND

3.1. The current rowing and paddle sports access area at Murphy Park, Kaiapoi, is not considered fit for purpose due to existing site conditions and a number of current constraints including a present lack of manoeuvring space for vehicles (with large trailers). The current rowing and dragon boat / waka ama area was established as a post-earthquake, temporary solution until the space could be developed properly into a rowing and paddle sports base.

3.2. Staff have been working for many years on viable solutions to resolve the issues experienced at Murphy Park to ensure the area could cater to multiple users. However, due to cost restraints and the complexity of working near the river, viable cost-effective solutions along with investigations required for consents had prevented the Council's project from progressing. This has resulted in a prolonged delay in delivering improvements to the site, despite ongoing demand from users.

3.3. In November 2017 $300,000 was reallocated from the Murphy Park Budget and reassigned into the Wharf and Marine precinct projects, this was to help cover the cost of the shortfall for the floating pontoon and river wall project. This was reallocated as at the time it was assumed that Kaiapoi Rugby League were moving into the regeneration areas. However, this relocation has not occurred, and staff are continuing to work closely with the club to determine its long-term future at the site.

3.4. Following several years of consultation and design, the concept masterplan was approved by the Kaiapoi-Tuahiwi Community Board on 15 September 2025 for works at Murphy Park Kaiapoi River Access precinct to proceed. Since then, staff have been progressing detailed design, cost estimates, and required consenting. The overall redevelopment scheme includes establishment of new rowing sheds area, shared utilities services upgrades to those areas, carpark and driveways upgrades, drainage improvements, new aprons, and landscaping, along with a new floating pontoon

3.5. The pontoon was installed in December 2025 by Woody B Ltd who was a parent of St Margarets College by way of a generous contribution, with the Council contributing $100,000 share as approved by Council.

3.6. Resource Consent for the remaining project site works was obtained in February 2026 for construction of a water sports storage and river access facility, comprising of four privately owned and developed sheds (one of which was St Margarets) and associated WDC-led earthworks and civil construction relating to general earthworks, carpark works, drainage and landscaping.

3.7. In June 2026 a report was taken to Management Team to sole-source stage 1 of the Murphy Park Redevelopment project to Woody B Ltd. Woody B Ltd was already onsite engaged by St Margarets to construct their rowing building. Extensive coordination had been required throughout the design process to align services such as power, drainage, water, and surrounding infrastructure and ground levels with neighbouring buildings.

3.8. Stage 1 of the redevelopment involved; connections to new shared central power, water, and sewer services, along with construction of key interface areas between the building and surrounding infrastructure and hardstand areas and the base preparation of many of the shared hardstand areas and associated drainage and utility infrastructure. These works were essential to ensure safe access to the water and carpark and needed to be completed promptly to allow St Margaret's to continue construction and achieve compliance sign-off and use of the building. St Margarets rowing shed construction along with stage 1 of the Murphy Park Redevelopment is expected to be completed in August.

3.9. Engaging Woody B Ltd for a portion of the works while they are already on site was expected to deliver cost savings, improve programme efficiency, and enhance coordination, supporting delivery within a constrained budget and increasing the likelihood of achieving favourable outcomes through competitive tendering. The staged construction procurement approach resulted in an estimated saving of approximately $48,536 overall to the project, including reductions in preliminary and general costs.

3.10. A further saving of approximately $39,710 was achieved following discussions with the Water Services team, which confirmed that the planned water pipe renewal was already programmed for delivery within the 2026/27 work programme and could therefore be paid for separately from the Murphy Park Redevelopment Budget. Of the total WDC project budget of $848,890, approximately $485,672 has been spent to date. The majority of this expenditure relates to design, consenting, and supporting investigations, along with a portion of Stage 1 works and the $100,000 contribution towards pontoon construction. This leaves a remaining budget of approximately $363,218. After allowing for the completion of Stage 1 works and anticipated remaining professional fees, $226,650 is available for the balance of the WDC construction works for stage 2.

3.11. Staff are now seeking additional budget to ensure that the full redevelopment can be completed as originally intended. The project has been designed to support multiple user groups, including rowing, dragon boating, waka ama, and other river users. Scaling back the works could mean the site does not provide the intended level of vehicle manoeuvrability, parking, access, drainage, or supporting infrastructure needed to accommodate these users effectively leaving some of the existing operational and safety issues unresolved.

3.12. Reasons for the budget increase are summarised below:

Reason for Budget Increase	Explanation
Construction Cost Escalation	Construction costs have increased significantly due to inflation, higher material prices, increased contractor rates, and rising fuel and transport costs. These market changes have increased the overall cost of delivering the redevelopment compared with earlier estimates and have reduced the original budget available.

Historical budget reduction	In 2017, $300,000 was reallocated from the Murphy Park budget to the Wharf and Marine Precinct projects to cover a funding shortfall. This reduced the funding available for the redevelopment.
Significant design, consenting, and investigation costs	A substantial portion of the existing budget has been consumed by design, consenting, engineering investigations, and professional fees required to deliver a complex riverside project and obtain resource consent.
Existing site operational and safety issues remain unresolved	The current facility is not fit for purpose, with insufficient manoeuvring space for vehicles and trailers, creating operational constraints that will remain if the project is reduced in scope. Additional funding is required to deliver the remaining carparking, vehicle manoeuvring areas, drainage improvements, accessways, hardstand areas, and supporting infrastructure needed for the site to function effectively.

4. KEY ISSUES

4.1. Construction cost escalation, consent and planning requirements due to working near a river have materially impacted project affordability, resulting in a funding shortfall between the approved budget and the current estimated cost of delivery.

4.2. Updated cost estimates confirm that the remaining project budget is insufficient to deliver the full Stage 2 redevelopment. Additional budget approval is required to complete the project as originally envisioned. Further scope reductions may limit the project's ability to resolve existing operational constraints and reduce the effectiveness of the facility for rowing, waka ama, dragon boating and other river users.

4.3. This project has been designed to support multiple user groups, including rowing, dragon boating, waka ama, and other river users. Whilst scaling back these works would still allow the site to function, scaling back the works could mean the site does not provide the intended level of vehicle manoeuvrability, parking, access, drainage, or supporting infrastructure needed to accommodate these users effectively.

4.4. The redevelopment addresses long-standing deficiencies at a site that was intended as a temporary solution. Delivery of the approved concept plan remains important to meeting community expectations and supporting growing water-sport participation.

4.5. St Margaret’s College has been constructing its shed based on the agreed overall concept plan for Murphy Park. While the shed itself is capable of operating independently and would remain functional should the remaining site works not receive budget approval, non-approval would result in the broader vision for the site being only partially delivered. This would create a disconnect between the completed building and the surrounding park environment, potentially limiting access arrangements, and the overall user experience intended through the integrated design. In addition, there is a risk that future completion (i.e. deferment) of the remaining works could ultimately be more costly due to inflation. The partial delivery of the project may also lead to stakeholder dissatisfaction, as the full benefits anticipated by St Margaret’s College as well as other park users, and the wider community would not be realised in the short term.

4.6. A number of other groups have expressed interest in establishing a presence on the vacant lots within the Murphy Park site. The full development of the site is an important factor in attracting and retaining these potential users, as it provides confidence that the necessary infrastructure, amenities, access, and site improvements will be delivered to support their operations. If the remaining works are not approved and the site is only partially developed, there is a risk that these groups may reconsider their involvement or seek alternative locations that offer greater certainty. This could result in missed opportunities to maximise utilisation of the site, reducing the range of activities and services available to the community, and diminishing the long-term social and economic benefits anticipated from the overall Murphy Park concept plan.

The proposed budget increase can be accommodated through project savings in the Rangiora Airfield Water Wastewater Upgrade project which is forecast to be at least $650,000 under budget.. As a result, the proposed additional funding will not have any impact on rates as this is funded from the same funding source.

4.7.

4.8. Due to the approaching whitebait season and the need to maintain public access to the river area, staff are seeking to procure these works as soon as practicable, in accordance with the most recent programme. Completing some of these works outside of this period will help minimise disruption and ensure continued access for recreational users and the wider community.

4.9. The stage 2 construction works were planned to be tendered in July, with works commencing in October and running to December, to complete the full project. Tenders have not yet been called for stage 2 due to the current forecast budget deficit. It is noted that the project forecast at this stage are just an estimate only, and final forecast costs would be updated once tender prices are received. It is quite possible that tender prices may come in below the current engineers estimate, based on recent results with other recently tendered works. Notably; the engineers estimate prepared by PDU and the Project Manager includes fuel escalation factors for some scheduled items.

5. OPTIONS

5.1. Council have the following options available for their consideration:

Option One – Approve of the reallocation of up to $309,000 from the Rangiora Airfield Water and Wastewater project in recreation cost centre 545 to enable the full delivery of Stage 2 of the Murphy Park redevelopment.

Staff recommend that the Board approve the reallocation of up to $309,000 to allow full delivery of Stage 2. The amount is considered a maximum, and only the necessary budget would be used. It is important to note that the works have not yet been tendered. Given recent tendering outcomes and competitive prices received, it is quite possible that prices received for the works once tendered may be below the current engineers estimate.

The redevelopment has been designed in consultation with key user groups and aims to accommodate the current and future needs of water sport activities. Delivering the full scope would ensure the facility functions as intended and maximises the benefits of the significant investment already made in planning, design, consenting, and infrastructure works, including the recently installed pontoon.

Approval of the additional budget would also enable Council to fully realise the vision endorsed through the approved concept plan and meet community expectations following several years of project development and engagement. Conversely, reducing the scope of works may result in operational inefficiencies, ongoing site constraints, and a facility that does not fully achieve the project objectives or meet the needs of its users.

The proposed additional funding can be accommodated through savings achieved elsewhere within the capital programme and is not expected to result in any additional impact on rates.

Option Two – Approve the reallocation of up to $149,000 from the Rangiora Airfield Water and Wastewater project in recreation cost centre 545 to enable the delivery of Stage 2 of the Murphy Park redevelopment. This option excludes all provisional items.

The core objectives of Stage 2 can still be achieved, albeit without the provisional items below, allowing the site to remain functional for rowing, waka ama, dragon boating, and other river users while limiting additional expenditure. The path around the outside is one of the major provisional items easily removed and could easily be added in the future if budget becomes available.

No	ITEM	Total

1.	Pathing- Crusherdust path with timber edge around river edge	$109,278.75
2.	Path – Link path on stopbank with asphalt surface	$42,320.00
3.	Fencing – Bollard and cable western edge	$8,694.00
	TOTAL	**$160,292.75**

While the link path would provide an additional recreational and circulation benefit around the perimeter of the park, it is not essential to the operation of the Murphy Park river access facilities. Approving the reduced budget option would enable Council to deliver the key functional elements of the redevelopment, including parking, vehicle manoeuvrability improvements, utility services, drainage, and landscaping, while limiting additional capital expenditure. Similarly, the bollard and cable barrier along the western boundary can remain in place, as it does not require immediate replacement. However, renewal of this asset will likely be required in the short to medium term.

The path does enhance the recreational value of the reserve for the wider community, not just rowing and paddle sport users. The path would provide additional opportunities for walking, exercising, spectating, and enjoying the river environment. It also provides a safer separation of users by reducing the need for pedestrians to share vehicle movement areas, improving overall site safety during periods of high activity and events.

For this reason – staff do not recommend this option.

Option Three – Decline the recommendations of this report and direct staff to complete as many of the remaining works as possible within the existing approved budget.

Staff do not recommend this option as it would result in a reduced project outcome and may leave existing site deficiencies unresolved. The redevelopment has been developed over a number of years in consultation with user groups to provide a fit-for-purpose facility. Not approving additional funding would limit Council's ability to deliver the approved vision for the site and could result in higher costs if outstanding works are required at a later date.

With only $226,650 available for the remaining construction works, the scope of works that could be delivered would be substantially reduced and would not allow completion of the redevelopment. The remaining works include drainage, surfacing, and car park construction, which are interdependent and must be completed together to ensure the site is functional, safe, and fit for purpose. The only works which would be achievable are the water supply upgrade, security fencing, minor landscaping and road signage. These works also form part of the approved resource consent plans and should therefore be delivered in full to achieve the consented outcomes and meet the project's regulatory obligations.

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

6. STRATEGIC ALIGNMENT AND COMMUNITY VIEWS

Mana Whenua Engagement

6.1. The subject matter and/or recommendations contained within this report is not of interest to mana whenua as it relates to budget. However, Council staff have engaged with Whitiora Centre Limited, as key advisors to Te Ngai Tūāhuriri Runanga in relation to the project, who have provided prior feedback on the designs and consenting matters.

Groups, Organisations and the Wider Community

6.2. There are groups, organisations, or members of the wider community likely to be affected by, or to have an interest in, the subject matter of this report.

Each of the below groups have been consulted over the overall concept plan and are in support of the full redevelopment taking place. The area staff are seeking additional budget for directly affects all parties and would impact them if the full package of Stage 2 was not able to proceed.

St Margarets College

Staff have been working closely with St Margarets Rowing Club over the last 6 or more years. Work currently completed to date by St Margarets has been based around the new concept plan. Drainage and carpark improvements will directly effect this group.

Aoraki Dragon Boat Association and Waimakariri Outrigger Canoe Club
Staff met with Waimak Dragons in 2024, presenting the overall plan and incorporating their needs for an extended compound and organising safety improvements of their current boat ramp. They will benefit from the general civil works and landscaping upgrades to the rowing area. Some initial works were undertaken in 2024 to provide minor surface upgrades to the existing boat ramp that dragon boat clubs use.

KORE
KORE provides water sport programs to schools, groups, and individuals, offering activities such as sailing, stand-up paddleboarding, kayaking, and other water-based outdoor activities, including water skills and safety training. While there are no plans to change the location of KORE's activities on the Kaiapoi River, a meeting was held with the group to ensure that the overall concept plan would not adversely effect their activities.

Northern Bulldogs Rugby League
In 2024, staff met with the Northern Bull Dogs Rugby League to present the concept plan. The members were not opposed to the concept and appreciated the proposed safety improvements. Stage 2 of the redevelopment does not affect the current field layout, clubrooms, parking, or toilets/changing rooms, and allows further parking for users. Council staff are currently working with Northern Bulldogs on how their future looks at Murphy Park with a further report looking to be presented to Council on this area of the site.

Implications for Community Wellbeing

6.3. There are implications on community wellbeing by the issues and options that are the subject matter of this report.

The provision of quality greenspaces within our district are important to the health and wellbeing of our residents. This also provides additional wellbeing options for rowers within the existing clubs by completing all works.

Community Outcomes and Strategic Priorities

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

Environmental

…that values and restores our environment…

- Our district is resilient and able to quickly respond to and recover from natural disasters and the effects of climate change
- Our communities are able to access and enjoy natural areas and public spaces.

Social

A place where everyone can have a sense of belonging…

- Public spaces are diverse, respond to changing demographics, and meet local needs for leisure and recreation.

6.5. The Council's Strategic Priorities are not relevant to the actions arising from recommendations in this report.

7. OTHER IMPLICATIONS AND RISK MANAGEMENT

Financial Implications

7.1. There are financial implications for the decisions sought by this report.

7.2. Funding is currently provided within the Annual / Long Term Plan. This comes from a number of project ledgers assigned to the overall project.

7.2.1. The engineer's estimate/project estimate for the stage 2 work was $535,142 which includes all provisional items and a 15% contingency.

7.2.2. The following table provides a summary of the funding and costs associated with the recommended option in this report:

Budget/Project Name	**Murphy Park**	**Kaiapoi Riverbanks Rowing Precinct**	**Greenspace Carpark Renewals**	**Kaiapoi River Sport User Hub**	**TOTAL**
PJ/GL Number	100278.000.5224	100275.000.5224	100293.000.5224	101185.000.5225	
Total Budget	$208,900	$289,900	$100,000	$250,000	$848,890
Spend to Date	$198,795	$204,435		$82,442	$485,672
Current Remaining Budget					$363,219
Other projected Commitments				$136,478	$136,478
Remaining Budget for Stage 2 construction	$10,105	$85,465	$100,000	$31,080	$226,650
Stage 2 construction works estimate (incl contingency and Prov Items)					$535,142
Further Budget Sought	$309,000.00				$309,000.00

As shown above the additional budget being sought is $309,000 to allow the full redevelopment scope to be completed. The proposed budget increase can be accommodated through reallocation from the Rangiora Airfield Water and Wastewater project in recreation cost centre 545 which is forecast to be at least $650,000 under budget. project. As a result, the proposed additional funding is does not have any impact on rates as this is funded from the same funding source.

As shown below the project team has already implemented measures to reduce costs for this project.

Cost Saving Measure	**Estimated Saving**
Staged procurement and sole-sourcing part of Stage 1 works to Woody B Ltd while already on-site	$48,536
Transfer of planned water pipe renewal costs to the Water Services work programme	$39,710
Reduced level of service for apron for rowing area with clubs now paying for this themselves.	$71,370
Negotiation of pontoon contribution with Councils contribution capped at $100,000 vs original cost estimate of $400,000	$300,000
Total Savings Achieved	**$459,616**

Community Resilience and Sustainability

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

The proposed redevelopment acknowledges the site's exposure to flooding and the anticipated effects of climate change, including sea level rise. The approved design includes measures to manage these risks and support the long-term resilience of the development. As a result, the

proposed use is considered appropriate for the site and capable of operating safely and effectively under current and future environmental conditions.

Risk Management

7.4. There are risks arising from the adoption/implementation of the recommendations in this report.

This project went through a Safety in Design process to identify and eliminate Specific Risks involved in this project. All residual risks will be passed onto the Contractor to manage during construction.

The most significant risks are potential reduction in scope if the additional budget is not approved, increased future costs due to inflation and reputational impacts arising from the inability to deliver the agreed project benefits to the community.

Health and Safety

7.5. There are health and safety risks arising from the adoption/ implementation of the recommendations in this report.

The approval of the additional budget is an important step in ensuring the project can proceed while also addressing key site health and safety issues. This additional budget will allow necessary drainage improvements to be completed in the carpark, pothole and surface condition issues that have impacted accessibility and safety.

During the Safety in Design, standard health and safety risks associated with construction were identified and addressed. These will be identified in the contract document and conveyed to the contractor during construction. Construction stage risks will be managed in the normal manner throughout construction using WDC processes.

8. CONTEXT

Consistency with Policy

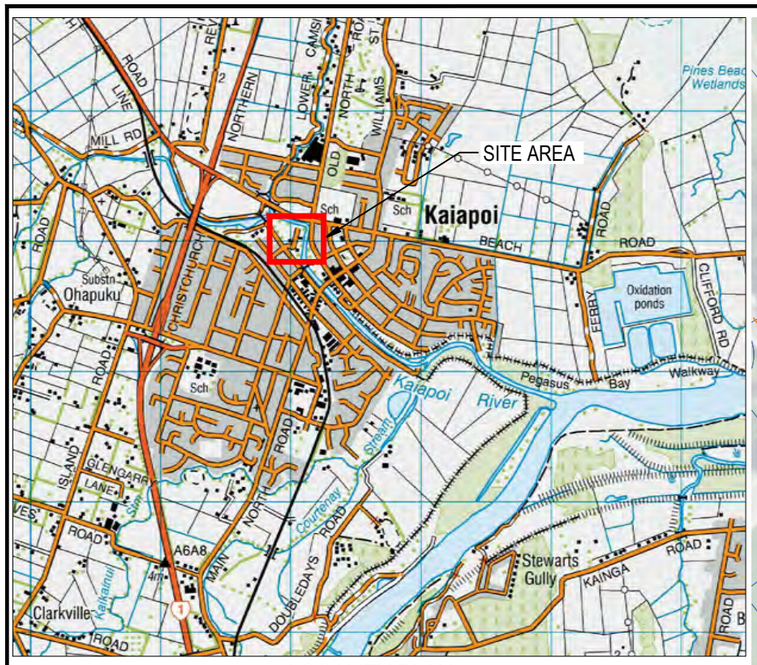
7.3 This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy.

Authorising Legislation

8.1. Local Government Act 2022

Authorising Delegations

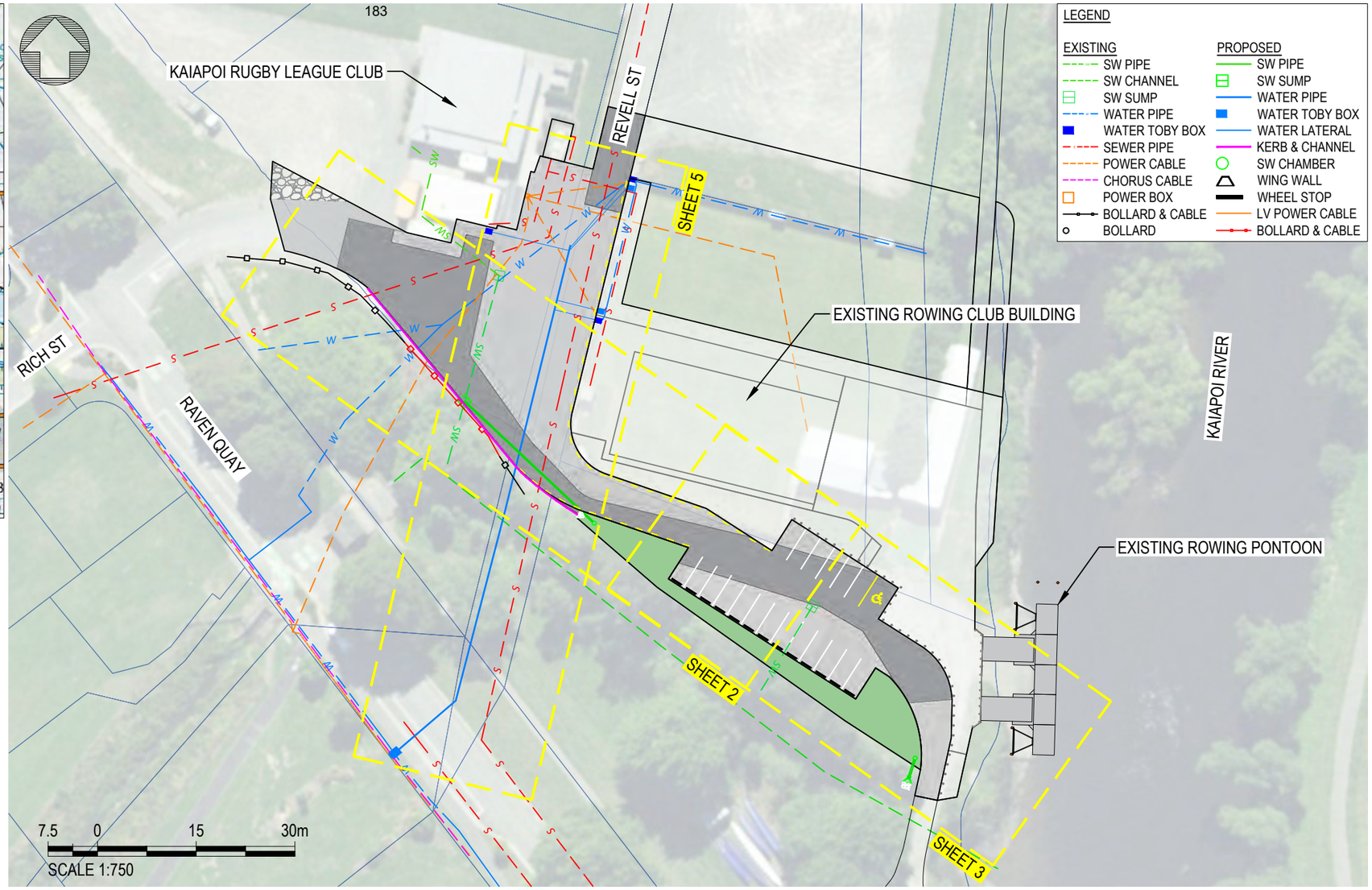
8.2. Council has the delegated authority to receive this report and approve the request for additional budget.



LOCALITY PLAN
SCALE: NTS

NOTES

1. LOCATION AND EXTENT OF ALL SERVICES INDICATIVE ONLY. CONTRACTOR TO CONFIRM THE DEPTH AND LOCATION OF ALL EXISTING SERVICES PRIOR TO COMMENCING WORK.
2. WHERE POSSIBLE, THE SIZE AND TYPE OF EXISTING PIPE MATERIAL HAS BEEN SHOWN TO ASSIST THE CONTRACTOR. THE CONTRACTOR SHALL SATISFY THEMSELVES THAT THIS INFORMATION IS CORRECT.
3. CONTRACTOR TO VERIFY DESIGN LEVELS ON SITE AND INFORM ENGINEER OF ANY ADJUSTMENTS REQUIRED AT LEAST **TWO** DAYS PRIOR TO INSTALLATION.
4. ALL CONSTRUCTION WORK TO BE CARRIED OUT AS PER WDC ENGINEERING CODE OF PRACTICE.
5. DRILL PIT LOCATIONS TO BE AGREED WITH ENGINEER PRIOR TO STARTING WORK.
6. NEW 20mm WATER CONNECTIONS TO BE ACUFLO TESTABLE BACKFLOW ASSEMBLIES WITH METER (CM2000620MCTR) IN A WDC STANDARD TOBY BOX.
7. ALL INSPECTION CHAMBERS AND WING WALLS TO HAVE 100kPa SAFE BEARING CAPACITY FOUNDATIONS, AND PIPES TO HAVE 50kPa SAFE BEARING CAPACITY FOUNDATIONS. WHERE SOFT GROUND FOUNDATION IS REQUIRED, THESE SHALL BE INSTALLED AS PER CCC CSS SD344 WITH MIN 300mm FOUNDATION DEPTH.
8. ALL EXCAVATION AROUND TREE ROOTS TO BE UNDERTAKEN IN ACCORDANCE WITH WDC STANDARD "PROTECTION OF EXISTING SERVICES".
9. ALL LINE MARKING IN ACCORDANCE WITH TRAFFIC CONTROL DEVICES MANUAL.
10. ALL PARKING BAY LINE MARKING SHALL BE 100mm WHITE AND YELLOW AS SHOWN IN DRAWINGS.
11. LV CABLE DUCTING TO BE LAID AT MIN 800mm DEPTH BELOW NEW SURFACE WITH 100mm WIDTH HAZARD WARNING TAPE MAG STRIP.
12. ALL CONSTRUCTION INTERFACES WITH EXISTING SURFACES SHALL BE TRIMMED TO A NEAT VERTICAL FACE.
13. COORDINATES ARE IN TERMS OF GEODETIC DATUM NZTM 2000, ORIGIN COORDINATES
    IS 9 DP 426467 (EN7A)
    5197002.459mN
    1571749.113mE
14. LEVELS ARE IN TERMS OF LYTTELTON 1937. ORIGIN OF LEVELS:
    IS 9 DP 426467 (EN7A)
    RL 1.82m
15. FL = FINISHED LEVEL AND EL = EXISTING LEVEL.



LAYOUT PLAN
SCALE: 1:750

SHEET INDEX

SHEET No.	DETAILS
01	LOCALITY & LAYOUT PLAN, INDEX SHEETS & GENERAL NOTES
02	STORMWATER PLAN PART 1
03	STORMWATER PLAN PART 2
04	WATER PLAN
05	DESIGN DETAILS PART 1
06	DESIGN DETAILS PART 2
07	SURFACE OVERVIEW PLAN

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	PRELIMINARY DESIGN DRAWINGS	HW	-	-	-

SURVEYED	GP	29/09/2025	PROJECT No PD002222
DRAWN	HW	31/03/2026	CON No CON202585
DRAWING CHKD	-	-	SCALE (A3) SEE ABOVE
DESIGNED	HW	31/03/2026	DATUM ORIGIN
DESIGNED CHKD	-	-	HORIZONTAL NZTM GD2000
APPROVED	-	-	VERTICAL LYTTELTON 1937

WAIMAKARIRI DISTRICT COUNCIL

PROJECT
MURPHY PARK REDEVELOPMENT

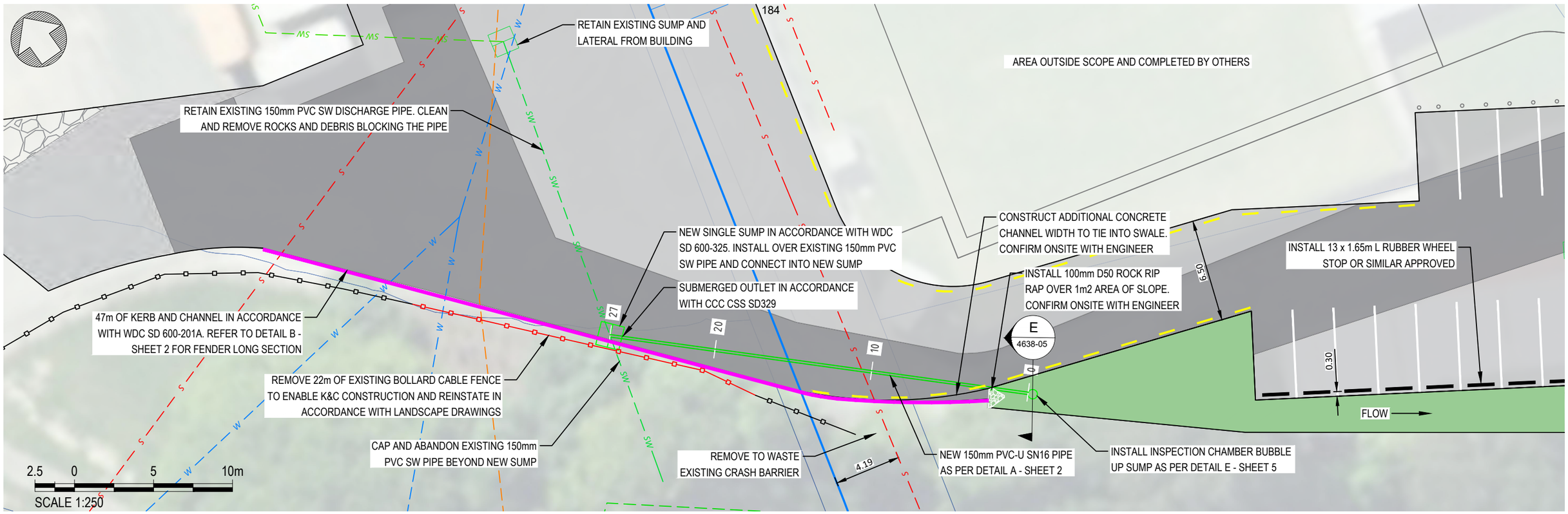
SHEET TITLE
LOCALITY & LAYOUT PLAN,
INDEX SHEET & GENERAL NOTES

PRELIMINARY
NOT FOR CONSTRUCTION

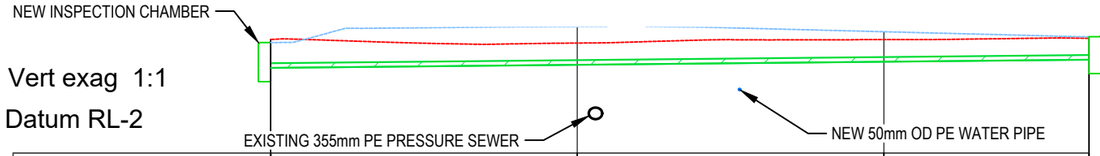
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SHEET 01 | REVISION A

PLOT DATE: 26/06/2026 FILE: S:\PDU\PDU JOBS\PD002200-2299\PD002222 - MURPHY PARK REDEVELOPMENT\2 - DESIGN\PACKAGE 2 - MURPHY PARK REV 3.DWG



STORMWATER PLAN PART 1
SCALE: 1:250

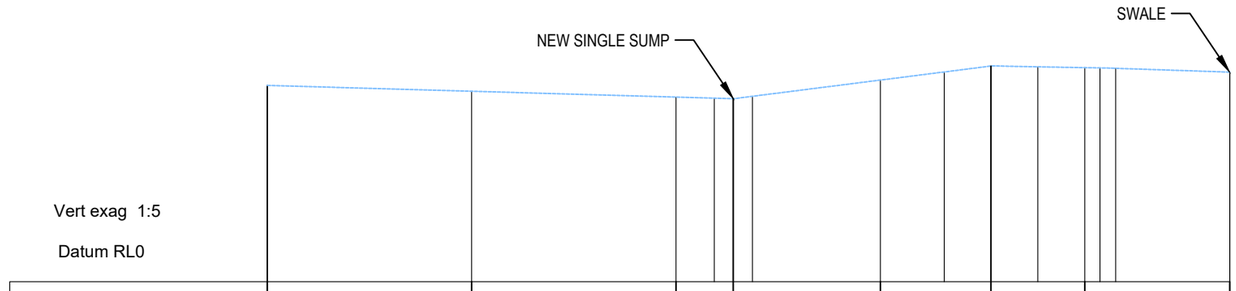


Vert exag 1:1

Datum RL-2

NEW SURFACE RL	1.60	2.12	1.96	1.80	
EXISTING SURFACE RL	1.71	1.59	1.70	1.74	
PIPE INVERT RL	0.78	0.88	0.98	1.05	
DEPTH TO INVERT FROM NEW GL	0.83	1.24	0.98	0.75	
CHAINAGE	0.00	10.00	20.00	26.69	
PIPE GRADE	1.00% 1:100				
PIPE DETAILS	150mm uPVC SN16				

DETAIL A - STORMWATER PIPE A LONG SECTION
SCALE: 1:200



Vert exag 1:5

Datum RL0

EXISTING SURFACE RL	1.92	1.86	1.81	1.79	1.97	2.11	2.09	2.05
CHAINAGE	0.00	10.00	20.00	22.80	30.00	35.40	40.00	47.10
GRADE %					2.54% 1:40		-0.51% -1:200	

DETAIL B - KERB LONG SECTION
SCALE: 1:300

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	PRELIMINARY DESIGN DRAWINGS	HW	-	-	-

SURVEYED	GP	29/09/2025	PROJECT No PD002222
DRAWN	HW	31/03/2026	CON No CON202585
DRAWING CHKD	-	-	SCALE (A3) SEE ABOVE
DESIGNED	HW	31/03/2026	DATUM ORIGIN
DESIGNED CHKD	-	-	HORIZONTAL NZTM GD2000
APPROVED	-	-	VERTICAL LYTTELTON 1937

WAIMAKARIRI DISTRICT COUNCIL

PROJECT: MURPHY PARK REDEVELOPMENT

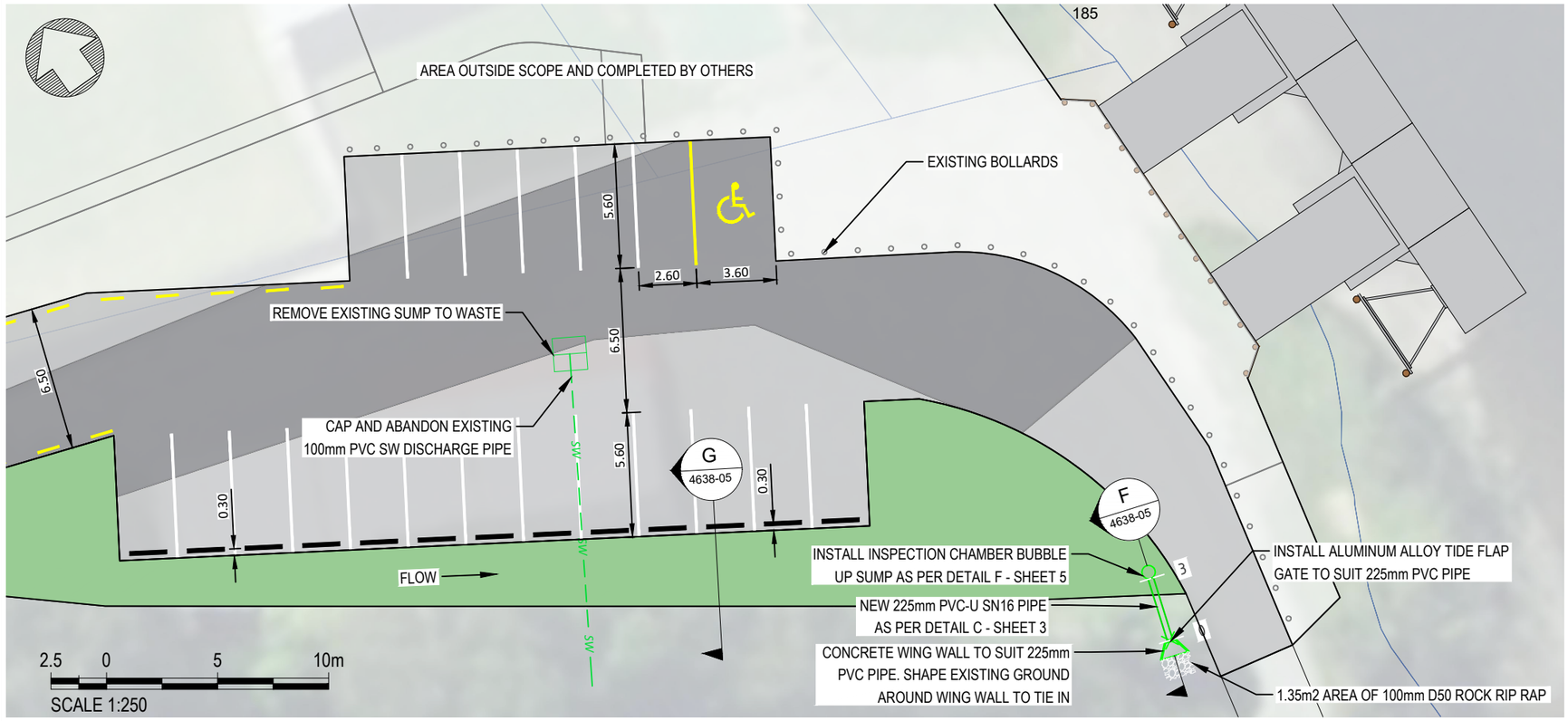
SHEET TITLE: STORMWATER PLAN PART 1

PRELIMINARY
NOT FOR CONSTRUCTION

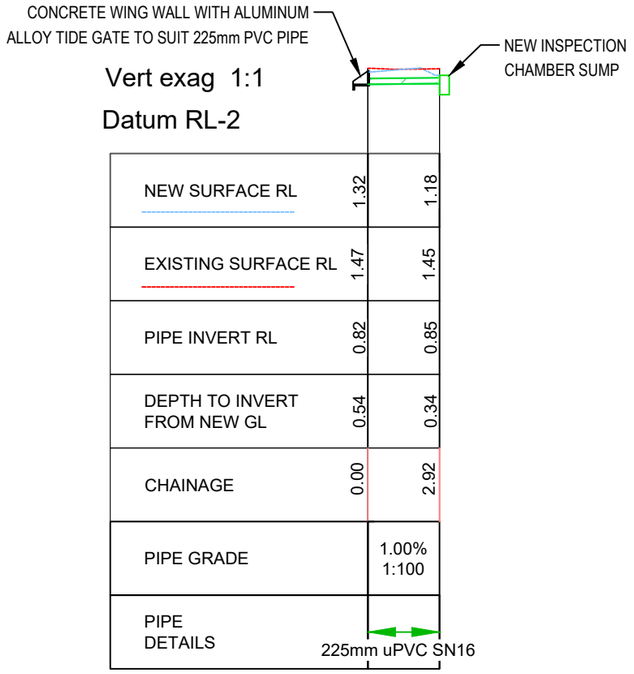
DRAWING 4638

SHEET 02

REVISION A



STORMWATER PLAN PART 2
SCALE: 1:250



DETAIL C - STORMWATER PIPE B LONG SECTION
SCALE: 1:250

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	PRELIMINARY DESIGN DRAWINGS	HW	-	-	-

SURVEYED	GP	29/09/2025	PROJECT No	PD002222
DRAWN	HW	31/03/2026	CON No	CON202585
DRAWING CHKD	-	-	SCALE (A3)	SEE ABOVE
DESIGNED	HW	31/03/2026	DATUM ORIGIN	
DESIGNED CHKD	-	-	HORIZONTAL	NZTM GD2000
APPROVED	-	-	VERTICAL	LYTTELTON 1937

WAIMAKARIRI DISTRICT COUNCIL

PROJECT
MURPHY PARK REDEVELOPMENT

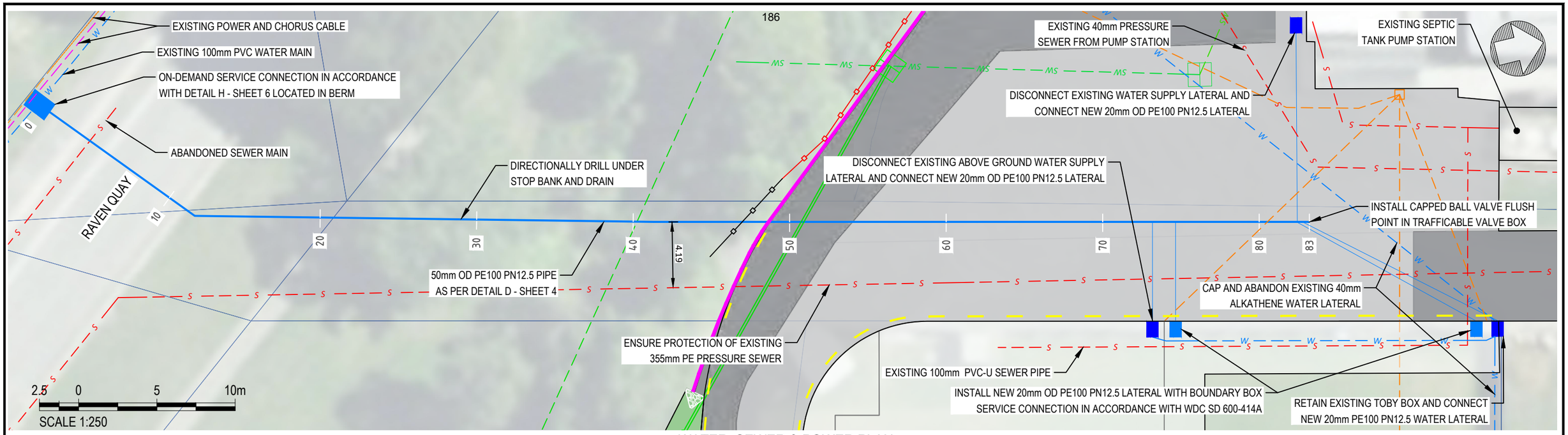
SHEET TITLE
STORMWATER PLAN PART 2

PRELIMINARY
NOT FOR CONSTRUCTION

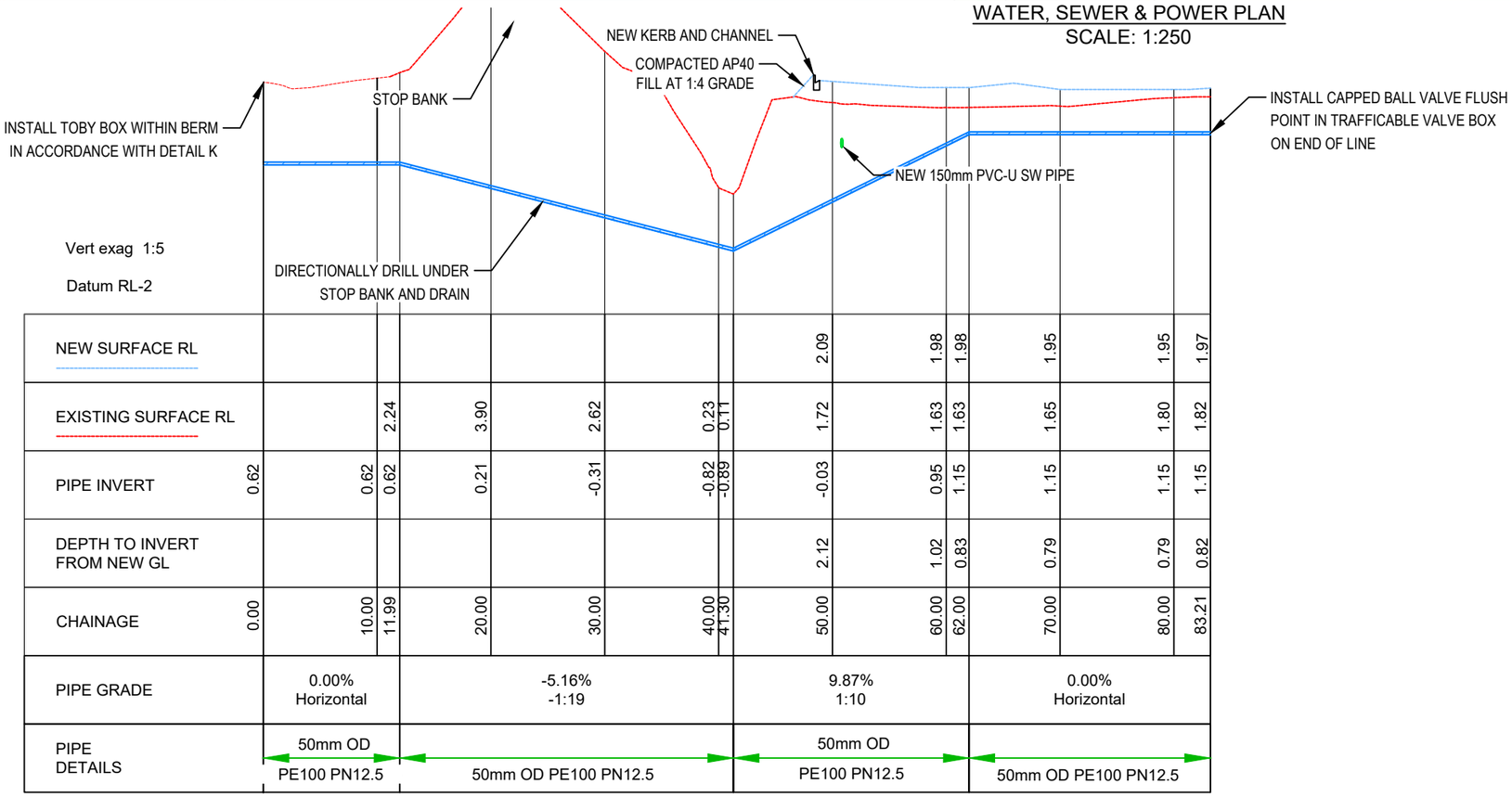
DRAWING 4638

SHEET 03

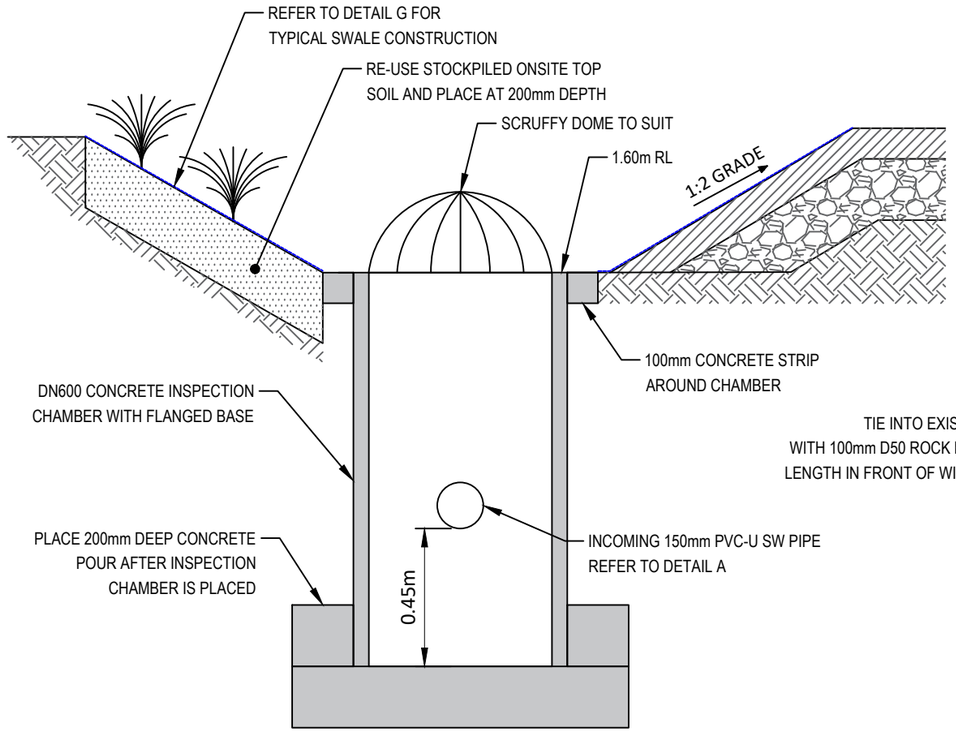
REVISION A



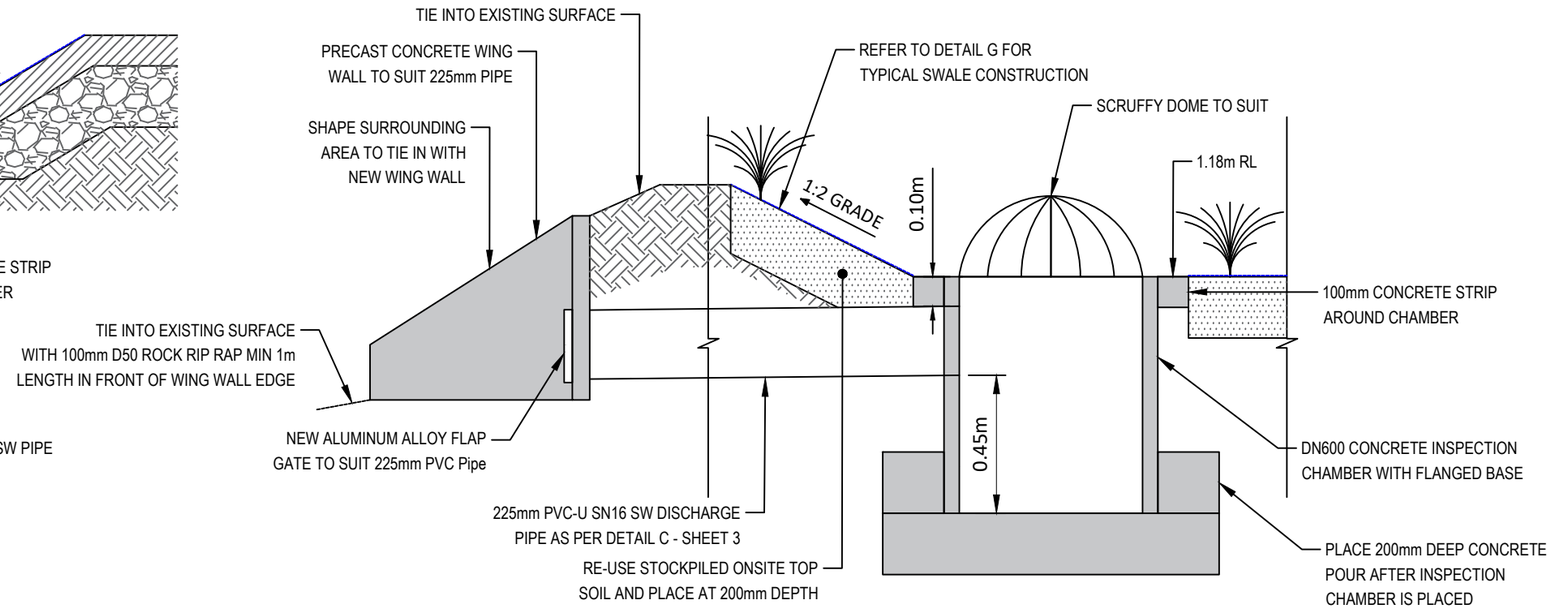
WATER, SEWER & POWER PLAN
SCALE: 1:250



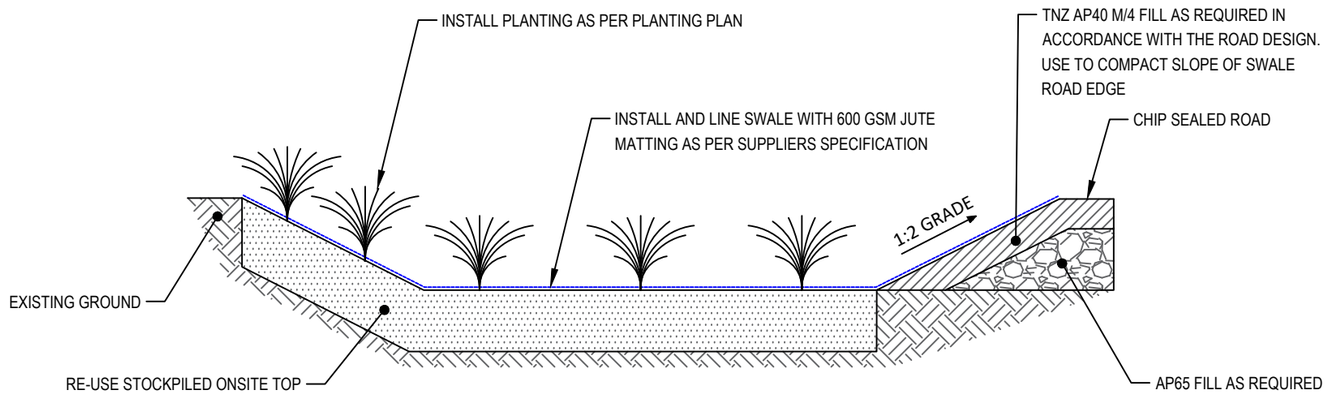
| | | |



DETAIL E - SWALE BUBBLE UP SUMP
SCALE: 1:20



DETAIL F - SWALE DISCHARGE SUMP
SCALE: 1:20



DETAIL G - TYPICAL SWALE CONSTRUCTION DETAIL
SCALE: 1:20

200 0 400 800mm
SCALE 1:20

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	PRELIMINARY DESIGN DRAWINGS	HW	-	-	-

SURVEYED	GP	29/09/2025	PROJECT No	PD002222
DRAWN	HW	31/03/2026	CON No	CON202585
DRAWING CHKD	-	-	SCALE (A3)	SEE ABOVE
DESIGNED	HW	31/03/2026	DATUM ORIGIN	
DESIGNED CHKD	-	-	HORIZONTAL	NZTM GD2000
APPROVED	-	-	VERTICAL	LYTTELTON 1937

WAIMAKARIRI DISTRICT COUNCIL

PROJECT
MURPHY PARK REDEVELOPMENT

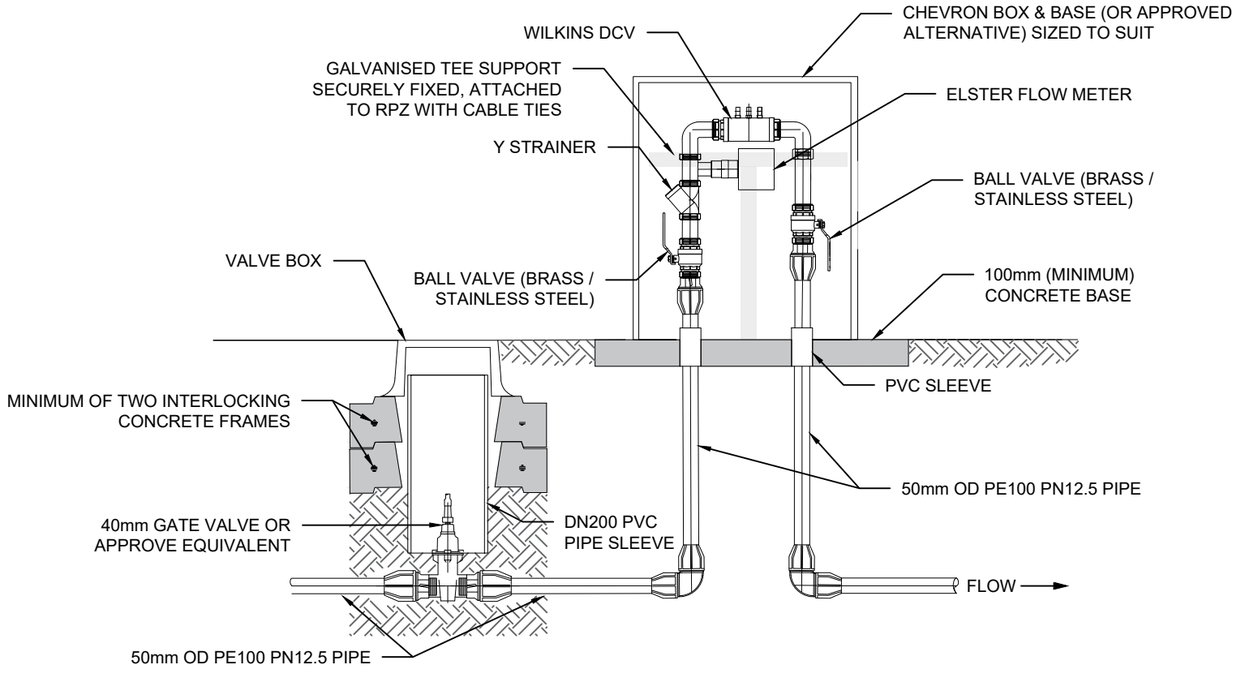
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DESIGN DETAILS PART 1

PRELIMINARY
NOT FOR CONSTRUCTION

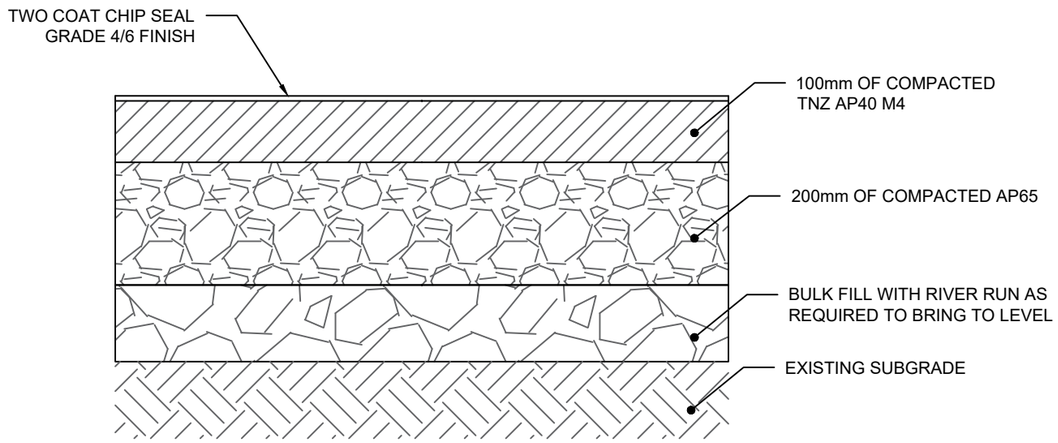
DRAWING 4638

SHEET 05

REVISION A



DETAIL H - ON-DEMAND SERVICE CONNECTION
SCALE: 1:20



DETAIL I - CHIP SEAL AND ASPHALT ROAD CROSS SECTION
SCALE: 1:10

200 0 400 800mm
SCALE 1:20

100 0 200 400mm
SCALE 1:10

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	PRELIMINARY DESIGN DRAWINGS	HW	-	-	-

SURVEYED	GP	29/09/2025	PROJECT No	PD002222
DRAWN	HW	31/03/2026	CON No	CON202585
DRAWING CHKD	-	-	SCALE (A3)	SEE ABOVE
DESIGNED	HW	31/03/2026	DATUM ORIGIN	
DESIGNED CHKD	-	-	HORIZONTAL	NZTM GD2000
APPROVED	-	-	VERTICAL	LYTTELTON 1937

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PROJECT
MURPHY PARK REDEVELOPMENT

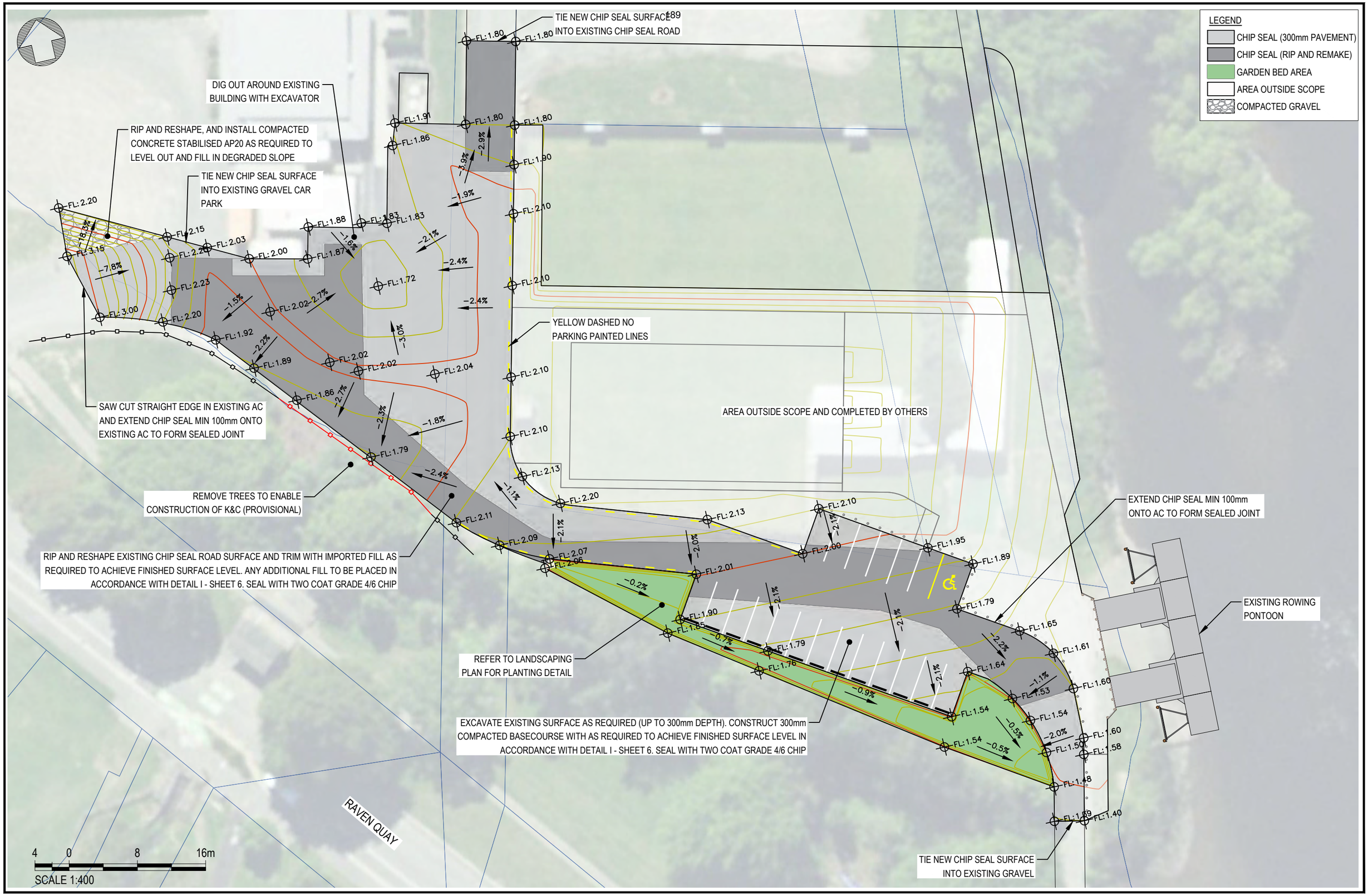
SHEET TITLE
DESIGN DETAILS PART 2

PRELIMINARY
NOT FOR CONSTRUCTION

DRAWING 4638

SHEET 06

REVISION A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	PRELIMINARY DESIGN DRAWINGS	HW	-	-	-

SURVEYED	GP	29/09/2025	PROJECT No	PD002222
DRAWN	HW	31/03/2026	CON No	CON202585
DRAWING CHKD	-	-	SCALE (A3)	SEE ABOVE
DESIGNED	HW	31/03/2026	DATUM ORIGIN	
DESIGNED CHKD	-	-	HORIZONTAL	NZTM GD2000
APPROVED	-	-	VERTICAL	LYTTELTON 1937

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PROJECT

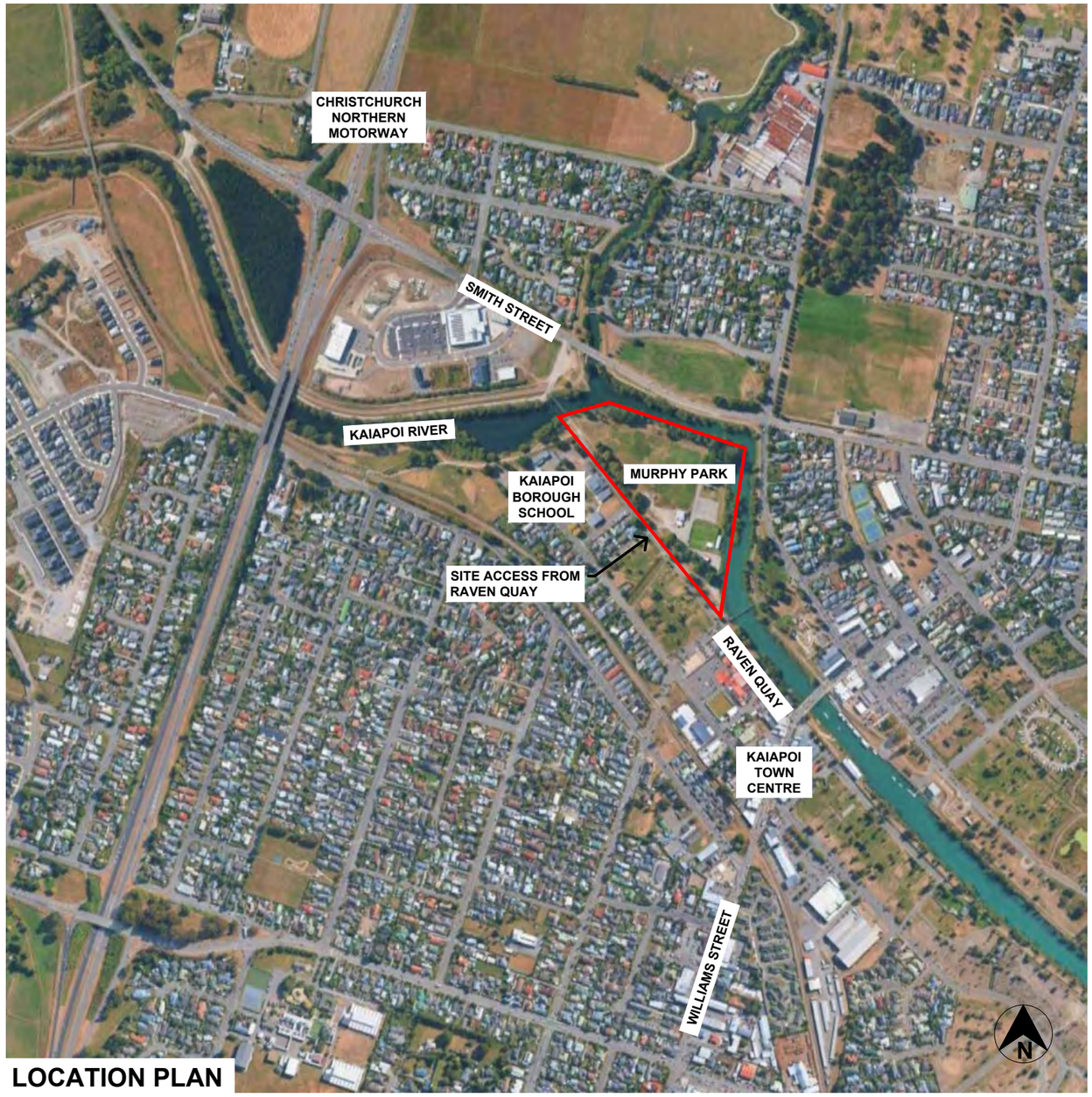
MURPHY PARK REDEVELOPMENT

SHEET TITLE

SURFACE OVERVIEW PLAN

PRELIMINARY
NOT FOR CONSTRUCTION

DRAWING	
	4638
SHEET	REVISION
07	A



LOCATION PLAN

MURPHY PARK REDEVELOPMENT - STAGE 2
CONTRACT 202585

TENDER ISSUE - 22 JULY 2026

SHEET	TITLE
LA01	Location Plan and Drawings List
LA02	General Arrangement
LA03	Drawings Location Plan
LA04	Landscape Layout Plan A
LA05	Landscape Layout Plan B
LA06	Car Park Landscape Layout Plan
LA07	Stop Bank Paths
LA08	Path Details and Cross Sections
LA09	Furniture Installation Details
LA10	Fencing Details
LA11	Planting Plan
LA12	Planting Details

DRAFT

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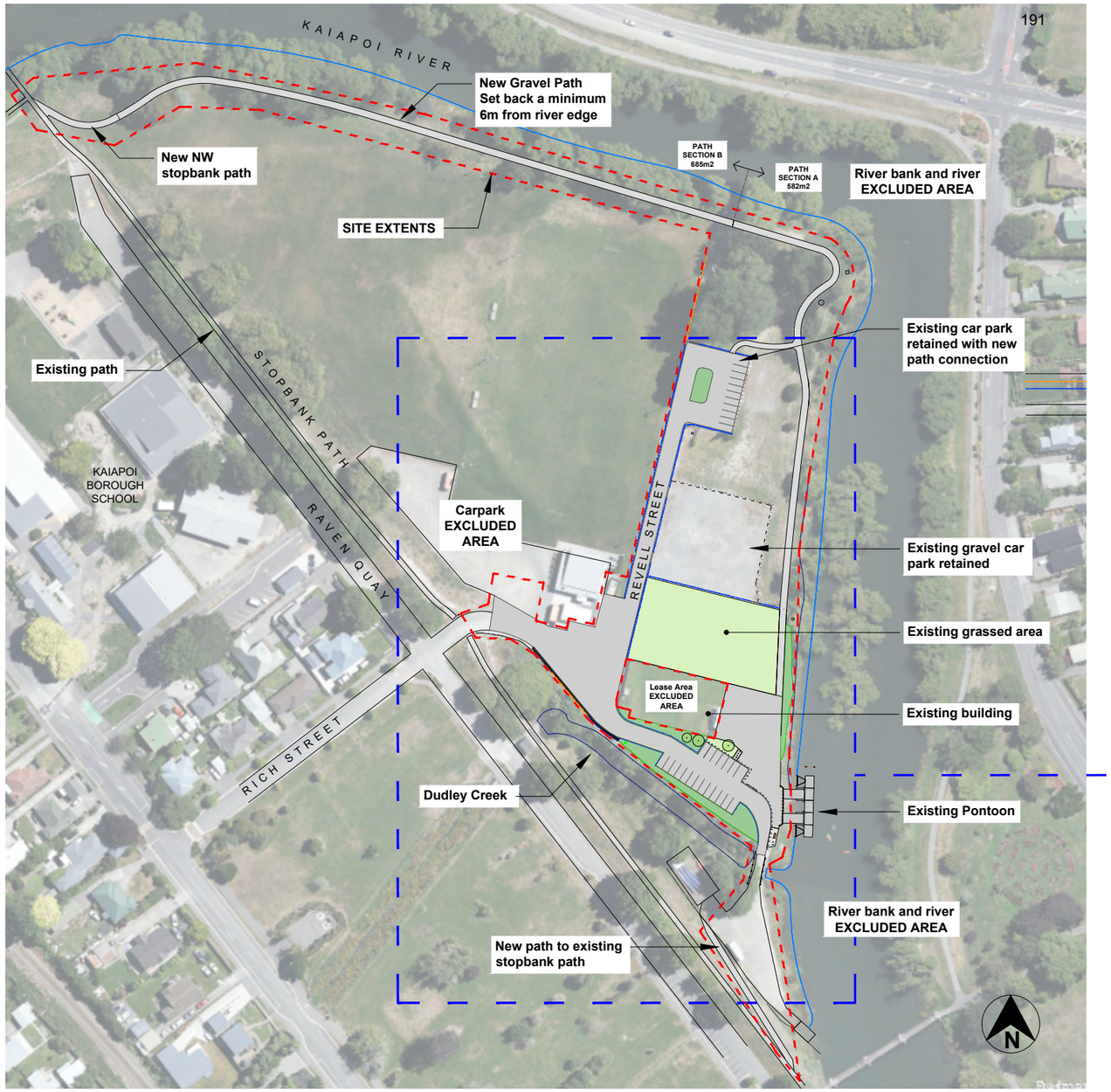
MURPHY PARK REDEVELOPMENT - STAGE 2
CONTRACT 202585
LOCATION PLAN AND DRAWINGS LIST

CLIENT
WAIMAKARIRI DISTRICT COUNCIL

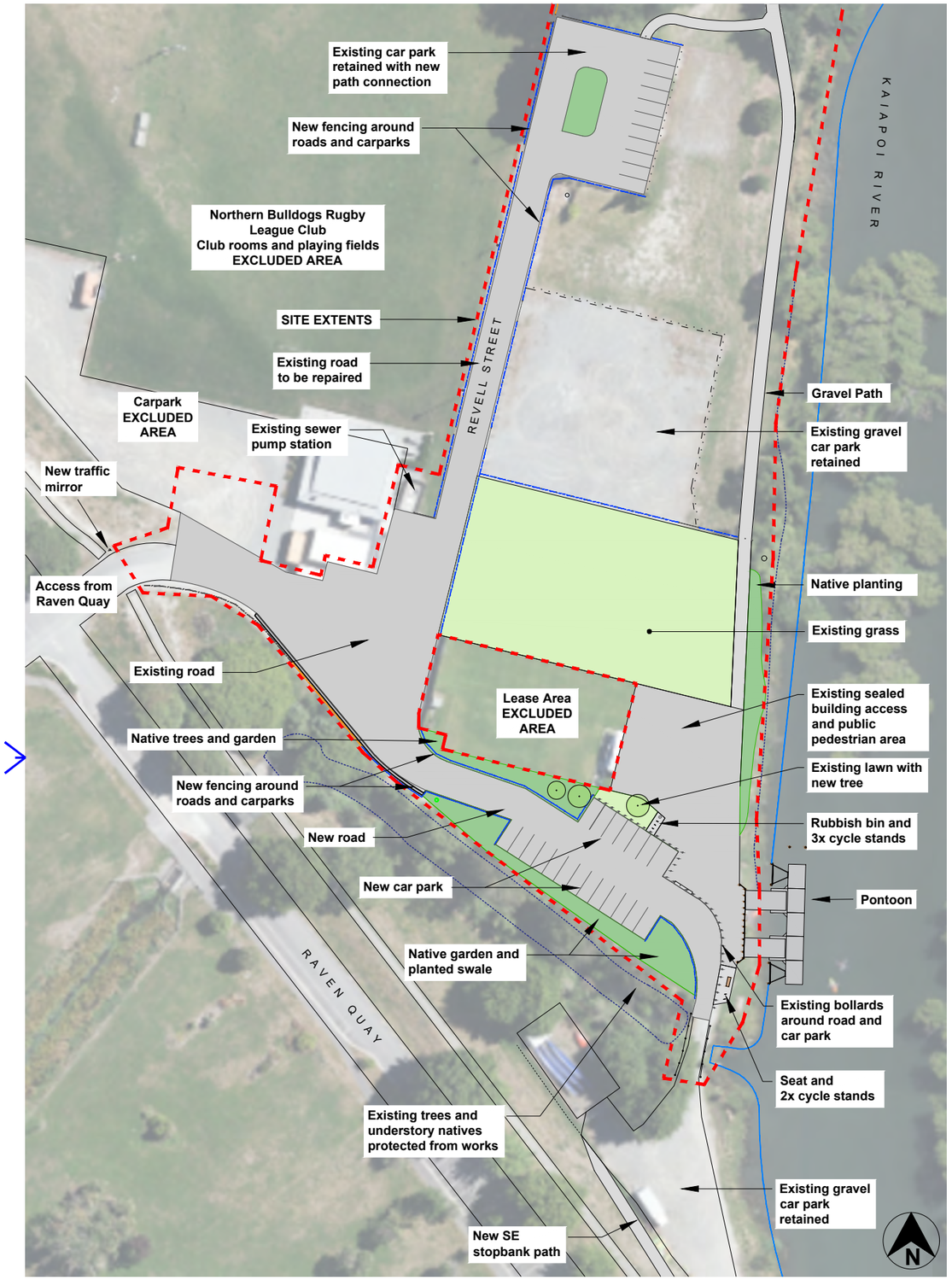
ISSUE	TENDER
SHEET	1 OF 12
SCALE	NTS
DATE	22 JULY 2026

DRAWING LA01 | REV 0

DISCLAIMERS:
Layout and boundaries are to be confirmed on site before commencement of construction
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Levels and layout approximate only



1 / * General Arrangement
Scale = 1:2000 @ A3



2 / * General Arrangement
Scale = 1:1000 @ A3

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MURPHY PARK REDEVELOPMENT - STAGE 2
CONTRACT 202585
GENERAL ARRANGEMENT

CLIENT
WAIMAKARIRI DISTRICT COUNCIL

ISSUE	TENDER
SHEET	2 OF 12
SCALE	1:2000, 1:1000 @ A3
DATE	22 JULY 2026

DRAWING LA02 **REV** 0

DISCLAIMERS:
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MURPHY PARK REDEVELOPMENT - STAGE 2
CONTRACT 202585

DRAWINGS LOCATION PLAN

CLIENT
WAIMAKARIRI DISTRICT COUNCIL

ISSUE	TENDER
SHEET	3 OF 12
SCALE	1:1250 @ A3
DATE	22 JULY 2026

DRAWING LA03 | **REV** 0

DISCLAIMERS:
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NOTES:
CONTRACTOR TO UNDERTAKE SERVICES LOCATION BEFORE ANY PHYSICAL WORKS COMMENCE.

GEOREFERENCED DWG. FILE AVAILABLE FOR PATHS SETOUT AND THIS TO BE DONE BY A REGISTERED SURVEYOR.

SETOUT AS SHOWN IS SUBJECT TO MINOR CHANGE FOLLOWING ONSITE ADJUSTMENT BY THE ENGINEER TO CONTRACT.

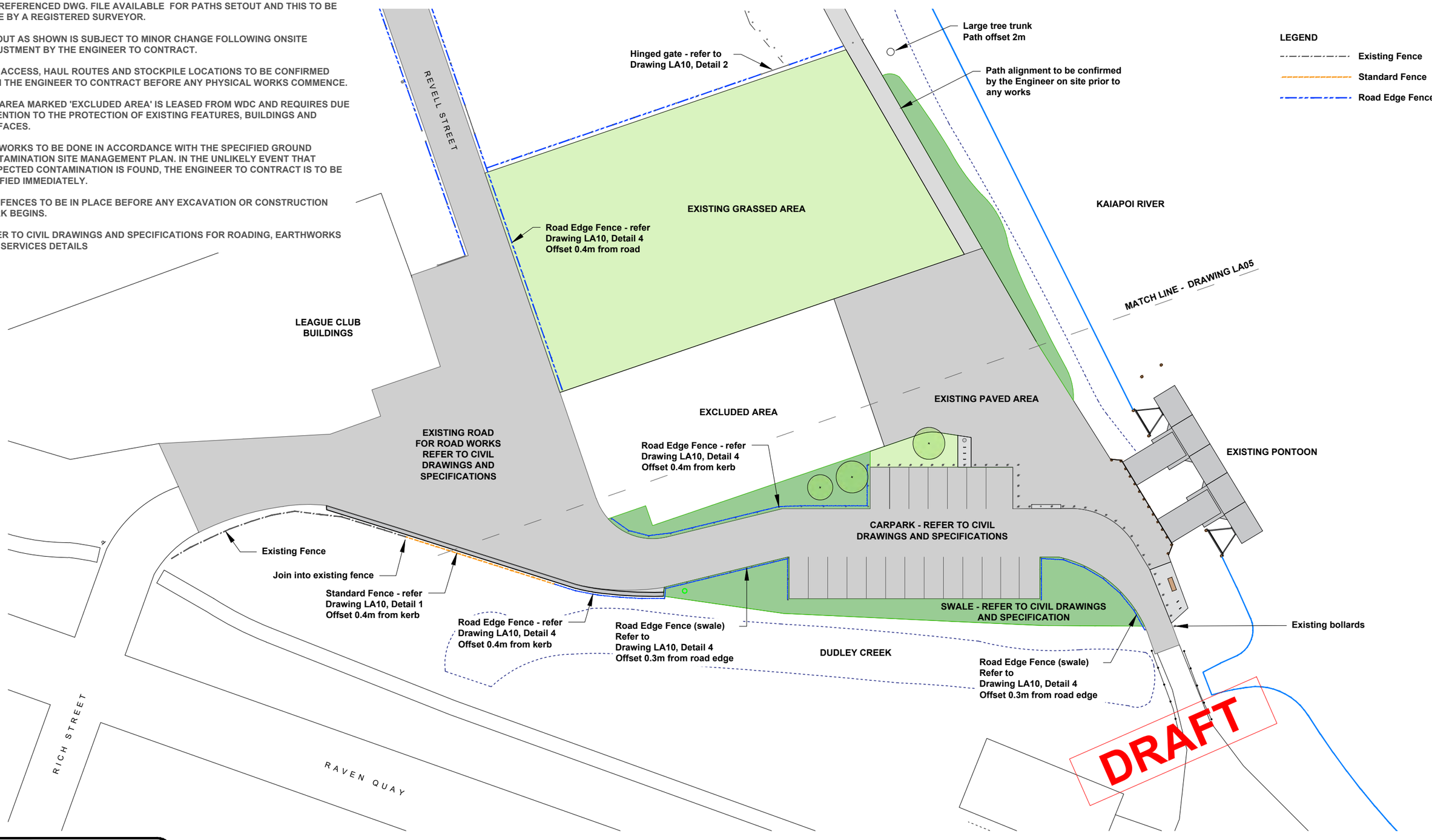
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SILT FENCES TO BE IN PLACE BEFORE ANY EXCAVATION OR CONSTRUCTION WORK BEGINS.

REFER TO CIVIL DRAWINGS AND SPECIFICATIONS FOR ROADING, EARTHWORKS AND SERVICES DETAILS



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MURPHY PARK REDEVELOPMENT - STAGE 2
CONTRACT 202585
LANDSCAPE LAYOUT PLAN A

CLIENT
WAIMAKARIRI DISTRICT COUNCIL

ISSUE	TENDER
SHEET	4 OF 12
SCALE	1:500 @ A3
DATE	22 JULY 2026

DRAWING LA04
REV 0

DISCLAIMERS:
Layout and boundaries are to be confirmed on site before commencement of construction
Underground services to be located before setout
Levels and layout approximate only

KAIAPOI RIVER

Planting
Drawing LA11, Detail 1
Refer Drawing

Large tree trunk
Path offset 2m

Top of bank approx.

Path alignment to be confirmed by the Engineer on site prior to any works

Existing monument
Path offset 2m

MH
Path offset 1.5m

2x Type A bollards - refer Drawing LA10, Detail 3
One bollard centre of path

Hinged gate - refer to Drawing LA10, Detail 2

1m path chamfer in corners

Type A bollards - refer Drawing LA10, Detail 3
Offset 0.4m from gravel car park

Carpark edge approx.

Type A bollards - refer Drawing LA10, Detail 3
Offset 0.4m from road

EXISTING GRASSED AREA

EXCLUDED AREA

3m wide HDG
10mm drop chain

Road Edge Fence - refer Drawing LA10, Detail 4
Confirm location on site

2.4m wide opening in fence with central Type A bollard - refer to Drawing LA10, Detail 3

Road Edge Fence - refer Drawing LA10, Detail 4
Offset 0.4m from road

EXISTING CAR PARK

Road Edge Fence - refer Drawing LA10, Detail 4
Offset 0.4m from road

4m wide HDG 10mm drop chain
Confirm location on site

Road Edge Fence - refer Drawing LA10, Detail 4
Offset 0.4m from road

EXCLUDED AREA

PATH SECTION A
582m2

MH

Hinged gate - refer to Drawing LA10, Detail 2

1.5m wide opening in fence
Confirm location on site

EXISTING MINOR ROAD REPAIRS - LOCATION AND EXTENT TO BE CONFIRMED ON SITE BY THE ENGINEER

PATH SECTION B
685m2

LP LP LP LP LP

Standard Fence - refer Drawing LA10, Detail 1

1.5m wide opening in fence
Confirm locations and light pole locations on site

1.5m wide opening in fence
Confirm locations and light pole locations on site

1.5m wide opening in fence
Confirm locations and light pole locations on site

Hinged gate - refer to Drawing LA10, Detail 2

EXISTING ROAD FOR ROAD WORKS REFER TO CIVIL DRAWINGS AND SPECIFICATIONS

LEAGUE CLUB BUILDINGS AND CARPARK

PLAYING FIELDS

MATCH LINE - DRAWING LA04

Gravel Path 2.5m wide
Longfall 1:20 maximum
Crossfall 1:50

FOR TENDER
NOT FOR CONSTRUCTION

NOTES:
CONTRACTOR TO UNDERTAKE SERVICES LOCATION BEFORE ANY PHYSICAL WORKS COMMENCE.

GEOREFERENCED DWG. FILE AVAILABLE FOR PATHS SETOUT AND THIS TO BE DONE BY A REGISTERED SURVEYOR.

SETOUT AS SHOWN IS SUBJECT TO MINOR CHANGE FOLLOWING ONSITE ADJUSTMENT BY THE ENGINEER TO CONTRACT.

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LEGEND
- Existing Fence
- Standard Fence
- Road Edge Fence

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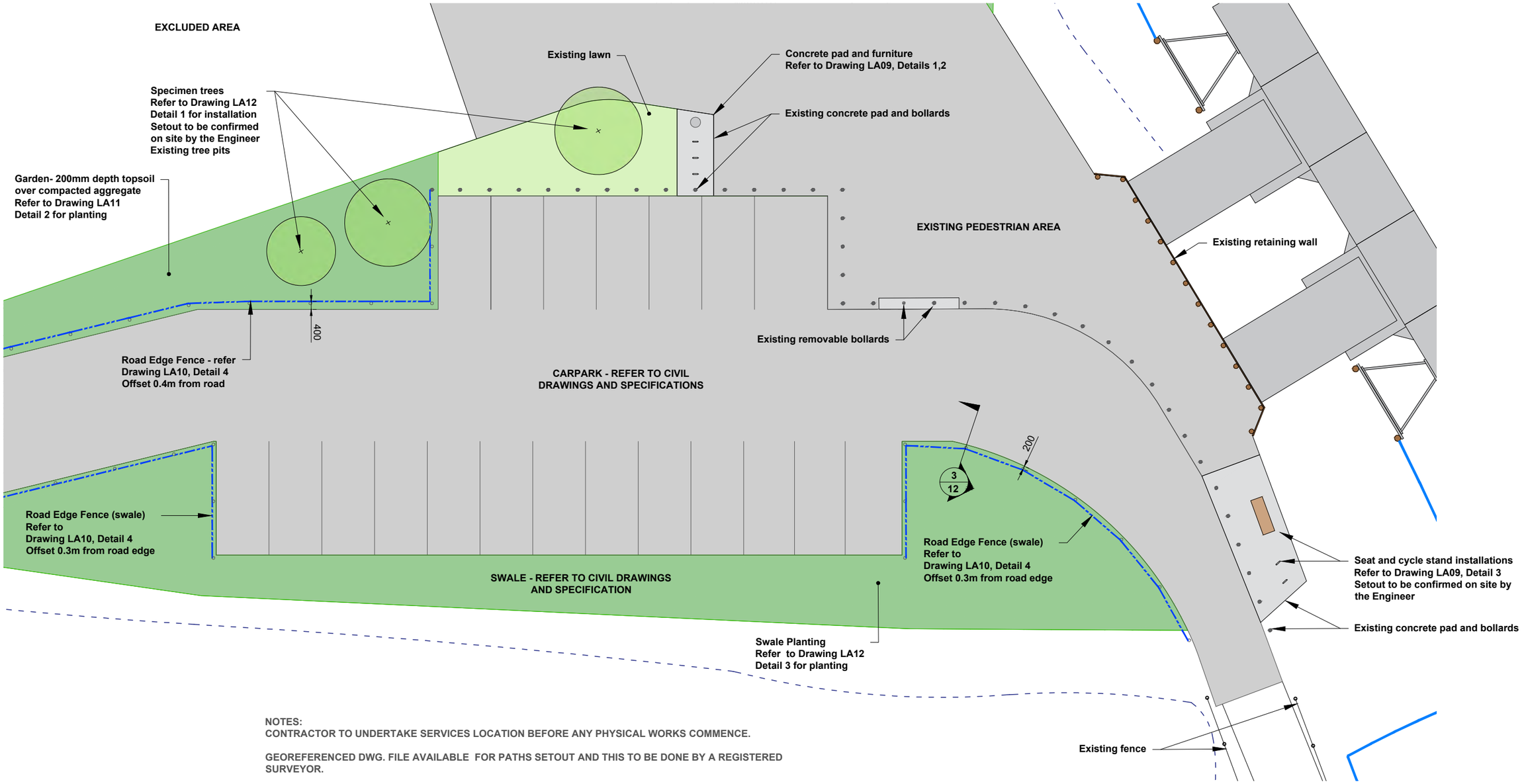
MURPHY PARK REDEVELOPMENT - STAGE 2
CONTRACT 202585
LANDSCAPE LAYOUT PLAN B

CLIENT
WAIMAKARIRI DISTRICT COUNCIL

ISSUE	TENDER
SHEET	5 OF 12
SCALE	1:500 @ A3
DATE	22 JULY 2026

DRAWING LA05 | REV 0

DISCLAIMERS:
Layout and boundaries are to be confirmed on site before commencement of construction
Underground services to be located before setout
Levels and layout approximate only



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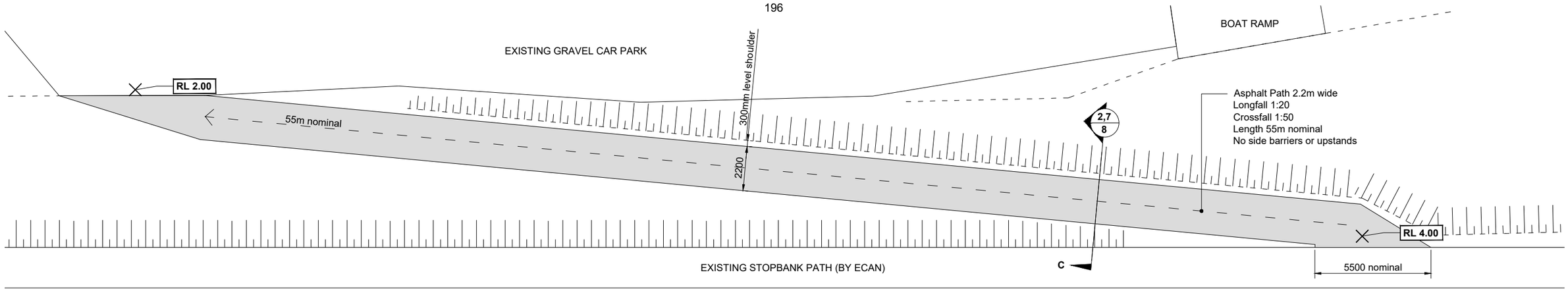
MURPHY PARK REDEVELOPMENT - STAGE 2
CONTRACT 202585
CAR PARK LANDSCAPE LAYOUT PLAN

CLIENT
WAIMAKARIRI DISTRICT COUNCIL

ISSUE	TENDER
SHEET	6 OF 12
SCALE	1:200 @ A3
DATE	22 JULY 2026

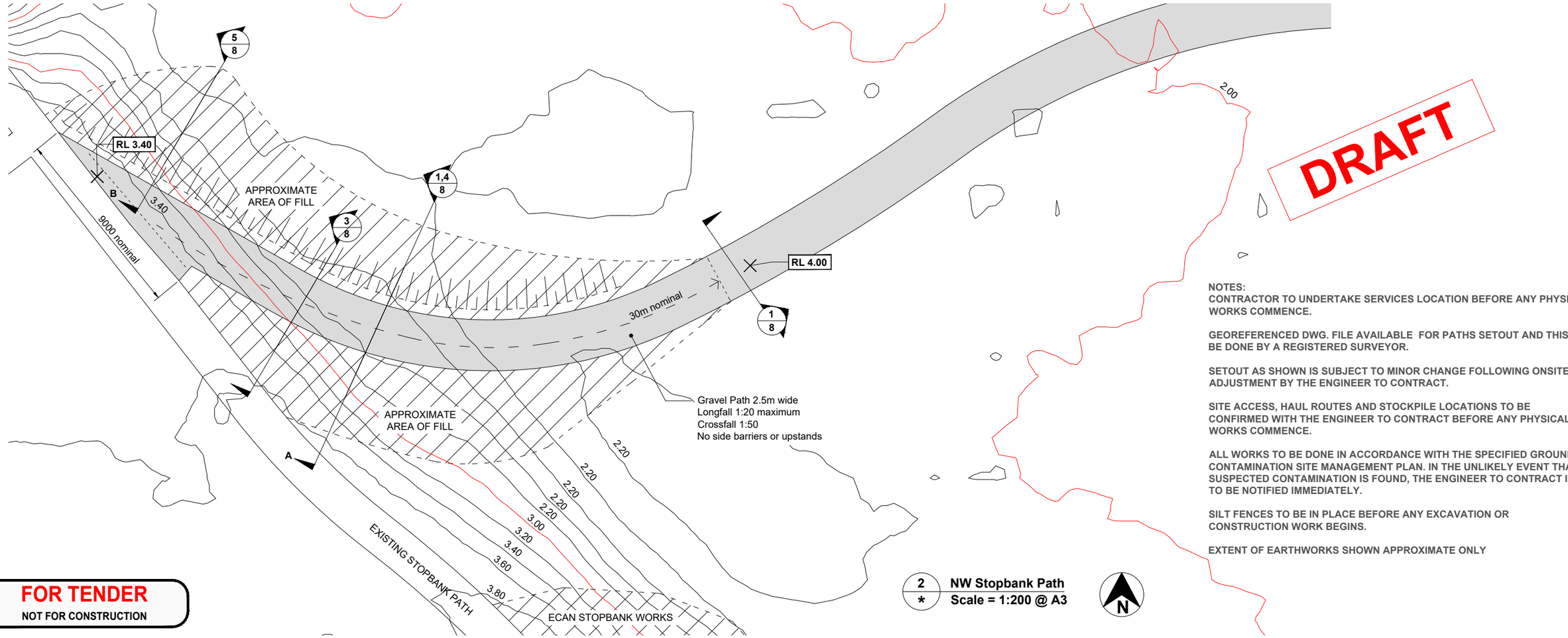
DRAWING LA06
REV 0

DISCLAIMERS:
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Levels and layout approximate only



NOTES:
Stopbank earthworks/benching for the path by ECan
Path layout to be confirmed by Engineer on site

1 / * SE Stopbank Path
Scale = 1:200 @ A3



2 / * NW Stopbank Path
Scale = 1:200 @ A3

DRAFT

NOTES:
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EXTENT OF EARTHWORKS SHOWN APPROXIMATE ONLY

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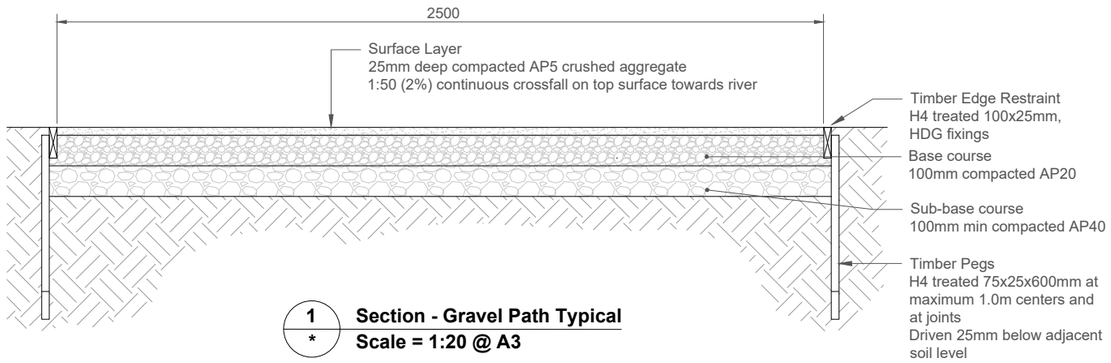
MURPHY PARK REDEVELOPMENT - STAGE 2
CONTRACT 202585
STOPBANK PATHS

CLIENT
WAIMAKARIRI DISTRICT COUNCIL

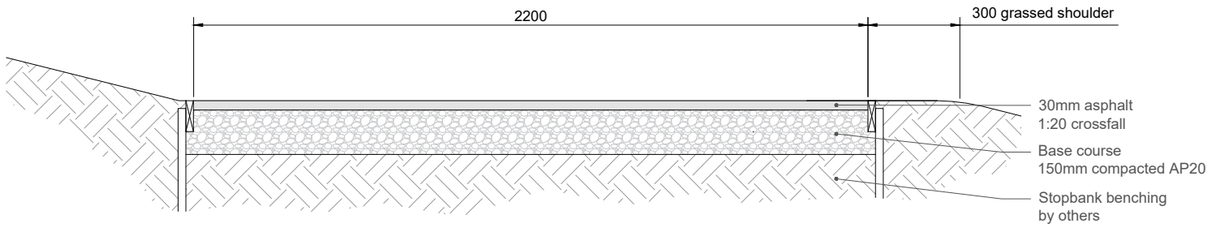
ISSUE	TENDER
SHEET	7 OF 12
SCALE	1:200 @ A3
DATE	22 JULY 2026

DRAWING LA07
REV 0

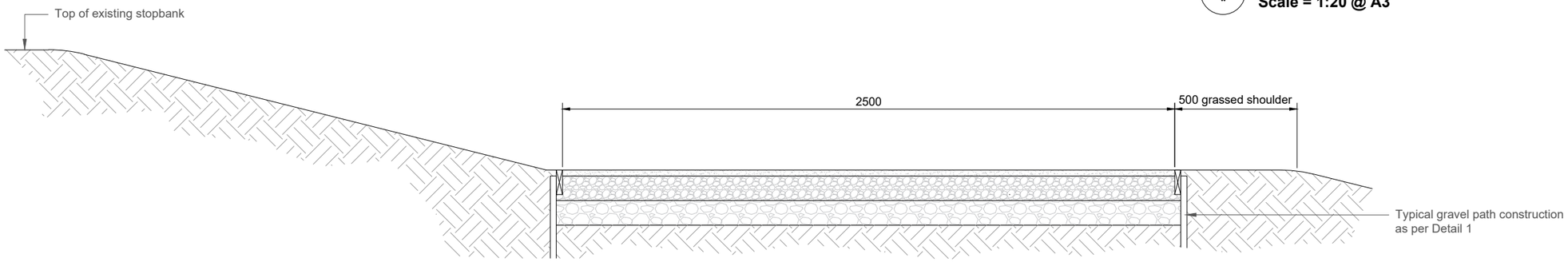
DISCLAIMERS:
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Levels and layout approximate only



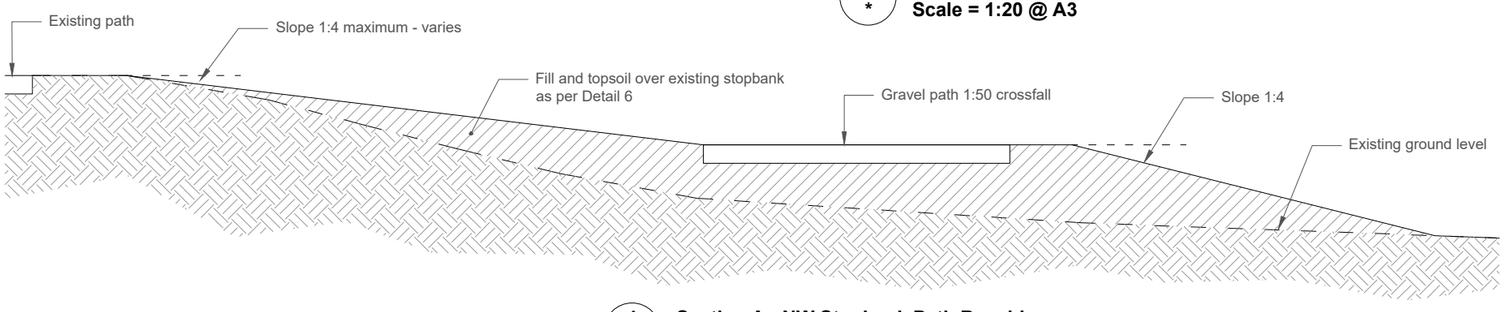
1 / * Section - Gravel Path Typical
Scale = 1:20 @ A3



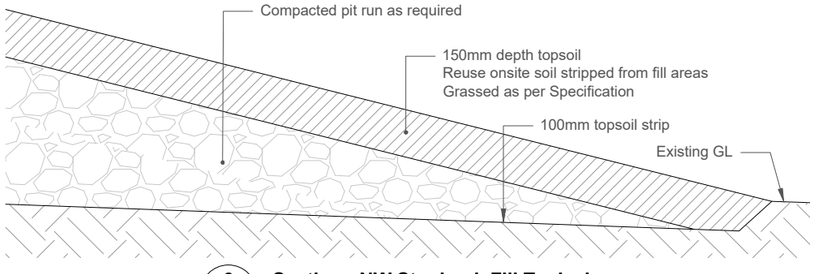
2 / * Section - SE Stopbank Asphalt Path Construction Typical
Scale = 1:20 @ A3



3 / * Section - NW Stopbank Gravel Path Construction Typical
Scale = 1:20 @ A3

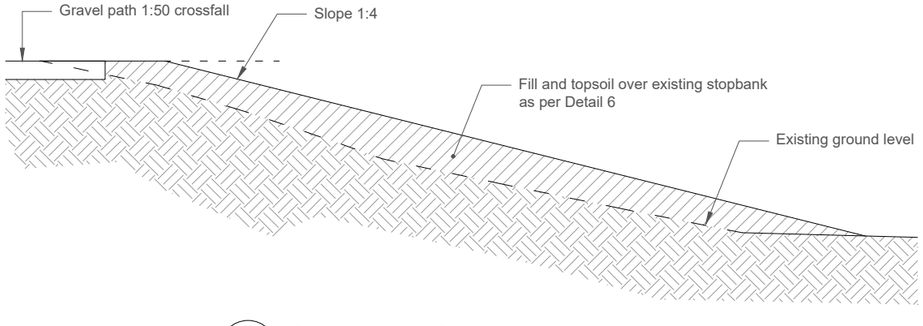


4 / * Section A - NW Stopbank Path Benching
Scale = 1:50 @ A3

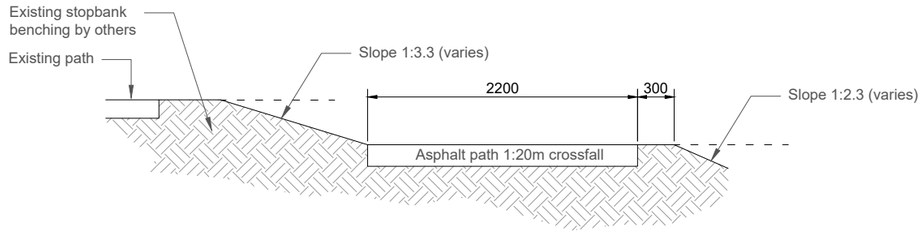


6 / * Section - NW Stopbank Fill Typical
Scale = 1:20 @ A3

DRAFT



5 / * Section B - NW Stopbank Path Benching
Scale = 1:50 @ A3



7 / * Section - SE Stopbank Path Benching
Scale = 1:20 @ A3

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MURPHY PARK REDEVELOPMENT - STAGE 2
CONTRACT 202585

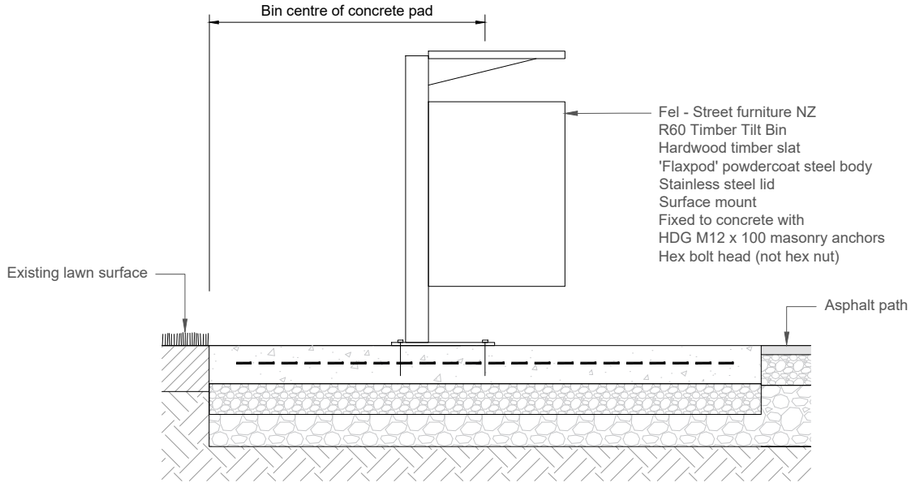
PATH DETAILS AND CROSS SECTIONS

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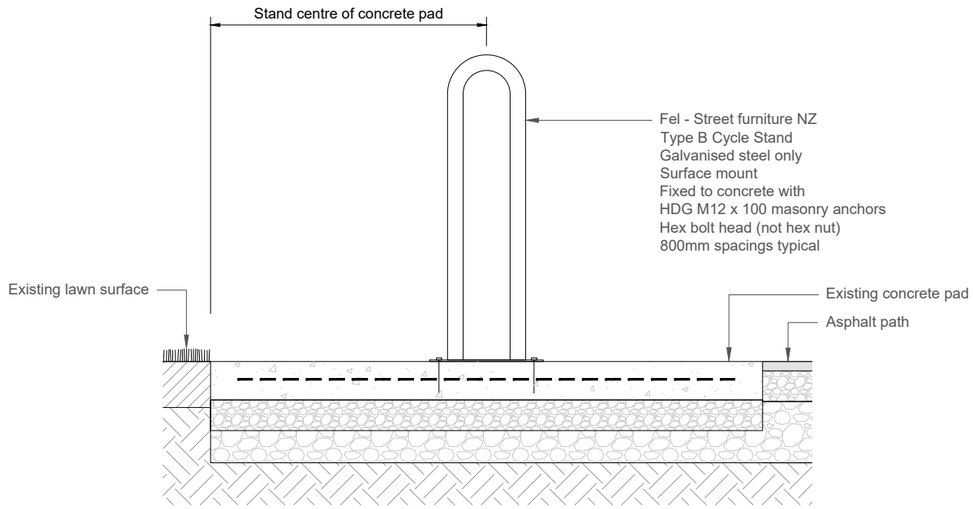
ISSUE	TENDER
SHEET	8 OF 12
SCALE	1:20, 1:50 @ A3
DATE	22 JULY 2026

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REV 0

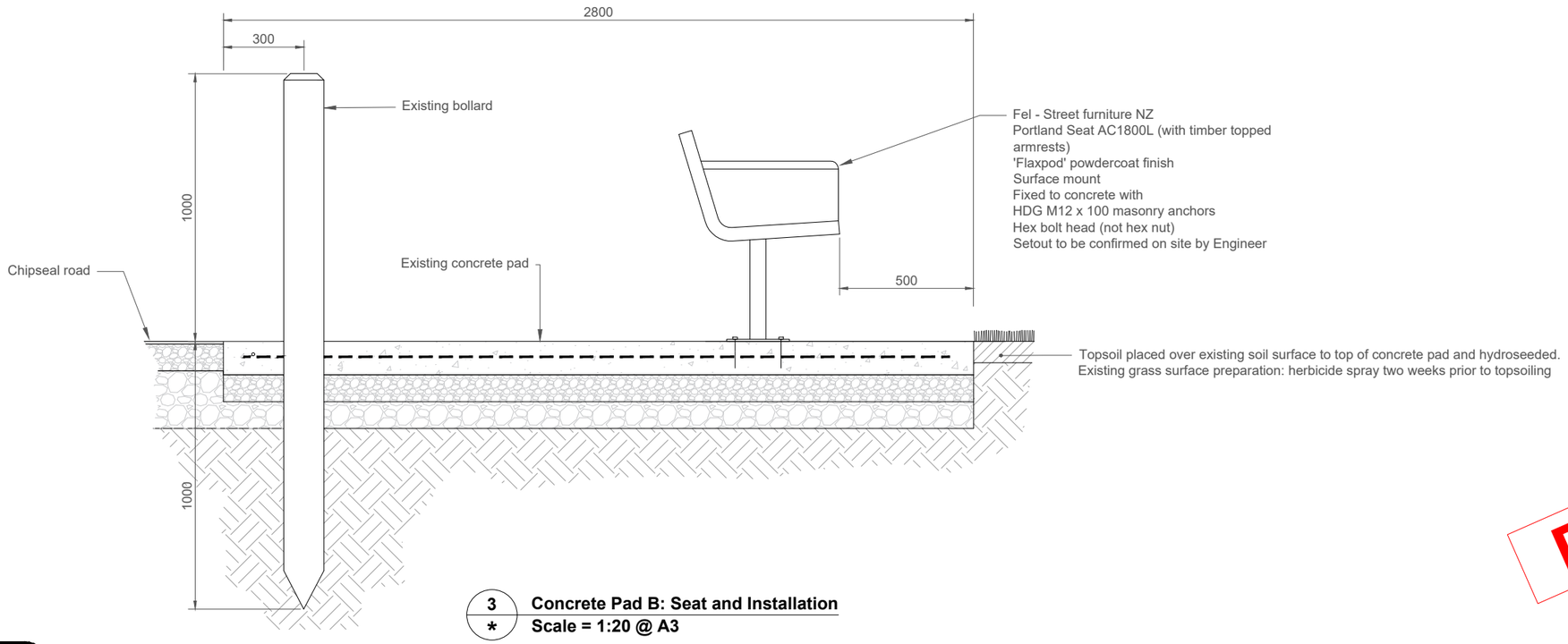
DISCLAIMERS:
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Levels and layout approximate only



1 * Rubbish Bin Installation
Scale = 1:20 @ A3



2 * Cycle Stand Installation
Scale = 1:20 @ A3



3 * Concrete Pad B: Seat and Installation
Scale = 1:20 @ A3

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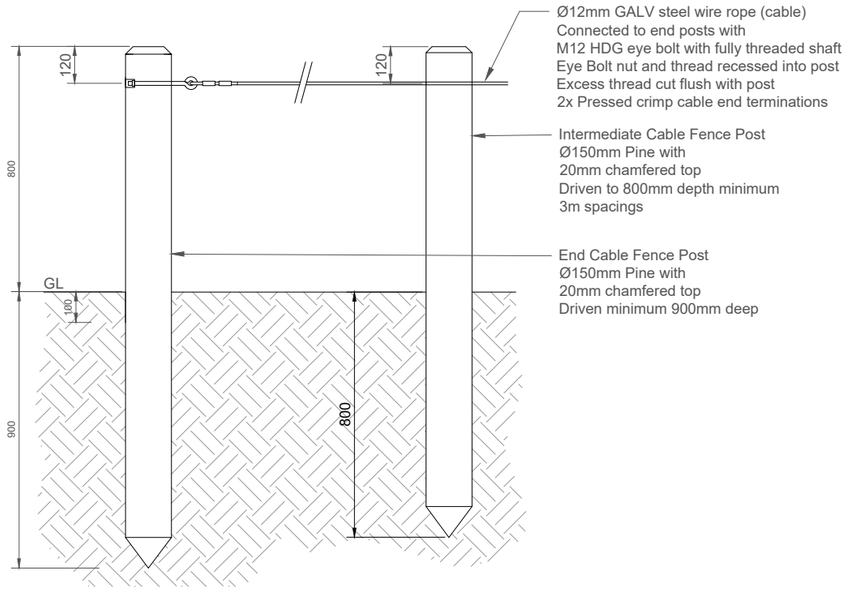
MURPHY PARK REDEVELOPMENT - STAGE 2
CONTRACT 202585
FURNITURE INSTALLATION DETAILS

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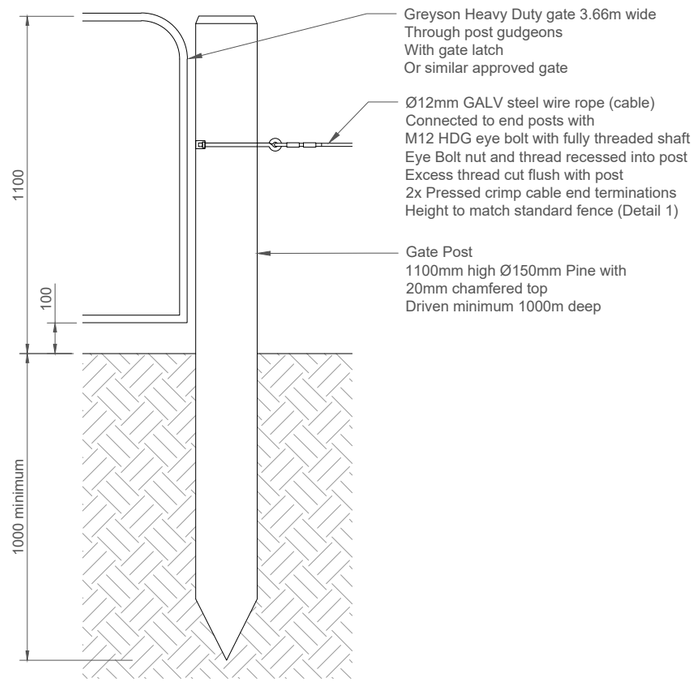
ISSUE	TENDER
SHEET	9 OF 12
SCALE	1:20 @ A3
DATE	22 JULY 2026

DRAWING LA09 **REV** 0

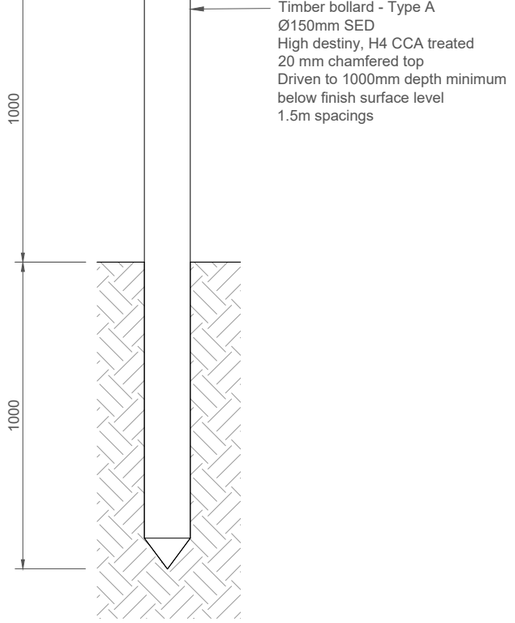
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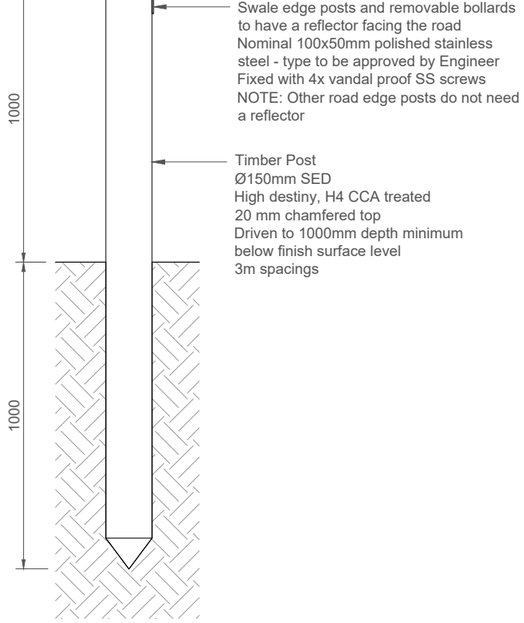
1 * Standard Post and Cable Fence
Scale = 1:20 @ A3



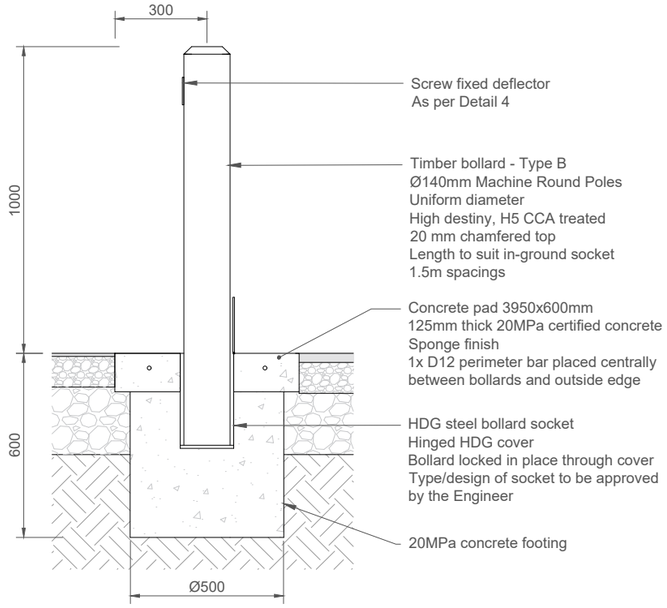
2 * Gate and Gate Post
Scale = 1:20 @ A3



3 * Bollard - Type A and B
Scale = 1:20 @ A3



4 * Fence Post - Road Edge
Scale = 1:20 @ A3



5 * Removable Bollard - Existing (FOR INFORMATION ONLY)
Scale = 1:20 @ A3

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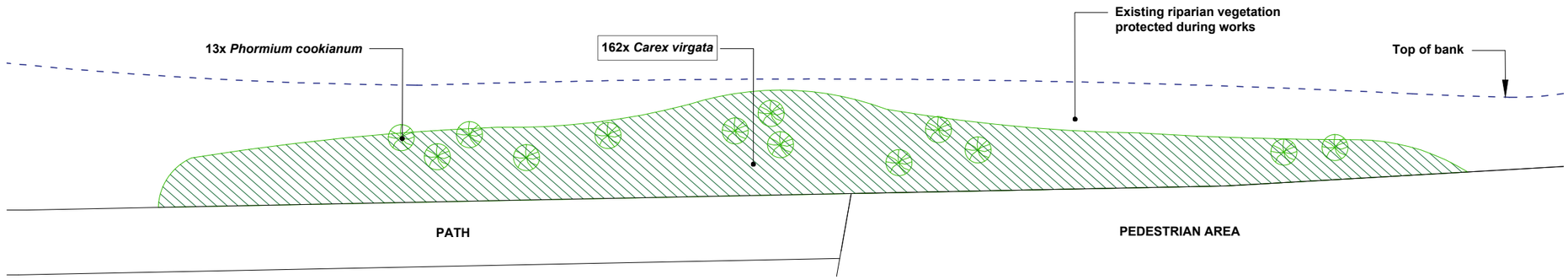
MURPHY PARK REDEVELOPMENT - STAGE 2
CONTRACT 202585
FENCING DETAILS

CLIENT
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ISSUE	TENDER
SHEET	10 OF 12
SCALE	1:20 @ A3
DATE	22 JULY 2026

DRAWING LA10
REV 0

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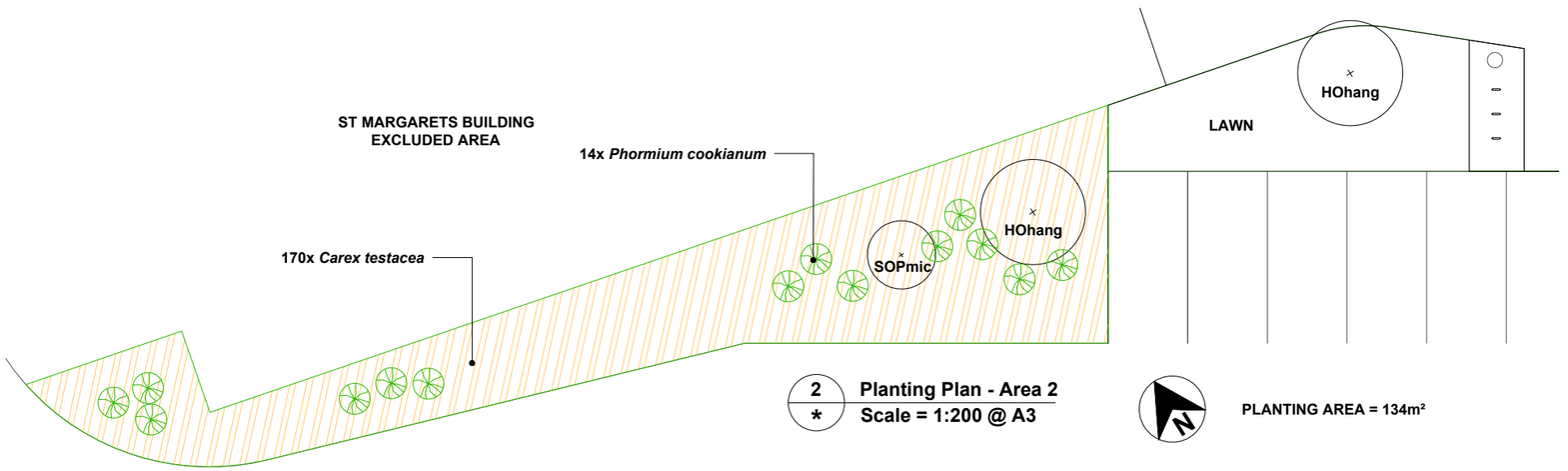


NOTE: PLANT NUMBERS AND AREA FOR CAREX VIRGATA MAY BE LESS THAN SCHEDULED FOR THIS GARDEN TO BE CONFIRMED BY THE ENGINEER

1 / * Planting Plan - Area 1
Scale = 1:200 @ A3

PLANTING AREA = 127m²
TO BE CONFIRMED

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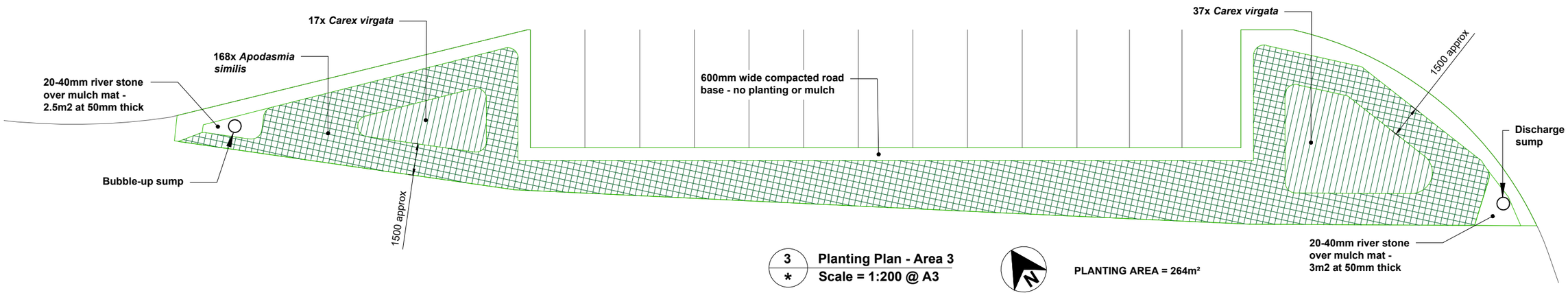


2 / * Planting Plan - Area 2
Scale = 1:200 @ A3

PLANTING AREA = 134m²

PLANT SCHEDULE				
	SPECIES	GRADE (pot)	SPACINGS	NUMBER
	Apodasmia similis	1litre	0.7m	168
	Carex testacea	7cm	0.7m	170
	Carex virgata	7cm	0.7m	216
HOhang	*Hoheria angustifoilia*	25 litre	N/A	2
	Phormium cookianum	1litre	1.5m nominal	28
SOPmic	*Sophora microphylla*	25 litre	N/A	1

NOTES:
1) Plants supplied to be approved by the Engineer before installation
2) Setout to be confirmed on site by the designer before installation
3) No planting within 400mm of path/road edges
4) Best practice planting methodology to be followed
5) Tree pits to be minimum Ø600x750mm deep
6) Trees to be staked as per WDC specifications
7) plant numbers for Carex virgata may be less than scheduled



3 / * Planting Plan - Area 3
Scale = 1:200 @ A3

PLANTING AREA = 264m²

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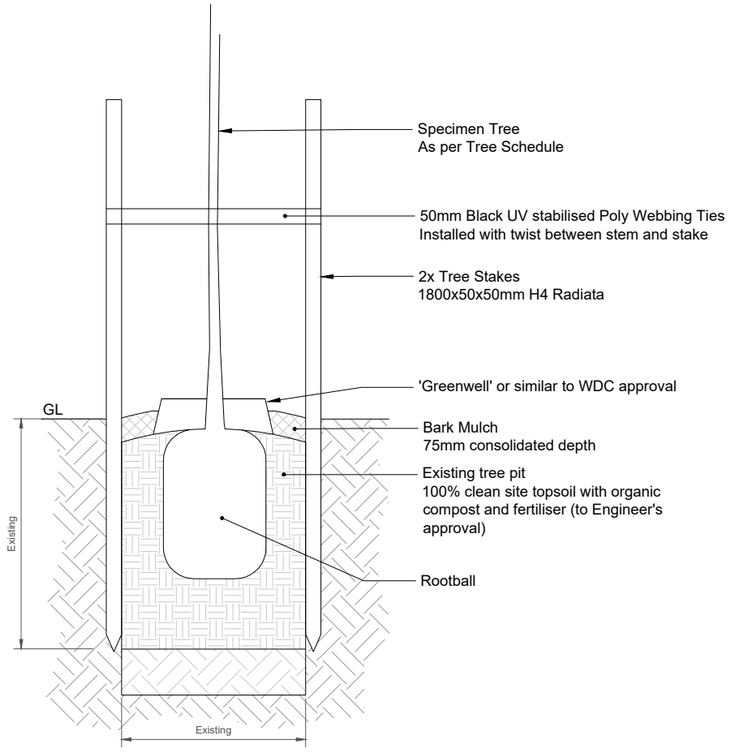
MURPHY PARK REDEVELOPMENT - STAGE 2
CONTRACT 202585
PLANTING PLAN

CLIENT
WAIMAKARIRI DISTRICT COUNCIL

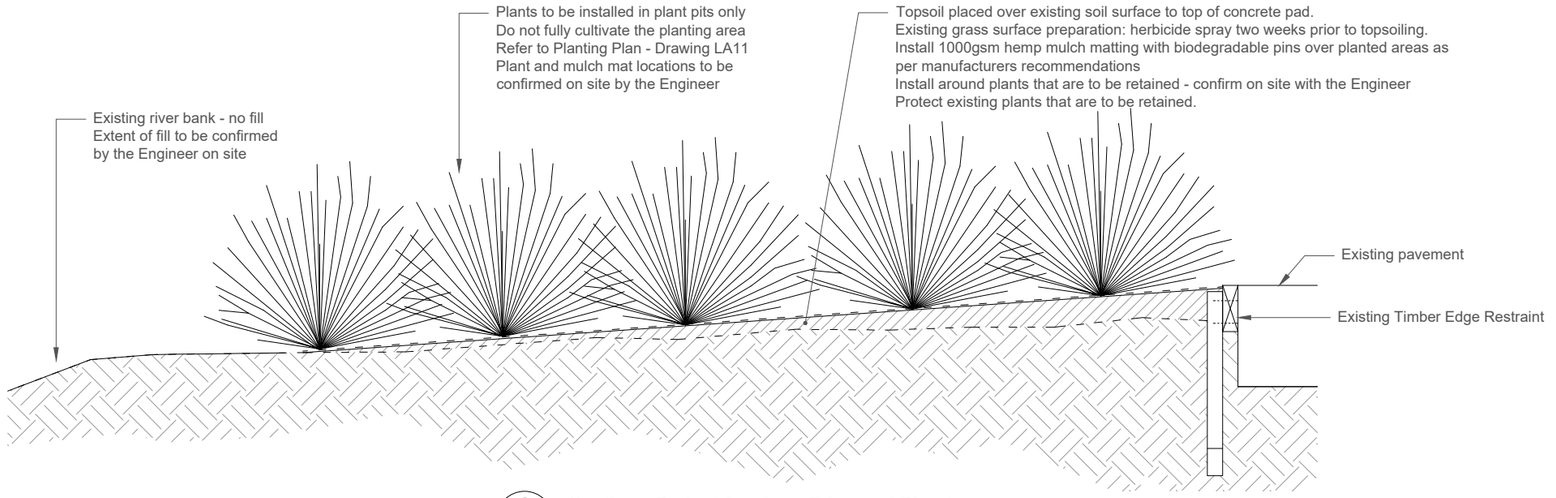
ISSUE	TENDER
SHEET	11 OF 12
SCALE	1:200 @ A3
DATE	22 JULY 2026

DRAWING LA11
REV 0

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1 / * Section - Tree Installation
Scale = 1:20 @ A3



2 / * Section - Pedestrian Area Edge and Planting
Scale = 1:20 @ A3

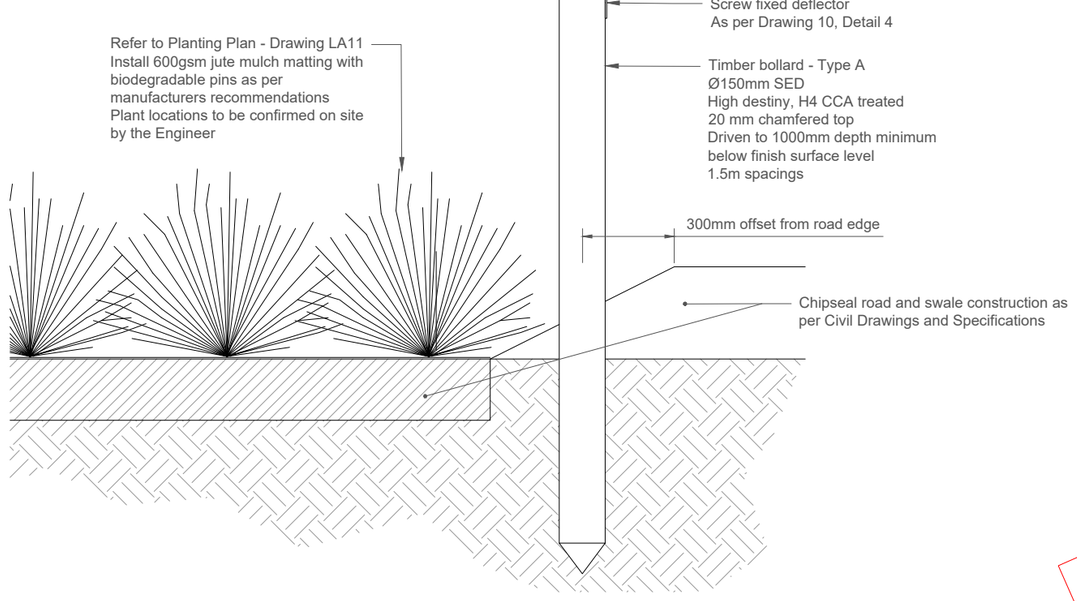
NOTES:
TREE PITS (DETAIL 1) HAVE ALREADY BEEN INSTALLED

CONTRACTOR TO UNDERTAKE SERVICES LOCATION BEFORE ANY PHYSICAL WORKS COMMENCE.

PLANT ARRANGEMENTS ARE SUBJECT TO MINOR CHANGE FOLLOWING ONSITE ADJUSTMENT BY THE ENGINEER TO CONTRACT.

EXISTING LANDSCAPE, TREES AND FEATURES TO BE PROTECTED FROM ANY DAMAGE DURING CONSTRUCTION.

ALL WORKS TO BE DONE IN ACCORDANCE WITH THE SPECIFIED GROUND CONTAMINATION SITE MANAGEMENT PLAN. IN THE UNLIKELY EVENT THAT SUSPECTED CONTAMINATION IS FOUND, THE ENGINEER TO CONTRACT IS TO BE NOTIFIED IMMEDIATELY.



3 / * Section - Swale Edge and Planting
Scale = 1:20 @ A3

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MURPHY PARK REDEVELOPMENT - STAGE 2
CONTRACT 202585
PLANTING DETAILS

CLIENT
WAIMAKARIRI DISTRICT COUNCIL

ISSUE	TENDER
SHEET	12 OF 12
SCALE	1:20 @ A3
DATE	22 JULY 2026

DRAWING LA12
REV 0

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WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	RES-35-07/260709164962
REPORT TO:	Council
DATE OF MEETING:	4 August 2026
AUTHOR(S):	Bex Dollery, Biodiversity Team Leader
SUBJECT:	Waimakariri Natural Environment Strategy 2026: Year 2 Update
ENDORSED BY: (for Reports to Council, Committees or Boards)	General Manager / Chief Executive

1. SUMMARY

1.1. The purpose of this report is to update Council on the trajectory of works directed by the Waimakariri Natural Environment Strategy (WNES) in the second year of implementation (2025-2026) and seek approval for the projects proposed for the third year of implementation (2026-2027).

1.2. The Waimakariri Natural Environment Strategy is the 30-year strategy, aimed at protecting and enhancing the Waimakariri District's natural ecosystems. The strategy was adopted in 2024 through the Long-Term Plan process.

1.3. Alongside the strategy, a 10-year implementation plan was created to direct staff resource and collaboration enabling the realisation of the strategy aims. In year 2, it was established that there were 84 actions to be commenced.

1.4. The results for the second year are an improvement on the first, partly due to familiarisation of the strategy across the organisation and work already underway, and an increased capacity in the wider Greenspace team. A total of 83% of actions (up from 67%) are anticipated to be achieved on target. There are still some items which have been on hold (4% compared to 9% in the first year). These amount to 3 actions which will commence in 2026.

1.5. The budget allocated to the WNES in 2025-2026 was $243,020 as shown in the WNES update report (attachment i). The financial information for this period is currently being calculated but expenditure is anticipated to be approximately $183,806, an underspend of circa $59,214 (Table 1). The shortfall is explained by the ongoing work for the Revells Road management plan development circa. $42,289 (but all allocated), the ongoing work to form a collaborative partnership with mana whenua relating to Mātauranga Māori, and the addition of five other minor underspends <$5,000).

Table 1. Summary budget information from the 2025 – 2026 period (Year 3)

WNES Financials	Budget	Comment
2025-2026 Total Budget	$243,020	As set out in attachment i
2025-2026 anticipated spend	$183,806	As set out in attachment i
2025-2026 Committed	$51,730	Includes $42,289 for Revells Road development and other minor underspends.
2025-2026 Remaining	$7,484	Includes an adjustment for overspends and the $5,110 allocated for partnership funding.
2026-2027 Budget	$278,680	Forecasted budget provided for in LTP

1.6. There are many highlights from the second year of implementation, and the third year programme is anticipated to build on achievements and gain further resilience for the District in multiple community areas. The 2026-2027 programme can be seen in attachment i.

Attachments:

i. Waimakariri Natural Environment Strategy Update Report July 2026 (TRIM: 260706161568).

2. RECOMMENDATION

THAT the Council:

(a) **Receives** Report No. 260709164962.

(b) **Approves** the projected 2026-2027 work programme in the Waimakariri Natural Environment Strategy Implementation Plan.

(c) **Notes** the progress of the 84 actions to date with a total of 83 actions to continue with ongoing work in 2026-2027.

(d) **Notes** that the report will be circulated with each Waimakariri District Council Community Board.

(e) **Notes** that during the 2025-2026 financial year the total budget was $243,020 with an anticipated $183,806 spend, $51,730 committed to projects and c. $7,484 remaining.

(f) **Notes** that the 2026-2027 budget has $278,680 allocated through the Long Term Plan.

(g) **Notes** that the Waimakariri Natural Environment Strategy Implementation Plan is being reviewed ahead of the 2027 Long Term Plan which will be the subject of another report in September 2026.

3. BACKGROUND

3.1. In 2018, staff identified a need for an ecologist within the Greenspace Unit with a further resource added in 2022. This was a step towards creating a Biodiversity Team that is now working to implement the Waimakariri Natural Environment Strategy.

3.2. In 2024, the Waimakariri District Council approved the Waimakariri Natural Environment Strategy (WNES). The WNES is a 30-year strategy aimed at protecting and enhancing the natural values of the District. Alongside the strategy document was an Implementation Plan (WNES IP) which spans 30 years and includes 124 actions to be completed within 10 years. It was adopted through the 2024 Long Term Plan process with the first year of implementation beginning in 2024-2025.

3.3. The vision of the strategy is: “Our healthy and resilient natural environment sustains our ecosystems, our communities and our future”. The actions were divided between the four strategic directions of Prioritise Nature; Connect People and Nature; Improve our Knowledge; and Sustain and Create Resilient Ecosystems.

3.4. The first year of implementation outlined 85 actions to be commenced. Following that period it was anticipated that there would be 79 actions for the second year of implementation (2025-2026). Upon further consideration, with the majority of actions being deemed important for the lifetime of the strategy, 84 actions were allocated to the second year of implementation.

4. KEY ISSUES

4.1. Of the 84 actions scheduled to begin in 2025-2026, 83% were completed or anticipated to be achieved within the 3 year period. This is an improvement on 2024-2025 which saw only 67% on target. A further 13% of actions had commenced work but required more work to ensure the action was completed on time. This was an improvement from 2024-2025 which had 24% requiring more work. Finally, 4% were on-hold for a number of reasons but anticipated that work would begin in 2026-2027. In 2024-2025, the number of on-hold actions amounted to 9% (Figure 1). A description of the status of actions as determined by the strategic direction is provided below.

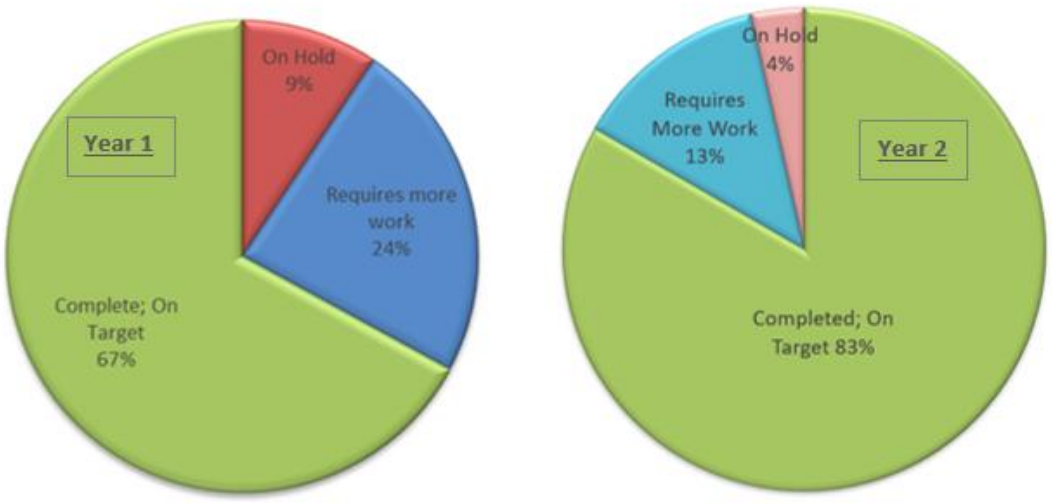


Figure 1. Status of WNES actions at the end of the first year (2024-2025) and the second year (2025-2026).

Prioritising Nature

4.2. This strategic direction aims to direct in-house Council effort to ensure the natural environment is valued as critical infrastructure. There were 15 actions to be undertaken in 2025-2026. Of these, 12 were on target to be completed or maintained in good health, 2 required ongoing work to be achieved, and 1 had been placed on hold. The three actions which required more work are due to begin in 2026-2027 and relate to work surrounding the ecological monitoring and reporting for parks, reserves and wetlands, and the cross-Council project to update the Engineering Code of Practice document.

4.3. Highlights of the work which has been undertaken under this strategic direction include the increased collaboration between Council departments regarding the natural environment, and staff's work on various district and region wide policies. The WNES has been inserted in the Council reporting process as a strategy to consider, which means all staff must be aware of the work and implement it, or outline why reports are not consistent.

Connecting People and Nature

4.4. This strategic direction aims to ensure the natural environment is visible, appreciated and understood, allowing for the benefits of physical and mental health for our communities. There were 21 actions to be undertaken in 2025-2026. Of these, 18 had been completed or anticipated to be achieved and maintained, 2 required ongoing work and 1 had been placed on hold.

4.5. The actions on hold or requiring more work relate to the gathering of more data to fully establish ecological and biodiversity targets for Council reserves, establishing a webpage that highlights the ecology of the District and provides useful information, and the development of a collaborative partnership with mana whenua. Work is ongoing and it is anticipated that these will be achieved and maintained during the 2026-2027 period.

4.6. Highlights from this strategic direction include the Welcome the Birds event which was held at Waikuku Beach community hall and included collaboration from many community groups and other organisations. These groups included the Ashley Rakahuri Rivercare Group, Waimakariri Biodiversity Trust, Enviroschools, Department of Conservation, Environment Canterbury and Pest Free Waimakariri. There were many other events held around the district and Waimakariri Libraries also supported many environment focussed events and activities.

Improve Our Knowledge

4.7. This strategic direction aims to appreciate, support and integrate all types of knowledge into Council work to ensure that Council has appropriate information, and methods and practices are consistent with the most up-to-date knowledge/science. There were 13 actions to be undertaken in 2025-2026.

Of these, 11 had been completed or were achieved and being maintained, whilst a further 3 required more work.

4.8. The actions requiring more work include the partnering with mana whenua, assessing the nature and extent of the District's urban tree cover, and working with Environment Canterbury to establish ecosystem health indicators. All these actions are being worked through and anticipated to be in good health by 2027.

4.9. One of the major highlights from this strategic direction was the project which outlined the cover of structural vegetation (>0.5 m) across the urban centres. This has been a useful baseline on which to refer to when making decisions on planting locations and street trees. Other highlights have been the work with the two main Canterbury universities, looking into restoration success, particularly in areas which have challenging soil conditions.

Sustain and Create Resilient Ecosystems

4.10. This strategic direction aims to protect, manage and maintain our remnant ecosystems, and to seek and create opportunities to restore the natural environment. There were 34 actions to be undertaken in 2025-2026. Of these, 29 had been completed or were on target to be completed, 4 required ongoing work, and 1 had been placed on hold.

4.11. The actions requiring more work relate to relationship building and advocacy around significant natural areas and the Ashley Rakahuri River. This is ongoing for the lifetime of the strategy to ensure proper conservation of these important areas (as directed by the Resource Management Act, 1991). The action on hold and another requiring more work relate to ongoing but slow work to increase the indigenous planting within the urban areas and the development of management plans for recreation and ecological linkage reserves. This work has begun and will continue into 2026-2027.

4.12. There are many highlights from the 2025-2026 year which include numerous plantings in reserve areas, maintenance of natural reserves, support for advisory groups and landowners, and the development of a programme to offer annual support for Significant Natural Area (SNA) landowners who have voluntarily entered into the scheme and had their remnants mapped within the Waimakariri District Plan.

Financial Information and 2026-2027 Work Programme

4.13. The exact financial information for the 2025-2026 financial period is currently being calculated. Using the best available data, it is expected that there was an underspend in 2025-2026 of circa $59K. This is largely attributed to the work to create a reserve management plan for the Revells Road project being delayed. The underspend was circa $42K but all this is allocated to ongoing works (management plan and hydraulic investigation works) anticipated to be complete in 2026. A further $5,110 underspend was attributed to the partnership with mana whenua to share environmental information. This is currently being scoped with Whitiora Centre Ltd.

4.14. The work programme for the next financial year is very similar to the past 2 years of implementation. There has been some scope to include reserves which do not always gain high support and the available funding is $278,680 (Table 2).

Table 2. Proposed schedule and funding for the 2026-2027 period (Year 3)

WNES Implementation Plan Action	Funding Allocated	Proposed Projects
1.2.1.2 - Increase Council biodiversity capability and capacity	$52,740	Allocated to renumeration.
2.1.2.1 - Develop educational/resource material to fill information gaps, for example, improving natural stormwater and drainage ecosystems and practices, and the impacts of pests and weeds on indigenous ecosystems (ABS)	$5,270	Allocated to provision of resources.

WNES Implementation Plan Action	Funding Allocated	Proposed Projects
2.1.2.2 - Run community educational and connection events, including fun learning and activation programmes, and those that empower students and support student-led action (ABS).	$5,270	Welcome the Birds ($1K), Planting days ($1.5K), Environmental Awards ($1K) Supporting other organisations with resources ($1.7K)
2.1.3.6 - Provide operational funding for the Waimakariri Biodiversity Trust to lead, promote and advocate for environmental protection, restoration and revegetation	$10,550	Allocated to the Waimakariri Biodiversity Trust.
2.1.3.7 - Provide a Waimakariri District community groups contestable fund to support the implementation of Natural Environment Strategy objectives and actions.	$10,550	Allocated to the fund for organisations through a contestable fund.
2.1.3.8 - Support MainPower's Waimakariri community biodiversity fund.	$5,270	Allocated to the fund administered by the Waimakariri Biodiversity Trust.
2.1.4.3 - Provide interpretation in Council reserves and streetscapes	$5,280	Elm Green ($1K), Natural Reserve upgrades, for example requirements in Matawai Park, Mandeville Cemetery, and wider Kaiapoi Lakes ($4K)
3.2.1.3 - Participate in relevant research by other organisations	$10,550	Restoration efforts in raw soils which experience drought ((full budget)
3.2.1.6 - Partner with Ngāi Tūāhuriri Rūnanga, and other tangata whenua as appropriate, to obtain advice/upskill on how to integrate Mātauranga Māori within conservation and restoration projects (ABS, NPSIB).	$5,270	Being scoped with Whitiora Centre Limited.
3.2.1.11 - Research best practice pest and weed control and restoration practices	$3,170	Practical experience and trials administered by Senior Ranger and Ecologist-Biodiversity.
4.1.3.2 - Promote the 'urban wild' concept	$5,270	Blake Street ($1K), biodiversity enhancement examples in urban areas, e.g. lizard lounge in Northbrook Wetlands ($4K)
4.2.1.6 - Investigate the development of a flagship park or sanctuary, for example, the creation of an ecotourist park	$82,460	Development of Revells Road land purchase.
4.2.2.3 - Develop the north-eastern side of Whites Road Reserve	$21,110	All allocated to Whites Road Reserve for plantings, habitat enhancement and infrastructure.
4.2.3.1 - Use a range of management methods to increase the natural values of the Council's reserve portfolio.	$15,820	Mandeville Cemetery ground penetrating radar and planting ($4k), West Eyreton Pit planting ($3k), weed work and enhancements across natural reserves ($8K)
4.2.3.4 - Plant suitable plant species to provide natural transitions from modified natural park environments to river / coastal environments	$10,560	Waikuku beach carpark ($5K), Elm Green play space $5K)
4.2.3.3 - Develop additional secondary growth ecosystems as required at natural reserves, to provide enhanced habitat value and encourage a wider natural variety of flora and fauna species	$8,450	Woodend beach ($5K), other areas such as Matawai Park and Ashley Gorge ($3.5k)
4.2.4.2 - Develop urban tree canopy targets and implement. TOTAl	$21,090 $278,680	Allocated to new tree pits collaboration with Project Delivery Unit projects

5. OPTIONS

5.1. Options available to Council are to:

5.1.1. **Approve the scheduled work programme for 2026-2027**. This is the recommended option by staff as the work programme reflects current projects with scope to pivot and direct resources to other projects if necessary due to delays or similar.

5.1.2. **Decline the scheduled work programme for 2026-2027**. This option is not recommended by staff. The programme has benefits, outlined above, and to decline would potentially cause delays to ongoing projects.

5.1.3. **Decline and ask for further information**. This option is not recommended by staff as the projects have been carefully considered with some projects being multi-year projects. Delays could put pressure on projects.

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

6. STRATEGIC ALIGNMENT AND COMMUNITY VIEWS

Mana Whenua Engagement

6.1. The subject matter and/or recommendations contained within this report are likely to be of interest to mana whenua. As such, Council staff are working with Whitiora Centre Limited, as key advisors to Te Ngāi Tūāhuriri Rūnanga, to determine whether and/or how they wish to be involved in important projects. Council staff will include views, advice and/or contributions from mana whenua in appropriate

Groups, Organisations and the Wider Community

6.2. There are groups, organisations, or members of the wider community likely to be affected by, or to have an interest in, the subject matter of this report. Many environmental groups across the District will benefit from the funding allocated to contestable funds and the support provided by Council staff.

Implications for Community Wellbeing

6.3. There are implications on community wellbeing by the issues and options that are the subject matter of this report. Community wellbeing is a strategic pillar of the WNES, connecting people and nature. The recommendations in this report directly relate to the health and enhancement of the natural environment and therefore has direct links to wider community physical, mental and social wellbeing.

Community Outcomes and Strategic Priorities

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

Social	Cultural
A place where everyone can have a sense of belonging… • Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation. • Council commits to promoting health and wellbeing and minimising the risk of social harm to its communities. • Our community groups are sustainable and able to get the support they need to succeed. • Our community has access to the knowledge and skills needed to participate fully in society and to exercise choice about how to live their lives. • People are able to enjoy meaningful relationships with others in their families, whanau, communities, iwi and workplaces. • Our community has equitable access to the essential infrastructure and services required to support community wellbeing.	**...where our people are enabled to thrive and give creative expression to their identity and heritage…** • Public spaces express our cultural identities and help to foster an inclusive society. • The distinctive character of our takiwā/ district, arts and heritage are preserved and enhanced. • All members of our community are able to engage in arts, culture and heritage events and activities as participants, consumers, creators or providers. • Waimakariri's diversity is freely expressed, respected and valued. • There is an environment that supports creativity and innovation for all. • Local arts, culture and heritage are able to make a growing contribution to the community and economy.
Environmental	**Economic**
…that values and restores our environment… • People are supported to participate in improving the health and sustainability of our environment. • Land use is sustainable; biodiversity is protected and restored.	**…and is supported by a resilient and innovative economy.** • Our district recognises the value of both paid and unpaid work. • Infrastructure and services are sustainable, resilient, and affordable

• Our district is resilient and able to quickly respond to and recover from natural disasters and the effects of climate change. • Our district transitions towards a reduced carbon and waste district. • The natural and built environment in which people live is clean, healthy and safe. • Our communities are able to access and enjoy natural areas and public spaces.	• Our district readily adapts to innovation and emerging technologies that support its transition to a circular economy. • There are sufficient skills and education opportunities available to support the economy.

6.5. The Council's Strategic Priorities are relevant to the actions arising from recommendations in this report.

- Protect and enhance the resilience of our natural and built environment - Respond to the challenges posed by climate change by building resilient infrastructure, managing adaptation, and minimising council's carbon emissions.
- Enhance community wellbeing, safety, inclusivity and connectedness - Waimakariri District is a high growth area with an increasingly diverse population. We want to build a wellbeing centred community where all feel safe and welcome; are accepted and connected.
- Advance an integrated and accessible transport network - Improve transportation options across the district by working to reduce congestion, providing alternative transport options, and ensuring the choices cater to a range of accessibility needs.
- Embrace partnership with Ngāi Tūāhuriri - Pursue a meaningful, open and trusting relationship based on the principles of Te Tiriti with Ngāi Tūāhuriri.

7. OTHER IMPLICATIONS AND RISK MANAGEMENT

Financial Implications

7.1. There are financial implications for the decisions sought by this report.

7.2. Funding is currently provided within the Long-Term Plan and outlined in Table 3. Funds have been proposed to be allocated to ongoing and new projects of importance in order to realise the aims of the WNES.

Table 3. Summary budget information from prior 2025-2026 period and the current 2026-2027 period

WNES Financials	Budget	Comment
2025-2026 Total Budget	$243,020	As set out in attachment i
2025-2026 anticipated spend	$183,806	As set out in attachment i
2025-2026 Committed	$51,730	Includes $42,289 for Revells Road development and other minor underspends.
2025-2026 Remaining	$7,484	Includes an adjustment for overspends and the $5,110 allocated for partnership funding.
2026-2027	$278,680	Allocated as per Table 2

Community Resilience and Sustainability

7.3. The recommendations in this report do have sustainability and/or climate change impacts and are consistent with Council policy and national legislation.

7.4. The WNES is already achieving positive impacts for sustainability and/or climate change impacts through the numerous actions which provide protection and enhancement of biodiversity, ecosystem services and the human connection to nature. The strategy is perhaps one of the most aligned tools that Waimakariri District Council has to improve climate change impacts across our district and educate our community, supporting climate change collaborative work and community resilience.

Risk Management

7.5. There are risks arising from declining adoption/implementation of the recommendations in this report.

7.6. Should the scheduled work programme be declined or more information sought, there is a risk that ongoing projects will be delayed. This would impact resourcing, staff allocation and budgets.

Health and Safety

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

8. CONTEXT

Consistency with Policy

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

8.2. The report has relevance for:

8.2.1. Waimakariri District Plan (2023) – ECO Chapter which aims to protect, manage and maintain areas of ecological importance.

8.2.2. Aotearoa Biodiversity Strategy (2020)

8.2.3. O Mana o Te Wai (2020)

8.2.4. Canterbury Biodiversity Strategy (2009)

Authorising Legislation

8.3. The WNES is authorised under the Local Government Act (2020) whereby in section 10(1)(b) it requires Council to promote the social, economic, environmental and cultural well-being of communities in the present and for the future. Other relevant legislation includes:

8.3.1. Resource Management Act — 1991

8.3.2. Natural Environment Bill — 2025 (proposed)

8.3.3. Conservation Act (and Conservation Bill Amendment)— 1987

8.3.4. Wildlife Act — 1953

8.3.5. Reserves Act — 1977

8.3.6. National Parks Act — 1980

8.3.7. Fisheries Act — 1996

8.3.8. Biosecurity Act — 1993

8.3.9. Hazardous Substances and New Organisms Act — 1996

8.3.10. Climate Change Response Act — 2002 (amended 2019)

8.3.11. Environment Act — 1986

8.3.12. Forests Act — 1949

8.3.13. Crown Pastoral Land Act — 1998

8.3.14. Trade in Endangered Species Act — 1989

8.3.15. New Zealand Coastal Policy Statement — 2010 (as amended)

8.3.16. National Policy Statement for Freshwater Management — 2020 (as amended)

8.3.17. National Policy Statement for Indigenous Biodiversity — 2023 (as amended)

8.3.18. National Policy Statement for Highly Productive Land — 2022 (as signalled amendment)

8.3.19. National Policy Statement for Natural Hazards — 2025

Authorising Delegations

8.4. The Council has the delegation to approve and accept the recommendations in this report.

2025/2026 Update Report

Waimakariri Natural Environment Strategy

Prepared by Waimakariri District Council
July 2026



Prepared by: Dr Bex Dollery Biodiversity Team Leader

Reviewed by: Veronica Spittal Principal Policy Analyst

Approved by: Chris Brown Community and Recreation Manager

on behalf of Greenspace Unit, Waimakariri District Council

Published:

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Version Number	Prepared By	Comments	Date
1	Dr Bex Dollery	Submitted for review.	9 July 2026
2.	Dr Bex Dollery	Submitted for 2nd Review	17 July 2026

1. Executive Summary

The Waimakariri Natural Environment Strategy was adopted through the Long-Term Plan process in 2024. The strategy covered a 30-year period setting out strategic directions for Council and a number of actions to be implemented over a 10-year period. These included four pillars of focus aiming to protect, sustain and enhance natural environment values for the District through practical application, nurturing a connection to natural values, facilitating research to ground truth assumptions and backfill any knowledge gaps, and ensuring that in-house Council processes considered nature and promoted natural solutions.

During the second year of implementation, there were 84 actions to be commenced and these were divided between the four strategic directions of Prioritise Nature; Connect People and Nature; Improve our Knowledge; and Sustain and Create Resilient Ecosystems. The majority of these actions require sustained effort and resource throughout the 10-year period.

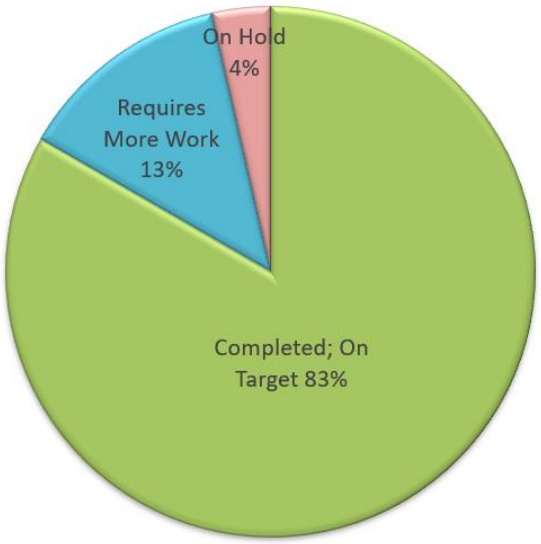


Figure 1. Of the 84 actions outlined to begin in 2025-2065, 96% have begun and 4% are on hold. A total of 83% are completed or anticipated to be achieved and 13% require more work.

Over 90% of actions have commenced (figure 1). Close to 90% are in good health to be achieved or completed within the 3 year allocated time frame. This is an improvement on the first year which saw only 67% in this category. A small proportion of actions (4%) have been on-hold, compared to 9% during the first year which was hamstrung by a vacant position within the Biodiversity Team which has now been filled. However, there has been a minor impact on capacity due to staff turnover in 2026.

There have been many highlights during the second year of implementation across all four pillars of the strategy. These include significant ecological restoration works; supporting communities to actively participate in species conservation; delivering education and advocacy initiatives; increasing organisational knowledge and sharing information with the wider community; and strengthening collaboration across departments to deliver infrastructure projects grounded in nature-based solutions and nature-positive outcomes.

A particularly notable achievement has been the growing integration of biodiversity considerations into decision-making across the organisation. This increased organisational awareness and commitment to nature is a success not only for the Council, but also for the communities that benefit from the practical application of these principles in projects and services delivered on the ground.

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2. Introduction

The Waimakariri Natural Environment Strategy is a 30-year strategy aimed at protecting and enhancing the natural values of the District in order to support environmental, cultural, social and economic wellbeing (Figure 2). The strategy was adopted through the 2024 Long-term Plan process with the first year of implementation beginning in 2024-2025.

The implementation plan spans 10 years outlining actions to be undertaken to fulfil the overall strategy vision. In total, there are 124 actions to be completed during the 10-year period. In order to assess the effectiveness of plan implementation, progress made on actions is reported annually, outlining the achievements and barriers to success and planned projects for the next financial year. The information from the updates, combined with incoming data and advances in technologies, methods, and trends, are to be assessed every three years to refine the overall strategy and related actions, thereby ensuring the implementation plan is dynamic and based on the most current information.

This report presents the analysis and update of the actions planned for delivery during 2025-2026, the second year of implementation. It also describes the planned work programme for the third year of implementation, 2026-2027.

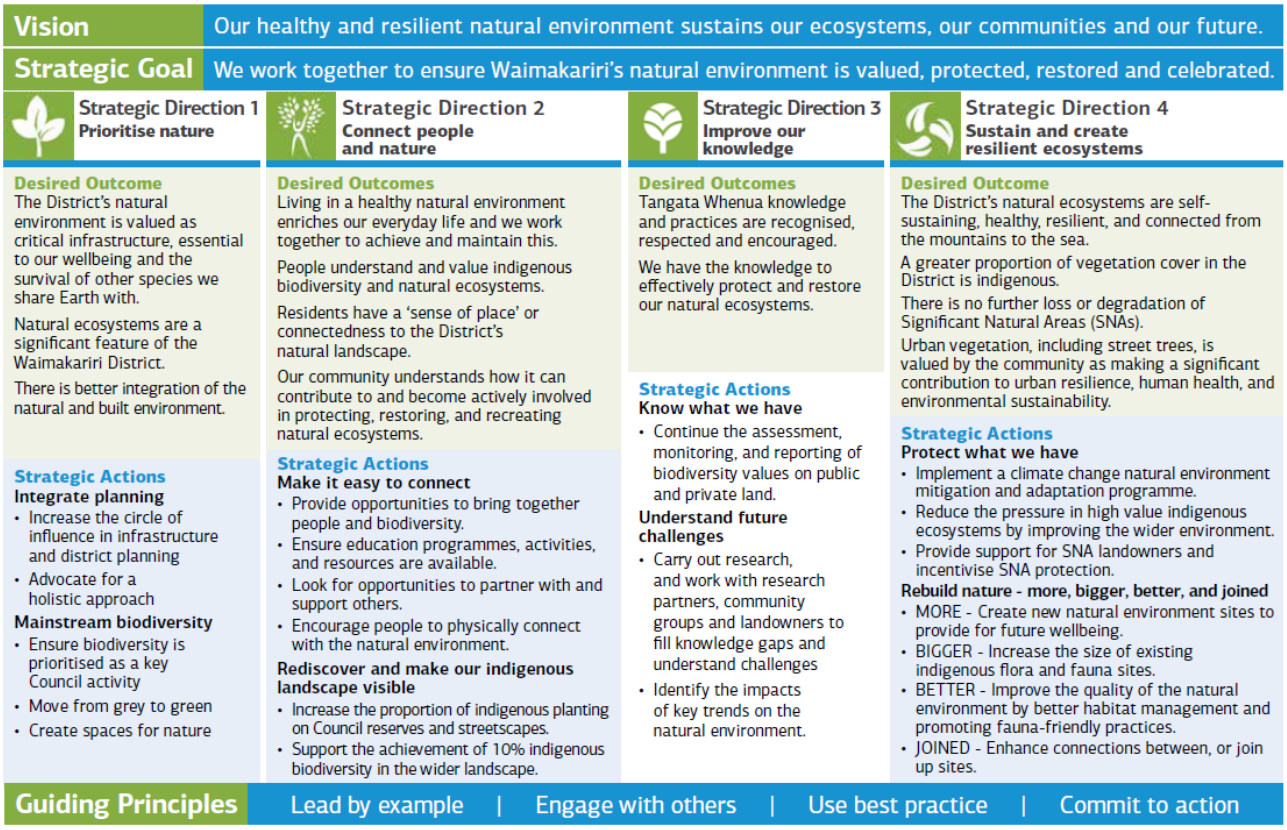
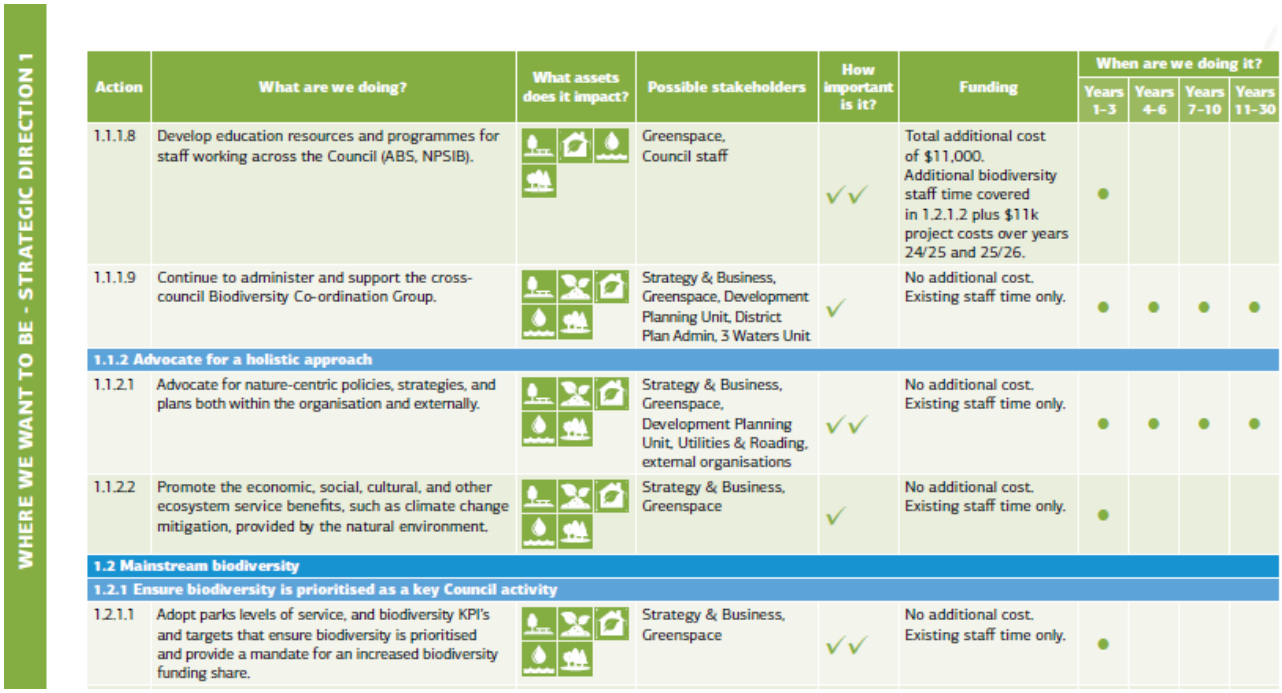


Figure 2. The "plan on a page" presenting the vision, objectives and desired outcomes from the Waimakariri Natural Environment Strategy.

3. Year 2 Actions

As shown in the Implementation Plan, the actions are assigned to occur in years 1-3, 4-7, 8-10 and 11-30 (Plate 1). However, the detailed work plan scheduled work in finer detail, documenting actions to occur each year. The first year of implementation outlined 85 actions to be commenced. A total of 64 actions were ongoing actions to be completed every year throughout the 10-year period and beyond. There were 19 actions to be completed in years 1-3 and 2 actions to be completed years 1- 6 (Table 1).



WHERE WE WANT TO BE - STRATEGIC DIRECTION 1

Action	What are we doing?	What assets does it impact?	Possible stakeholders	How important is it?	Funding	When are we doing it? Years 1-3	Years 4-6	Years 7-10	Years 11-30
1.1.1.8	Develop education resources and programmes for staff working across the Council (ABS, NPSIB).		Greenspace, Council staff	✓✓	Total additional cost of $11,000. Additional biodiversity staff time covered in 1.2.1.2 plus $11k project costs over years 24/25 and 25/26.	●			
1.1.1.9	Continue to administer and support the cross-council Biodiversity Co-ordination Group.		Strategy & Business, Greenspace, Development Planning Unit, District Plan Admin, 3 Waters Unit	✓	No additional cost. Existing staff time only.	●	●	●	●
1.1.2 Advocate for a holistic approach									
1.1.2.1	Advocate for nature-centric policies, strategies, and plans both within the organisation and externally.		Strategy & Business, Greenspace, Development Planning Unit, Utilities & Roading, external organisations	✓✓	No additional cost. Existing staff time only.	●	●	●	●
1.1.2.2	Promote the economic, social, cultural, and other ecosystem service benefits, such as climate change mitigation, provided by the natural environment.		Strategy & Business, Greenspace	✓	No additional cost. Existing staff time only.	●			
1.2 Mainstream biodiversity									
1.2.1 Ensure biodiversity is prioritised as a key Council activity									
1.2.1.1	Adopt parks levels of service, and biodiversity KPI's and targets that ensure biodiversity is prioritised and provide a mandate for an increased biodiversity funding share.		Strategy & Business, Greenspace	✓✓	No additional cost. Existing staff time only.	●			

Plate 1. Extract from the Waimakariri Natural Environment Implementation Plan

The actions were divided into the four strategic directions of Prioritise Nature; Connect People and Nature; Improve our Knowledge; and Sustain and create resilient ecosystems. A description of these actions can be found in the strategic direction breakdown below.

Table 1. Number of actions divided between the strategic directions

Strategic direction	Years 1-3	Years 1-7	Years 1 - 10	TOTAL
Prioritise Nature	5		11	**16**
Connect People and Nature	4		17	**21**
Improve our Knowledge	4		10	**14**
Sustain and create resilient ecosystems	6	2	26	**34**
Total	**19**	**2**	**64**	**85**

The more detailed work plan had identified 67 actions to be completed in 2025-2026. However, when reviewing progress made in the first year, this was increased to 79 actions with some actions requiring ongoing attention across the lifespan of the strategy and some uncompleted projects carried over from year 1. This number and the individual actions were further reviewed in 2025 and it was agreed that some actions not scheduled for the second year should be ongoing. Therefore, the number of actions in 2025-2026 amounted to 84 (all actions earmarked for years 1-3, minus the action to increase capacity which was completed in 2024-2025).

3.1. Progress on Actions Overall

Staff across Council have contributed to the delivery of the 84 actions scheduled to commence during the second year of the adoption of the Natural Environment Strategy. In 2024-2025 (the first year), over 90% of the actions had progressed with almost 70% of actions in good health to be achieved, around a quarter requiring more work and the remaining 9% being on hold. In the second year of implementation, over 90% of the actions are progressing with over 80% of these are in good health to be achieved. Only 13% require further works to be progressed and the remaining 4% are on hold for a number of reasons discussed in sections 4-7 below (Figure 3).

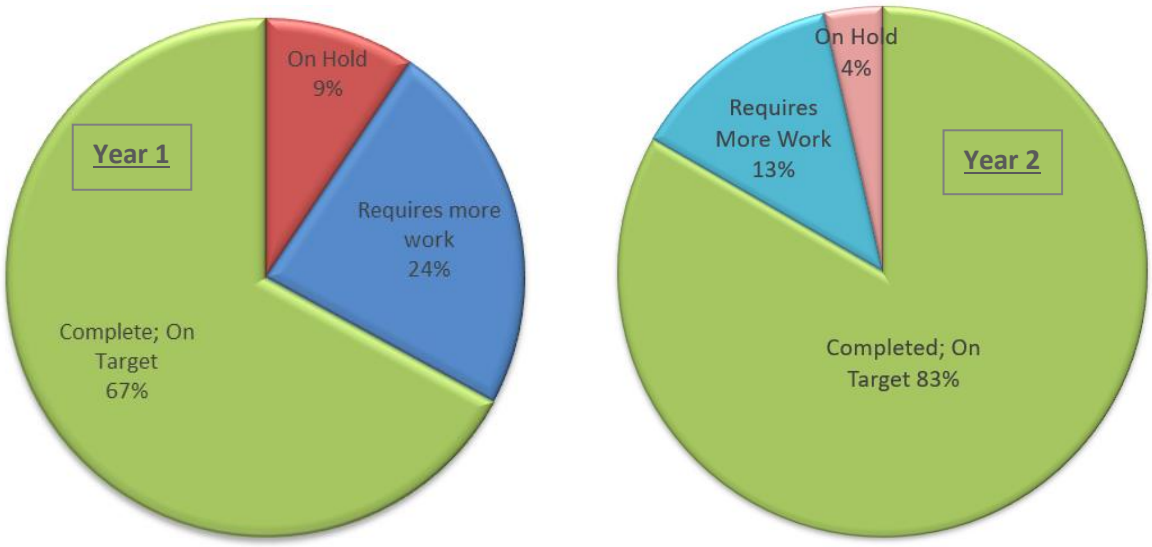


Figure 3. Progress of actions in the first year of implementation (2024-2025, left) and during the second year (2025-2026, right).

4. Strategic Direction 1 - Prioritise Nature

There were 15 actions within the Prioritise Nature strategic direction for the 2025-2026 period. Of these, 80% of actions are either completed or expected to be achieved on target (Figure 4). A further 13% require additional work to achieve completion and 7% are on hold. Actions which are in good health to be achieved or completed include those which relate to legislative requirements, input into strategies and policies and cross-departmental collaboration.

The replacement ecologist was employed by Council in July 2025 to increase both capacity and capability with training planned to ensure professional development was being realised. However, the length of the process to on-board additional staff led to a personnel deficit to complete all scheduled actions. This is one of the major causes of some actions being placed "on-hold". In addition, there were process, job role and reporting changes for the wider team due to the re-structure to the Greenspace Department. This continues to enable increased efficiency and direction within the department but it has taken time for the new structure to be realised.

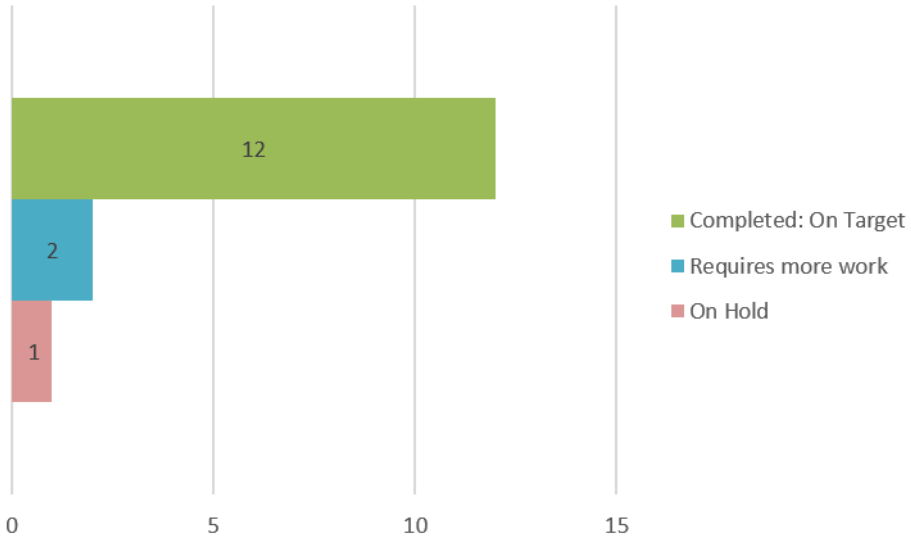


Figure 4. There are 15 actions designated for 2025-2026 within the Prioritise Nature strategic direction with 12 being on target to be achieved, 2 requiring more work and 1 being on hold.

Two actions are on hold include:

- 1.1.1.6 - The review and implementation of the Council's Engineering Code of Practice to ensure biodiversity is prioritised as critical infrastructure. Work has begun on this in the Utilities and Roading Department which has worked alongside the wider Greenspace Unit but there is logistical work required to ensure that all updates within the document are integrated across Council functions and processes. This work is programmed for 2026-2027.

Two items which are ongoing but require further work to ensure they reach a satisfactory level of input include:

- 1.2.1.1 - Adopt parks levels of service, and biodiversity KPI's and targets that ensure biodiversity is prioritised and provide a mandate for an increased biodiversity funding share. Parks levels of service have been adopted but further data gathering, target setting and implementation is required. This is likely to be an action which spans the lifetime of the strategy.

- 1.2.3.1 - Prioritise the protection of existing wetlands over other proposed land uses (ERP, EWC). The Plan Implementation Unit, Water Services Unit and Greenspace Unit have been driving forward in this space, particularly with regard to the use and development of land which includes wetlands. However, this is likely to require sustained work throughout the lifetime of the strategy.

4.1. Strategic Direction Highlights:

In 2025-2026, there have been multiple signals from central government around changes to legislation (particularly resource management and associated national instruments) and local government reform. This has necessitated, and continues to require, cross department collaboration including the writing of several submissions with limited timeframes, highlighting the potential adverse and beneficial impacts to our natural environment.

Further strengthening the in-house collaboration, the Biodiversity Team has delivered a talk to the Utilities and Roading Unit explaining the legislative requirement for survey, mitigation and compensation in the ecological space for a range of projects. This has led to the development of project checklists ensuring that ecological matters are attended to, or considered at the inception of projects rather than creating delays further down the line.

The Plan Implementation Unit continue to work closely with Greenspace and the Water Environment Advisor to ensure that any request for land use change has appropriate impact assessment, mitigation and compensation in place for the natural environment. Resource consent applications are sent to the Design and Planning and Biodiversity Teams for review and staff work together to ensure due diligence and find pragmatic but sound solutions. The first uptake of the bonus lot condition offered as part of the Partially Operative District Plan occurred in 2026. This provides landowners of significant natural areas the opportunity to obtain additional benefits in exchange for greater protection and management of high biodiversity value areas.

Finally, all reports written within Council now must consider whether the subject is consistent with the Waimakariri Natural Environment Strategy and any climate change strategies (Plate 2). This small addition has significant impacts meaning that all staff must be aware of these strategies and take them into account or explain any inconsistencies.



Plate 2. Clauses in the new report template prompt staff to consider climate change and WNES documents.

5. Strategic Direction 2 - Connecting People and Nature

There were 21 actions within the Connecting People and Nature strategic direction for the 2025-2026 period. Of these 86% actions are either completed or in good health, to be achieved on target (Figure 5). A further 10% have begun but require more work to be completed on target and 5% are on hold.

Actions which are completed or expected to be completed include supporting education and events local residents, advisory groups and community groups who deliver programmes, supporting connection to nature by the use of environmental interpretation, supporting nature action funds, and access for residents to gain ecological advice and support. One action (2.1.3.9 – Partner with the Department of Conservation to provide a toilet/ carpark on the Mount Oxford Coopers Creek access track) has now been completed.

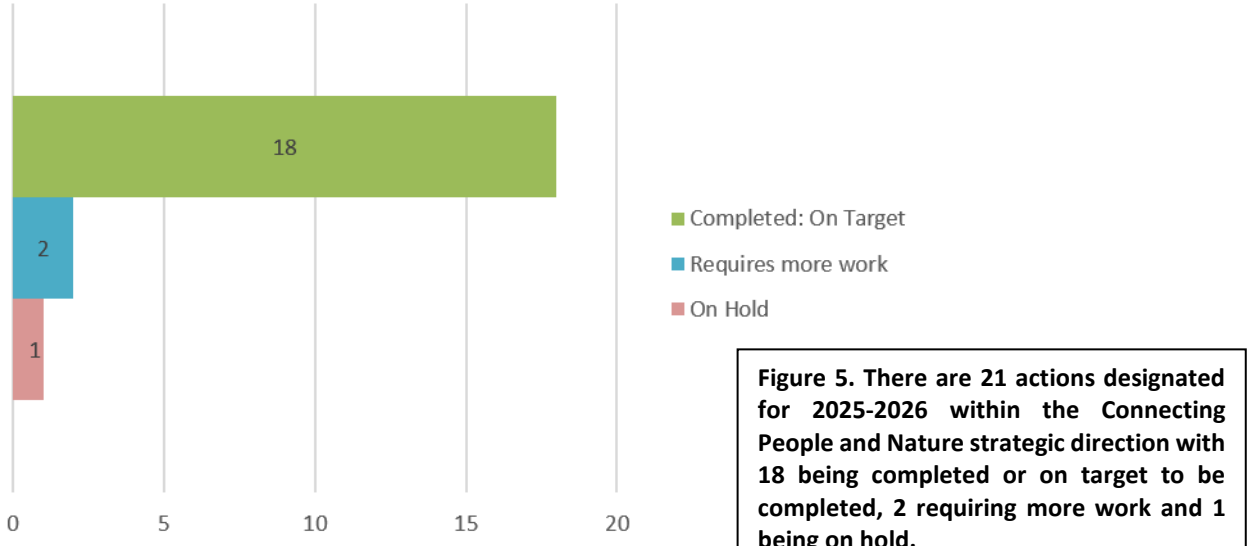


Figure 5. There are 21 actions designated for 2025-2026 within the Connecting People and Nature strategic direction with 18 being completed or on target to be completed, 2 requiring more work and 1 being on hold.

Actions on hold include:

- 2.2.1.2 - Implement indigenous vegetation targets for Council reserves (NPSIB). A review of natural environment levels of service, performance measures and targets was carried out as part of the development of the WNES. A new biodiversity performance measure was added to Council's publicly reported performance measures. This included the number of hectares of reserve planted in indigenous plants and the target was a rolling annual percentage increase from a 2023 baseline of 2.7% coverage. Whilst this has been achieved, the WNES also identified other possible biodiversity performance measures such as assessing the increase of biodiversity indicator species for reserves. This item requires research / data gathering and has been slow in delivery, partly due to resourcing. This work will begin in 2026-2027 and remain as an ongoing action.

Some actions require more work to remain on target for achievement. These include:

- 2.1.1.1 - Establish an online public portal for sharing knowledge, educational resources and successes. Examples may include a plant selector tool that will enable people to create ecologically sound plant lists, pairing volunteers with projects and highlighting community-based environmental projects (ABS). This action began in 2022 but was stalled due to shifting priorities under conditions of reduced capacity in Council departments. It has commenced again in 2025-2026 with data gathering by Greenspace staff and interns from the University of Canterbury. The aim is to have a webpage containing appropriate information completed by the end of 2026-2027. However, this will require updated and adapted content throughout the lifetime of the strategy.
- 2.1.3.1 - Seek to partner with Ngāi Tūāhuriri Rūnanga on natural environment issues including the management, protection and restoration of indigenous biodiversity, and ensure engagement is early,

meaningful and in accordance with tikanga Māori (NPSIB). This action has begun with Greenspace staff building relationships to devise the path forward for collaboration. The action is continuing to be worked through with Whitiora Centre Limited and interested parties by the Greenspace Strategy and Partnership Team alongside the Biodiversity Team.

5.1. Strategic Direction Highlights:

In 2025-2026 there were a number of supported events in the community. These included planting days for young children at Northbrook Wetlands as part of KidsFest, planting days at reserves such as Silverstream Reserve, the Ohoka Esplanade Reserve and the Mahinga Kai Reserve. A new event that was a successful collaboration of groups was the “welcome the Birds” event, celebrating the return of precious and rare river birds to the area. This included the placement of town flags featuring the river birds over summer and a community event at Waikuku Beach (Plate 3).

Libraries hosted several natural environment events including seed raising workshops, nature focussed art exhibitions and story walks at reserves. The Greenspace Design and Planning Team installed nature play spaces into park areas and biodiversity staff ran bioblitz events with local education providers, assisted with planting days exploring and creating lizard habitat and supported wetland exploration events (Plate 4).

The Community and Greenspace teams continue to work with groups in the District to promote edible perennials and mahinga kai. A Masters of Sustainability student worked alongside staff to produce insights into food resilience and outline requirements for community gardens, food forests, food foraging etc.



Plate 3. Welcome the Birds event was a successful collaboration of community groups supported by Greenspace, including the provision of town flags to mark the return of the river birds (top) and there were numerous planting events in 2025-2026 including one dedicated to younger residents at Northbrook Wetlands (bottom).













Plate 4. The Biodiversity team supported wetland exploration events whilst libraries hosted a number of nature themed activities (top and middle). The Greenspace Design and Planning team created nature play and connection areas in parks.

6. Strategic Direction 3 – Improve our Knowledge

There were 14 actions within the Connecting People and Nature strategic direction for the 2025-2026 period. Of these 79% of actions are either completed or expected to be completed on target (Figure 6). A further 21% of actions need more work to be completed on target. There were none on hold.

Actions which are achieved or in good health to be achieved on time include those which relate to monitoring and gathering information about the ecological health of Council owned land and partnering with research organisations. Staff within the Greenspace Team have partnered with students and staff from organisations such as ARA, Canterbury University, Lincoln University, Waikato University, Bioeconomy Science Institute, and ECan to facilitate projects on Council land, researching best practice and current state of health. Staff have given presentations at conferences, helped to shape future research that would be of benefit to local government and assisted PhD, Masters and undergraduate projects where it has direct benefit to our work.

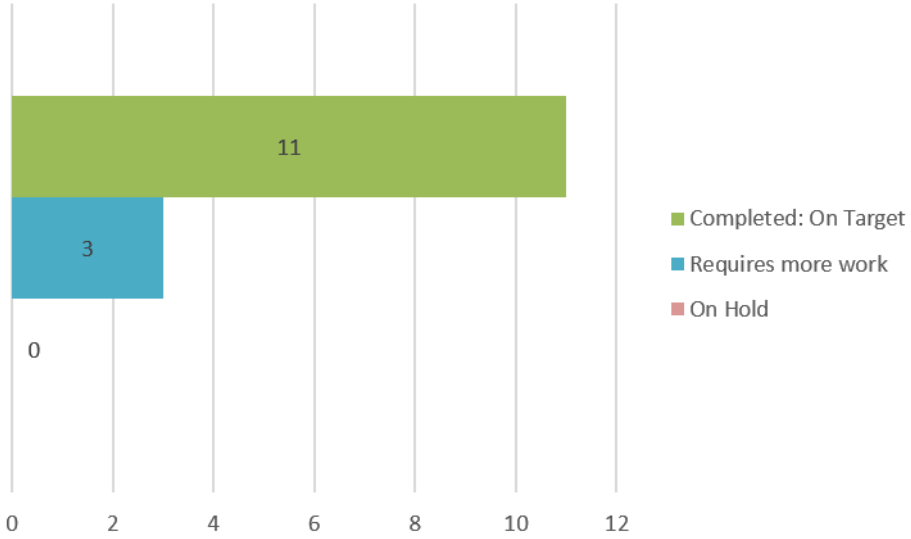


Figure 6. There are 14 actions designated for 2025-2026 within Improve our Knowledge strategic direction with 11 being achieved or on target to be achieved and 3 requiring more work. There were none on hold.

Three actions require more work to remain on target for achievement. These include:

- 3.1.1.7 - Ascertain the extent and nature of the District's urban tree canopy. This action has partially been completed but more comprehensive and ongoing data is required. Analysis of structural vegetation (anything above 50cm) has been assessed for abundance (amount), distribution (location) and equity (how much is accessible to communities) in five urban centres – Rangiora, Kaiapoi, Woodend, Pegasus and Oxford. More information is required on the nature of vegetation extent (indigenous vs exotic) and the implications for community and Council. Ongoing monitoring is required to track changes, particularly in relation to the loss of vegetation as a result of urban infill.
- 3.1.1.8 - Work with ECan to identify, monitor and publicly report on ecosystem health indicators for the Waimakariri District (NPSIB). Biodiversity staff have been working alongside ECan to develop comprehensive monitoring methods which are efficient and transferable across different organisations and between projects. This is ongoing with input from research organisations and will likely evolve further to take into account legislative and local government reform.
- 3.2.1.6 - Partner with Ngāi Tūāhuriri Rūnanga, and other tangata whenua as appropriate, to obtain advice/upskill on how to integrate Mātauranga Māori within conservation and restoration projects (ABS, NPSIB). As with action 2.1.3.1 work on this action has begun but will be progressed further with the Biodiversity Team and Greenspace Strategy and Partnership Team scoping potential partnerships.

6.1. Strategic Direction Highlights:

The Lincoln University partnership is ongoing with Biodiversity staff presenting at a wildfire conference, assisting to shape the projects proposed by Masters students and collaboration on a PhD project. This project is part of a much wider scheme including a Lincoln University research fellow, PhD and MSc students, Dairy NZ, and the Christchurch City Council. The overall aim of the project is to investigate various parameters within riparian restoration from soil microbe-plant associations which are beneficial to restoration success, to above-ground installation of plants, maintenance of weeds and ecosystem service provision. The University of Canterbury is partnering on two projects investigating restoration on raw sandy soils in Woodend (MSc student using soil amelioration techniques) or nutrient poor dryland soils (PhD student studying restoration at Silverstream Reserve). In addition, University of Canterbury undergraduates have been working with Greenspace Strategy and Partnership team to collate reserve information for the website.

Monitoring work for Council owned reserves and other land parcels has begun based on monitoring protocols and best practice. This is likely to evolve over the coming years but is a good starting point and has already shown areas where more targeted work could increase positive outcomes for the natural environment, including the discovery of rare and cryptic water birds in constructed wetlands, and orchids growing in undeveloped areas of reserves (Plate 5).

Finally, the Greenspace Strategy and Partnership team carried out a large body of work on the play needs of 0 – 5 year olds and found that enabling nature connection and shade in play areas (tree canopies) were important elements for our communities.



Plate 5. Native plants discovered through monitoring at a reserve (top left), some partnership organisations which are collaborating with Council to help complete knowledge gaps (top right), Wildfire conference at Lincoln University (bottom left), urban vegetation research (bottom right).

7. Strategic Direction 4 – Sustain and Create Resilient Ecosystems

There were 34 actions within the Sustain and Create Resilient Ecosystems strategic direction for the 2025-2026 period. Of these 85% of actions are either achieved or expected to be achieved on target (Figure 7). A further 12% of actions need more work to be completed on target and 3% are on hold.

Actions which are in good health to be achieved on time include those which relate to supporting the Significant Natural Areas programme and their landowners, and enhancing areas of different habitat types with planting, pest and weed control and other methods.

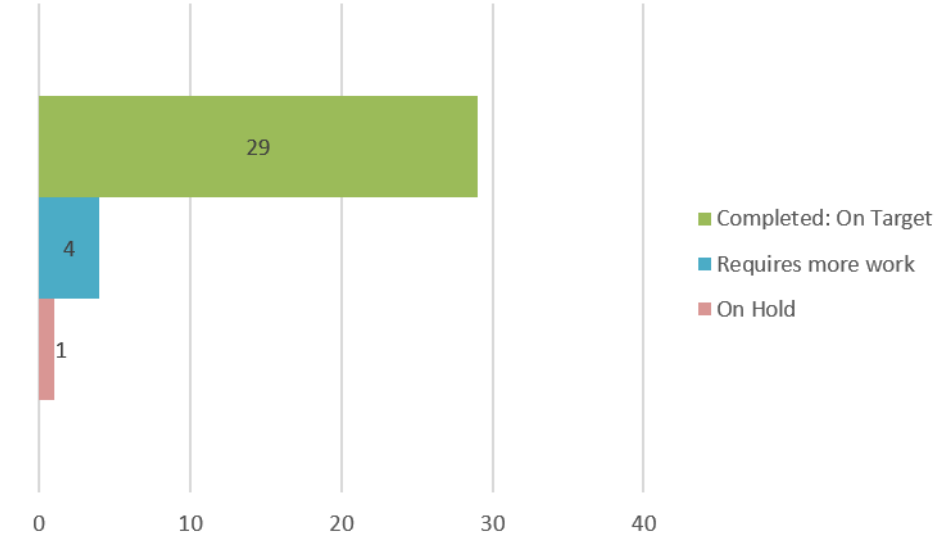


Figure 7. There are 34 actions designated for 2025-2026 within the Sustain and Create Resilient Ecosystems strategic direction with 29 being completed or on target to be completed, 4 requiring more work and 1 being on hold.

The action on hold is:

- 4.2.4.10 - Develop Reserve Management Plans for Greenspace recreation and ecological linkages and natural parks. This is a large body of work which is still in the data gathering and project planning stage. Once the data gathering phase is completed, further work to organise the creation of management plans will begin in 2026.

Actions which require more work to achieve or maintain include:

- 4.2.2.4 - Encourage landowners to increase the size of existing SNA sites, including providing buffer zones of at least 20m. Whilst work is underway, this action will require sustained effort to ensure good working relationships are fostered and true advocacy can happen.
- 4.2.3.7 - Advocate for the development of a management plan for the Ashley Rakahuri Estuary. This action is ongoing through the work of the Northern Pegasus Bay Bylaw Advisory Group.
- 4.2.4.2 - Develop urban tree canopy targets and implement. A new internal biodiversity performance measure was agreed as part of the WNES development – an increase of 1 additional specimen tree in reserves/streetscapes per new resident (to be measured every 3 years in line with the LTP). This is still being assessed and the increase to the overall urban tree canopy is ongoing with assistance from the Project Delivery Unit. Further data gathering will continue in 2026.
- 4.2.4.3 - Increase the proportion of indigenous streetscape vegetation cover (NPSIB). This action can be deemed "business as usual" for staff across departments and further work is ongoing abiding by the "right plant, right place, right purpose" theory. Work in this area has been progressed by the addition of staff with arborist qualifications in the Greenspace Team.

7.1. Strategic Direction Highlights:

The Council continues to protect, maintain and enhance the ecological values and nature within its own land and offers support and funding for those who own land with areas of high biodiversity value or wish to restore and enhance the natural environment. Some projects of note are the dryland and forest restoration plantings at Silverstream Reserve where the reserve, the active volunteers and their events are well supported. Similarly, Ohoka Bush volunteers are celebrating 20 years of work to restore the area and have installed secondary plantings of larger trees and understory species, such as ferns and shrubs, this year. The Arohatia te Awa project is progressing with the Ohoka Esplanade Reserve enhancement and walkway, and the development of a reserve management plan for the Revells Road Reserve. Finally, there has been a collaborative project to install a pollinator path in Rangiora which included the Project Delivery Unit who identified the potential area for the pollinator path, the Biodiversity Team who designed the enhancement and the Waimakariri Biodiversity Trust who will support its development and maintenance. This comprises a shingle substrate and native plants for invertebrate preservation (Plate 6).



Plate 6. Ohoka Esplanade Reserve and Silverstream plantings (top) and successional planting at Ohoka Bush and the prepared area for the pollinator path in Rangiora (bottom).

Another highlight was the enhancement of the last undeveloped Kaiapoi Lakes area. The reserve has been enhanced by Council and New Zealand Transport Agency – Waka Kotahi for our threatened lizard species and for contemplative recreation. The reserve supports many special and local species of plants, birds, and invertebrates which all benefit from the works that have been undertaken. This includes pest and predator work undertaken by members of Pest Free Waimakariri who help to support pest free efforts across the district (Plate 7). Finally, the installation of the viewing platform at the Ashley Estuary was a collaborative effort from the Ashley Rakahuri Rivercare Group, local community members and the Biodiversity Team. The platform includes environmental interpretation, showing the birds present in the estuary and transitional native planting from the carpark to the natural coastal area.



Plate 7. A viewing platform was installed at the Ashley estuary (top left), the enhanced Kaiapoi Lakes reserve (bottom) and traps made for Pest Free Waimakariri by students at Rangiora high School (top right).

Action 4.1.1.4 requires the Council to lead the development of a regional blue-green network plan as provided for in the Canterbury Climate Partnership Plan (CCPP). The network plan will be used to inform how and where nature-based solutions are used across the Canterbury region to help address the effects of climate change. Good progress has been made on this in the 2025/26 financial year with the Biodiversity Team Leader and Principal Policy Analyst – Climate Change & Sustainability working together to deliver a Blue-Green Network (BGN) Literature Review and Canterbury Region Blue-Green Network Inventory (Plate 8). The literature review defines relevant but often misused concepts such as ecosystem services, Nature-based Solutions, Blue-Green Network, blue and green infrastructure etc and identifies international and

Aotearoa New Zealand best-practice examples to show how these concepts have been applied elsewhere. The inventory identifies relevant Canterbury projects to reduce duplication and maximise value from the efforts of others. It should also help to ensure local priorities are taken into consideration and avoid potential areas of conflict with existing plans.

Council staff also led a joint WDC/ECan project team to oversee the development of a Blue-Green Network scoping report to inform the procurement of the plan and accompanying guidance. This was delivered at the end of June to a high quality by Boffa Miskell, and the final project scope will be considered by the Canterbury Mayoral Forum in August 2026. This is an exciting project that is expected to deliver direct on-ground benefits to Waimakariri, especially with regard to increasing connectivity and embedding the natural environment in climate resilient infrastructure planning.

Together these documents feed into the evidence base needed to implement the CCPP action.

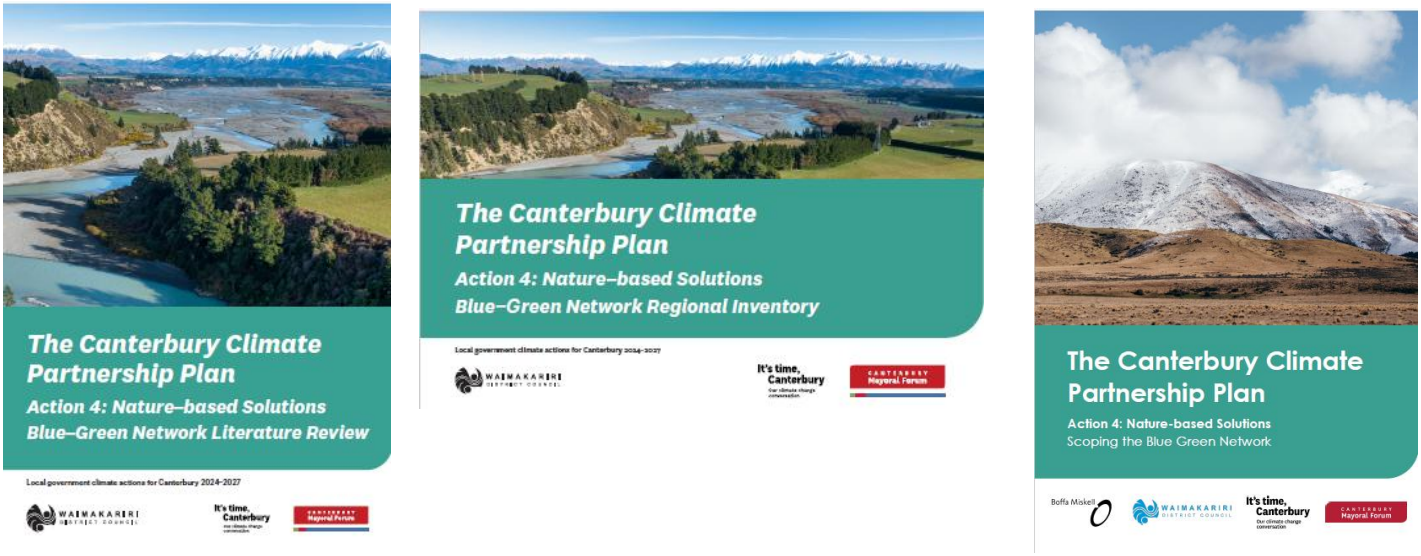


Plate 8. Documents produced by Council staff (left) and the scoping document produced by Boffa Miskell as part of a WDC/ECan collaboration project (right).

8. Financial Information

8.1. Looking Back; financial information from 2025-2026

The budgets associated with the action items in the WNES and allocated as part of the Long Term Plan 2024 are shown in Table 2. Final budget information is not available until later in 2026 but figures below are the best available to date and anticipated to be very similar to the finalised records.

Minor variations against budget reflect adjustments made once works commenced and practical implementation requirements were confirmed in the field. The largest underspend was for the Revells Road project. This was due to the reserve management planning not being completed in 2025-2026 and continuing into 2026-2027. It is imperative that the foundational work in devising the plan is thorough and informed -. Reasons for actual budget variations are outlined in table 2.

Table 2. Estimate of expenditure for WNES action items as allocated through the Long-Term plan 2024. True year-end totals are currently being calculated.

Action	Funding Allocated	Funding Actuals
1.1.1.8 - Develop education resources/programmes for staff working across the Council c. $600 overspend due to additional data analysis.	$4,090	$4,676
1.2.1.2 - Increase Council biodiversity capability and capacity	$51,100	$51,100
2.1.3.6 - Provide operational funding for the Waimakariri Biodiversity Trust to lead, promote and advocate for environmental protection, restoration and revegetation.	$15,330	$15,330
2.1.3.7 - Provide a Waimakariri District community groups contestable fund to support the implementation of Natural Environment Strategy objectives and actions.	$10,220	$10,220
2.1.3.8 - Support Mainpower's Waimakariri community biodiversity fund.	$5,110	$5,110
2.1.4.3 - Provide interpretation in Council reserves and streetscapes. c. $1,850 underspend due delay of Ashley Rakahuri estuary sign (multi-agency collaboration). To be carried over to 2026/7.	$5,850	$4,002
3.2.1.3 - Participate in relevant research by other organisations. c. $250 overspend due to additional work on expansion of rare ecosystem work.	$10,220	$10,468
3.2.1.6 - Partner with Ngāi Tūāhuriri Rūnanga, and other tangata whenua as appropriate, to obtain advice/upskill on how to integrate Mātauranga Māori within conservation and restoration projects (ABS, NPSIB). An action requiring more work, underspend of $5,110. Staff are working with Whitiora to develop the most appropriate partnership.	$5,110	$0
4.1.3.2 - Promote the 'urban wild' concept c. $800 overspend for additional work required to ensure H&S for the Rangiora pollinator path (ensuring footpath remains safe),	$5,110	$5,926
4.2.1.6 - Investigate the development of a flagship park or sanctuary, for example, the creation of an ecotourist park. c. $42,000 underspend but all funds allocated for reserve management plan and hydraulic modelling to be spent in 2026-2027.	$60,660	$18,371
4.2.3.1 - Use a range of management methods to increase the natural values of the Council's reserve portfolio. c. $2,000 underspend but anticipated to be fully spent at final calculations.	$15,330	$13,411
4.2.3.4 - Plant suitable plant species to provide natural transitions from modified natural park environments to river / coastal environments. c. $2,500 underspend but allocated to projects which experienced delays in engineering activities.	$20,220	$17,689
4.2.3.3 - Develop additional secondary growth ecosystems as required at natural reserves, to provide enhanced habitat value and encourage a wider natural variety of flora and fauna species. c. $3,000 underspend but anticipated to be fully spent at final calculations.	$14,230	$11,087
4.2.4.2 - Develop urban tree canopy targets and implement. c. $4,000 underspend	$20,440	$16,416

8.2. Looking forward; proposed schedule for 2026-2027

Action	Funding Allocated	Proposed Projects
1.2.1.2 - Increase Council biodiversity capability and capacity	$52,740	Allocated to renumeration.
2.1.2.1 - Develop educational/resource material to fill information gaps, for example, improving natural stormwater and drainage ecosystems and practices, and the impacts of pests and weeds on indigenous ecosystems (ABS)	$5,270	Allocated to provision of resources.
2.1.2.2 - Run community educational and connection events, including fun learning and activation programmes, and those that empower students and support student-led action (ABS).	$5,270	Welcome the Birds ($1K), Planting days ($1.5K), Environmental Awards ($1K) Supporting other organisations with resources ($1.7K)
2.1.3.6 - Provide operational funding for the Waimakariri Biodiversity Trust to lead, promote and advocate for environmental protection, restoration and revegetation	$10,550	Allocated to the Waimakariri Biodiversity Trust.
2.1.3.7 - Provide a Waimakariri District community groups contestable fund to support the implementation of Natural Environment Strategy objectives and actions.	$10,550	Allocated to the fund for organisations through a contestable fund.
2.1.3.8 - Support Mainpower's Waimakariri community biodiversity fund.	$5,270	Allocated to the fund administered by the Waimakariri Biodiversity Trust.
2.1.4.3 - Provide interpretation in Council reserves and streetscapes	$5,280	Elm Green ($1K), Natural Reserve upgrades, for example requirements in Matawai Park, Mandeville Cemetery, and wider Kaiapoi Lakes ($4K)
3.2.1.3 - Participate in relevant research by other organisations	$10,550	Restoration efforts in raw soils which experience drought ((full budget)
3.2.1.6 - Partner with Ngāi Tūāhuriri Rūnanga, and other tangata whenua as appropriate, to obtain advice/upskill on how to integrate Mātauranga Māori within conservation and restoration projects (ABS, NPSIB).	$5,270	Being scoped with Whitiora Centre Limited.
3.2.1.11 - Research best practice pest and weed control and restoration practices	$3,170	Practical experience and trials administered by Senior Ranger and Ecologist-Biodiversity.
4.1.3.2 - Promote the 'urban wild' concept	$5,270	Blake Street ($1K), biodiversity enhancement examples in urban areas, e.g. lizard lounge in Northbrook Wetlands ($4K)
4.2.1.6 - Investigate the development of a flagship park or sanctuary, for example, the creation of an ecotourist park	$82,460	Development of Revells Road land purchase.
4.2.2.3 - Develop the north-eastern side of Whites Road Reserve	$21,110	All allocated to Whites Road Reserve for plantings, habitat enhancement and infrastructure.
4.2.3.1 - Use a range of management methods to increase the natural values of the Council's reserve portfolio.	$15,820	Mandeville Cemetery GPR/planting ($4k), West Eyreton Pit planting ($3k), weed work and enhancements across natural reserves ($8K)
4.2.3.4 - Plant suitable plant species to provide natural transitions from modified natural park environments to river / coastal environments	$10,560	Waikuku beach carpark ($5K), Elm Green play space $5K)
4.2.3.3 - Develop additional secondary growth ecosystems as required at natural reserves, to provide enhanced habitat value and encourage a wider natural variety of flora and fauna species	$8,450	Woodend beach ($5K), other areas such as Matawai Park and Ashley Gorge ($3.5k)
4.2.4.2 - Develop urban tree canopy targets and implement.	$21,090	Allocated to new tree pits collaboration with PDU projects

9. Conclusion

During the second year of implementation, only 3 actions remain on hold but work is progressing in the background. The majority of actions are in good health to be achieved and maintained at sustainable levels.

In the third year of implementation, and with recognition of the completed DoC collaboration at Coopers Creek, there are 83 actions to completed and/or maintained. An progress update will be providedin August 2027.

It is important to note that the 2027 – 2037 Long Term Plan will be completed in June 2027.

A review of the WNES Implementation Plan was completed in June 2026 by the Biodiversity Team Leader and Principal Policy Analyst – Climate Change and Sustainability to inform the Long Term Plan as per the review requirements outlined in the plan. The draft WNES Implementation Plan July 2027 to June 2030 will be considered by Council in September this year.

The original 124 WNES IP actions were reduced to 106 as some have been completed, and some were amalgamated and generalised to accommodate changing circumstances over time.

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WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	BAC-03-02-03 / 260706160920
REPORT TO:	COUNCIL
DATE OF MEETING:	4 August 2026
AUTHOR(S):	Heike Downie, Strategy and Centres Team Leader On behalf of the Woodend Pegasus Area Strategy Review Project Control Group
SUBJECT:	Approval of Draft *North East Waimakariri Urban Plan: Shaping the future of Woodend, Pegasus and Ravenswood as one connected community* for public consultation

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

General Manager | Chief Executive

1. SUMMARY

1.1. This report presents the *Draft North East Waimakariri Urban Plan: Shaping the future of Woodend, Pegasus and Ravenswood as one connected community* (Draft Plan) (Attachment i) and *Summary* (Attachment ii) for Council approval to release for public consultation in August to September 2026. The Draft Plan is a culmination of considerable early community and stakeholder engagement including with elected members and partners, environment scanning, and technical analysis undertaken since late 2025.

1.2. The Draft Plan (Attachment i) is a review and 'refresh' of the Council's 2013 adopted Woodend Pegasus Area Strategy, the actions identified within which having been largely implemented where feasible and appropriate to do so. The Draft Plan outlines the scope and drivers for an updated Plan, the current situation and key challenges and opportunities facing the wider urban area of Woodend, Pegasus and Ravenswood, the relevant strategic context, and what we've heard from our community and stakeholders to date. The Draft Plan then provides a proposed 'plan' for the area, articulated by a Vision, Strategic Objectives and a collection of 'Key Moves' which are strategic initiatives across three key themes: Land Use & Urban Structure, Community & Open Space, and Connectivity that contribute to bringing the vision to life. It is accompanied by a Summary document which contains a Feedback Form for public consultation (Attachment ii) – this will also be able to be completed online.

1.3. A series of high-level actions against the 'Key Moves' is included in Part 3 of the Draft Plan (Attachment i) - these are envisaged to be 'live' and subject to ongoing review to reflect growth and change. Implementation of an eventually adopted Plan will require a programme approach and integration with a number of other key mechanisms, programmes and projects.

1.4. Subject to Council approving that the Draft Plan is released for consultation, it is anticipated that submissions are invited from 7 August 2026 for four weeks. Staff will then consider feedback received and prepare a final Plan, to be presented to Council for adoption in late 2026 / early 2027. Prior to that, staff will hold workshops with the District Planning and Regulation Committee and the Woodend Sefton Community Board to summarise feedback gained through consultation and discuss directions for a final Plan. A final Plan, once adopted by Council, will supersede the Council's 2013 Woodend Pegasus Area Strategy.

1.5. This project is overseen by the Woodend Pegasus Area Strategy Review Project Control Group (PCG) which includes staff representation from Council's Strategy & Business Unit, Roading, Greenspace, Project Delivery, Communications and Engagement, Community, and Development Planning; this report has been written on behalf of this Group.

Attachments:

i. Draft North East Waimakariri Urban Plan: Shaping the future of Woodend, Pegasus and Ravenswood as one connected community (260723179575)
ii. Summary Draft North East Waimakariri Urban Plan: Shaping the future of Woodend, Pegasus and Ravenswood as one connected community (including Feedback Form) (260723179585)

2. RECOMMENDATION

THAT the Council:

(a) **Receives** Report No. 260706160920.

(b) **Approves** the *Draft North East Waimakariri Urban Plan: Shaping the future of Woodend, Pegasus and Ravenswood as one connected community* (Attachment i) for public consultation.

(c) **Approves** the *Summary Draft North East Waimakariri Urban Plan: Shaping the future of Woodend, Pegasus and Ravenswood as one connected community* (Attachment ii) for public consultation.

(d) **Notes** that this report follows several project workshops held with Council, the District Planning and Regulation Committee, and the Woodend Sefton Community Board over recent months, and that feedback gained through these workshops has been taken into account during document drafting.

(e) **Notes** that considerable early engagement with key stakeholders, partners and the wider community has been undertaken in the development of the *Draft North East Waimakariri Urban Plan: Shaping the future of Woodend, Pegasus and Ravenswood as one connected community* (Attachment i), as outlined in this report, and that the directions signalled in Attachment i are consistent with insights gained through this process.

(f) **Notes** that the *Draft North East Waimakariri Urban Plan: Shaping the future of Woodend, Pegasus and Ravenswood as one connected community* and *Summary* (Attachments i and ii) have been endorsed by the Woodend Pegasus Area Strategy Review Project Control Group (PCG) on whose behalf this report is written.

(g) **Notes** that a final *Draft North East Waimakariri Urban Plan: Shaping the future of Woodend, Pegasus and Ravenswood as one connected community*, based on the comments received during consultation as well as further elected member engagement planned to be undertaken on final directions in October 2026 will be presented to the Council for adoption in late 2026 / early 2027.

(h) **Acknowledges** the contribution made by the Woodend Sefton Community Board to the project to date including Community Board representation on the External Stakeholder Advisory Group.

(i) **Circulates** this report to the Community Boards for their information and invites them to make a submission during the public consultation process.

(j) **Nominates** the Chief Executive to approve any minor edits to the *Draft North East Waimakariri Urban Plan: Shaping the future of Woodend, Pegasus and Ravenswood as one connected community* and *Summary* (Attachments i and ii) (final print ready version) as required prior to public consultation.

3. BACKGROUND

Context

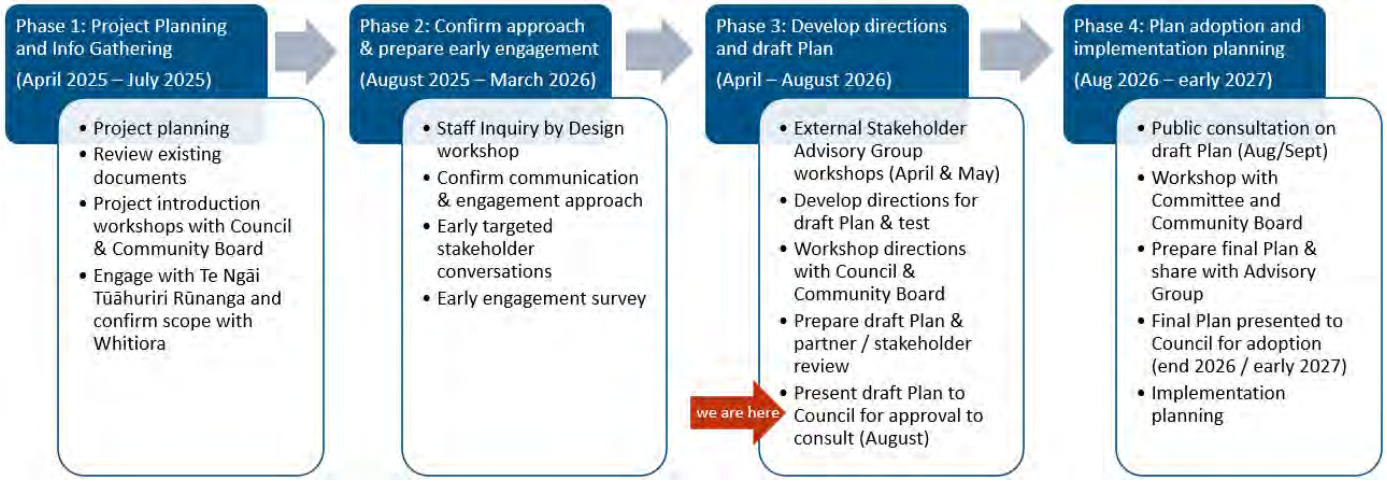
3.1. In 2013, Council adopted its first Woodend Pegasus Area Strategy to respond to a unique set of drivers at the time, including the then recently zoned Ravenswood development, the area experiencing rapid population growth following the effects of the Canterbury earthquake series, the need to define the roles of the centres and respond to demand on infrastructure, service and facility provision, and NZTA's announced commitment to constructing a bypass road to deflect significant traffic movements away from the centre of Woodend. That Strategy set a vision for the future together with strategic actions across key themes of connectivity, business, community, and open spaces. Most of the actions identified in the 2013 Strategy have been implemented, where it has been feasible and appropriate to do so.

3.2. A new set of drivers warrant a review of the 2013 Strategy, beyond the fact that the Strategy has been largely implemented. The wider Woodend, Pegasus, Ravenswood urban area is the fastest growing area in the District – its population having climbed from around 2,100 in 1996 to over 10,000 by 2025. Under a high growth scenario, the urban area's population is projected to reach around 20,700 by 2053, which would place it the second most populated urban area in the District following Rangiora. The recent Waimakariri District Plan review zoned significant additional areas for residential growth, both to the east and north of the current urban boundaries, as well as additional town centre zoned land at Ravenswood. The Government's Woodend Bypass project has now progressed through to detailed planning stage and once completed will alter how we access the area (noting that the construction of the Bypass is subject to central Government funding decisions, and that the Council has been strongly advocating for a timely delivery of this transformational project). In addition to ensuring this project is properly planned for, the Woodend Bypass project creates opportunities to enhance the current Main North Road environment through the heart of Woodend once traffic numbers have reduced. Part 1 of the Draft Plan (Attachment i) summarises several key issues and challenges around land use and urban structure, centres, community and open spaces, and connectivity facing the Woodend, Pegasus, Ravenswood urban area. These have been identified by the community and stakeholders, reflecting early engagement feedback.

3.3. The Draft Plan responds to Council's overarching District Development Strategy (which plans for growth), which sits alongside other high-order strategies within Council's strategic framework. The Council's strategic framework articulates how our strategic documents (strategies and plans) relate to each other in contributing towards achieving Waimakariri Community Outcomes, as well as Council's Strategic Priorities. Strategies and plans then inform various delivery tools, such as action plans, frameworks, guides, investments etc. For the Woodend, Pegasus, Ravenswood area, the District Development Strategy signals the development of a 'single town' with three distinct sub-areas, future residential growth directions which are now coming to fruition, intensification opportunities, and commercial land opportunities including Ravenswood's Key Activity Centre status. It also references infrastructure demands including the need for community facilities, the completion of the Woodend Bypass, local roading projects, walking and cycling infrastructure, as well as demand for public transport services. The Draft Plan also responds to other high-order strategies within Council's strategic framework, including the Economic Development Strategy (in relation to business and centres), Integrated Transport Strategy (in relation to connectivity), Community Development Strategy (in relation to community infrastructure and activation), and the developing Play, Active Recreation and Sports Strategy (in relation to facilities and open spaces), whilst also satisfying Government policy direction and aligning with regional and local policy direction.

Project Approach

3.4. The Woodend Pegasus Area Strategy review project is being undertaken in four key phases. The following figure outlines the project approach, whereby, subject to the Council approving that the Draft Plan (Attachment i) is released for public consultation, Phase 3 is complete.



3.5. Phases 2 and 3 involved undertaking significant early engagement with key stakeholders and the wider community, through several avenues:

- Early targeted individual conversations with key stakeholders that have a critical role in how the area grows and develops have provided important insights into plans, timeframes, issues and opportunities. As part of this, staff have on several occasions engaged with key developers and landowners (including Infinity, Gressons Road landowners, Suburban Estates, and Templeton Group), agencies (including NZTA Waka Kotahi, Ministry of Education, Environment Canterbury, Health New Zealand | Te Whatu Ora, and Department of Conservation), Te Kōhaka o Tūhaitara Trust, and others.
- A community early engagement survey was administered from March to May 2026, which provided the opportunity to hear local views, priorities, challenges and opportunities. The Council received 214 responses to the survey; Part 1 of the Draft Plan summarises the key messages heard.
- A dedicated External Stakeholder Advisory Group was established, comprising community representatives, agencies, business leaders and developers, and Community Board and Council elected members. Two half-day facilitated Inquiry by Design workshops were held with this group in April and May, during which issues and opportunities were confirmed, a vision and strategic objectives formulated, and Key Moves, actions and priorities developed and tested. The 'Acknowledgement' section of the Draft Plan lists the wide range of groups and organisations represented in the Advisory Group.
- Over June, sections of the developing Draft Plan were shared with key groups and agencies where they relate to others' activities to enable an appropriate review. For example, staff at Ministry of Education reviewed content related to education facilities, NZTA Waka Kotahi related to bypass / corridor content, Health NZ related to health care facilities etc. Staff also attended a meeting Kōhaka o Tūhaitara Trust to share and seek feedback on draft content that references / relates to Tūhaitara Coastal Park and other matters of interest to the Trust.

3.6. Several project workshops / engagements have been held with elected members since mid-2025, when the project was kicked off in earnest, including (but not limited to):

- June 2025: Project initiation workshop with Council
- July 2025: Project initiation workshop with Woodend Sefton Community Board
- December 2025: Project communications and engagement approach workshop with Council
- January 2026: Meeting with elected member sub-group to identify key stakeholders for project and confirm communications and engagement approach
- April 2026: First half-day workshop with established External Stakeholder Advisory Group, which included elected member representation (Mayor Gordon, Councillors Cairns and Powell, and Community Board Chairperson Patterson)
- May 2026: Second half-day workshop with External Stakeholder Advisory Group
- June 2026: Project update and directions for draft Plan workshop with District Planning and Regulation Committee
- June 2026: Project update and directions for draft Plan workshop with Woodend Sefton Community Board

3.7. Staff engaged Whitiora Centre Limited (Whitiora) as advisors to Ngāi Tūāhuriri Rūnanga during Phase 1 of the project and had several huis over Phases 2 and 3 to discuss the project scope and strategic directions to underpin a Draft Plan as they were developing. Whitiora undertook a full review of the Draft Plan in June, and the minor edits requested have been included in Attachment i. Overall, Whitiora support the directions signalled in the Draft Plan, and are comfortable with the 'Key Moves' that touch on cultural context, including those that relate to MR873 under 'Connectivity'.

3.8. Urban design consultants (Boffa Miskell) were engaged to support the project during Phase 3, providing expert technical urban design input into shaping the 'Key Moves' contained in the Draft Plan, and facilitating the two half-day Inquiry by Design workshops held with the External Stakeholder Advisory Group.

3.9. This project is overseen by the Woodend Pegasus Area Strategy Review Project Control Group (PCG) which includes staff representation from Council's Strategy & Business Unit, Roading, Greenspace, Project Delivery, Communications and Engagement, Community, and Development

Planning. The PCG has been pivotal throughout early engagement and Draft Plan development, and has endorsed the Draft Plan (Attachment i) and Summary (Attachment ii), together with this report.

4. KEY ISSUES

Draft Plan Scope

4.1. The Draft Plan provides a framework to manage and shape the future of the Woodend, Pegasus, Ravenswood urban area (including the upcoming Gressons Road development). The draft Plan's focus is the urban area that geographically extends from south Woodend to Waikuku in the north and from Woodend Rangiora Road to the eastern edge of Pegasus. While the focus is on this defined urban area, the Draft Plan recognises that there is a much wider catchment that, particularly for retail, recreation and social cohesion, extends to the beach settlements, Tuahiwi, Waikuku and beyond.

4.2. As has been discussed with elected members and stakeholders to date, there are several matters that outside of the scope of the Draft Plan, often because there are separate work programmes in progress that focus on these, while some other issues are too uncertain to address through the Draft Plan at this time, or there are more appropriate processes that play a factor. Specific topics not covered by the Draft Plan include: natural hazards and hazard related coastal issues; activities within the Tuhaitara Coastal Park; Pegasus Lake water quality; future urban rezonings; District Plan zoning appeals; development within Māori Reserve 873 (Tuahiwi); the future of the Pegasus Golf Course; the alignment, planning and timing of the Woodend Bypass.

Draft Plan Content

4.3. The Draft Plan is written in three parts. Part 1 provides the introduction and background, sets the scene, and introduces the key issues and challenges facing the urban area. Part 2 articulates 'the plan' for the future. Part 3 then discusses how the Plan will be delivered, including our implementation principles, implementation framework, and key actions articulated within a high-level implementation table, as well as how we will monitor and review the Plan.

4.4. Part 2, 'the plan' for the area, articulates a vision for the future: *A thriving connected community with a strong sense of place and a prosperous future, enriched by its environment,* together with seven strategic objectives that touch on connectivity, culture, centres, character and identity, public and green spaces, and the natural environment.

4.5. To bring the strategic objectives and ultimately the vision to life, the Part 2 of the Draft Plan identifies fifteen 'Key Moves' which are strategic initiatives across three focus themes – these have been closely developed with the External Stakeholder Advisory Group and reviewed by other parties as discussed 3.5. Details for each 'Key Move' are contained in Attachment i, including via high-level actions outlined in Part 3 of the Draft Plan. In short, the 'Key Moves' are:

Land Use & Urban Structure	**Community & Open Space**	**Connectivity**
1. Define complementary centres with individual identity and character 2. Promote a people-focused Ravenswood town centre 3. Advocate for greater housing choice and variety in key locations 4. Enable self-sustaining communities	1. Strengthen and connect the blue / green network 2. Establish a signature nature recreation hub at Gladstone Park 3. Cluster community, arts, culture, and play facilities in strategic locations on or near the urban boulevard 4. Explore demand for an additional Sport and Recreation Reserve	1. Transform SH1 / Main North Rd into a high amenity urban boulevard 2. Create a 2nd access to Pegasus 3. Establish Gladstone Road as an east – west green boulevard 4. Improve fine-grained local connectivity between centres and neighbourhoods 5. Enhance the amenity of Bob Robertson Drive 6. Complete strategic cycling links within the local and district network 7. Explore innovative and realistic public transport solutions

Public Consultation and Next Steps

4.6. Subject to Council approving the Draft Plan for public consultation, it is intended that submissions are invited from 7 August 2026 for 4 weeks. The Draft Plan will be proactively widely shared with key

stakeholders, groups and agencies, including those who have been engaged throughout the project to date, together with many others identified previously by the PCG, in the communications and engagement plan for the project, and by elected members. Relevant communication tools will be deployed during the consultation period, including awareness and information via Council's website, engagement platform, social media, media release, print, digital screens and Bang The Table. Two local drop-in sessions are planned during the four-week consultation period and will be widely advertised (19 August 6-7:30pm and 1 September 5:30-7pm at the Woodend Rugby Football Club) – these will provide the opportunity for interested people to speak to staff (and elected members, who have been made aware of the dates) about the Draft Plan in person. Attachment ii includes a Feedback Form, and an online version will be available via a dedicated Let's Talk page.

4.7. Following submissions closing, staff will analyse feedback received and prepare a summary. A workshop will be held with each, the District Planning and Regulation Committee and the Woodend Sefton Community Board in mid-October, at which staff will provide an overview of submissions received, together with directions for a final Plan. The views of key stakeholders, agencies or partners will be sought and considered in the event that it is proposed that any 'Key Moves' that relate to activities that affect them change. Engagement with the External Stakeholder Advisory Group will also occur throughout consultation and in the period that follows as a final Plan is prepared. It is intended that a final Plan will be presented to Council at the end of 2026, or start of 2027, for adoption.

4.8. Following Council adopting a final Plan, implementation planning will progress in earnest. Implementation requires a programme approach and integration with a number of other key mechanisms, programmes and projects. For some actions, the private and community sector, or other agencies play a key role, alongside Council. The high-level implementation table contained in Part 3 of the Draft Plan identifies 'Key Players' involved in individual actions. In addition, while some actions link to existing workstreams operating within existing budgets, and others could be met by some external funding sources, some 'new' actions or projects will require new budget. Section 7 of this report provides further details.

5. OPTIONS

5.1. The following options are available to the Council:

5.2. Option 1: Approve the Draft Plan for public consultation

This option would see the Draft Plan being released for public consultation for four weeks from 7 August and thus allow for the timely progression of the project, in recognition that considerable early engagement and input from partners, agencies, developers and key stakeholders have formed the content of the Draft Plan. Approval to release the Draft Plan for public consultation at this time means that feedback from the wider community can be gained and considered in the preparation of a final Plan, which can then be presented to Council for adoption by the end of 2026 / early 2027. The draft Plan is consistent with relevant District Plan policies and objectives (zoning, land use, activities etc) and the timely progression of the project will put Council in a strong position to inform regional spatial planning discussions that may impact the Woodend, Pegasus, Ravenswood area, when they commence.

This is the recommended option.

5.3. Option 2: Request amendments to the Draft Plan and request that staff bring back to the Council an updated Draft Plan for consideration

This option would see staff amending the Draft Plan to reflect any (significant) requested changes the Council may wish to make, noting that recommendation (j) enables the Chief Executive to approve minor edits to the Draft Plan before consultation. Requested (significant) changes would need to be assessed for strategic alignment and an updated Draft Plan would be reported back to the Council at a later date for consideration and approval to consult. This option would have the consequence of delaying the project by likely several weeks / months. It is also noted that any requested changes should likely be tested / discussed with the External Stakeholder Advisory Group and/or key agencies / partners / stakeholders who have been engaged throughout the project to date.

5.4. Option 3: Adopt the draft Plan, without a public consultation process

This option would skip a public consultation process on a Draft Plan altogether and would see Council amend the recommendations in this report to seek adoption of the Draft Plan. Whilst significant early engagement has informed the content of the Draft Plan, this option would be inconsistent with messages provided to the wider community and to stakeholders about Council's intentions to consult and be inconsistent with Council's normal practices and processes for developing a critical direction-setting strategy or plan document. This option would mean that the opportunity to test the Draft Plan with the general public, who have not been involved in the early engagement, would be lost, together with any important inputs they may have.

5.5. Option 4: Request the project is not progressed altogether

This option would mean that the Council is not in favour of progressing the project at all. This option would be inconsistent with existing commitments made to various key stakeholders and the wider community, nor would provide a considered strategic framework to inform decision making and investments in the Woodend, Pegasus, Ravenswood urban area in light of growth and change going forward, noting that the existing Woodend Pegasus Area Strategy is now out of date and largely no longer fit for purpose.

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

6. STRATEGIC ALIGNMENT AND COMMUNITY VIEWS

Mana Whenua Engagement

6.1. The subject matter and/or recommendations contained within this report are of interest to mana whenua. As such, and as referenced in paragraph 3.7, Council staff have engaged with Whitiora, as key advisors to Te Ngai Tūāhuriri Runanga. In March 2026, Whitiora submitted a proposal to Council that, following discussions with staff about the project, outlined the scope of Whitiora's involvement in the Woodend Pegasus Area Strategy review project. In accordance with Whitiora's proposal, mana whenua's engagement in the project has involved Whitiora:

- Receiving a briefing and relevant material from staff on the content and outcomes of the two Inquiry by Design workshops held with the External Stakeholder Advisory Group.
- Providing advice to staff on the development of the directions for the Draft Plan where these may concern or have impact on the inter-relationship with MR873. During this step, staff sought Whitiora's advice on a number of possible directions to explore, generated by feedback received at the first Inquiry by Design workshop held with the External Stakeholder Advisory Group. During this engagement, Whitiora confirmed comfort with depicting stylistic connections between Woodend and MR873, recommended that Council engage directly with Kaiapoi Pā Trustees regarding any plans for the future of the Kaiapoi Pā site, and opposed the concept of any future road connection from Pegasus North of Preeces Road and any change in the status of Kaiapoi Pā Road in the context of an updated Plan.
- Reviewing a working Draft Plan in full and providing any recommended edits as considered necessary. This was undertaken in June and Whitiora provided some reasonably minor edits which have been incorporated into Attachment i. As part of this review, Whitiora updated the cultural landscape section contained in Part 1.

Groups, Organisations and the Wider Community

6.2. There are groups, organisations, or members of the wider community likely to be affected by, or to have an interest in, the subject matter of this report as it outlines content of a Draft Plan for the Woodend, Pegasus, Ravenswood urban area that will be released for public consultation. The directions within the Draft Plan impact on community wellbeing by way of providing a decision-making framework for urban area. As outlined in section 3 of this report, targeted early stakeholder engagement has taken place this year, together with a wide early engagement community survey, and feedback gained through these processes has directly inputted in the identification and formation of key issues, challenges, and opportunities for the area, and in the development of the 'Key Moves' and actions discussed in this report and contained in Attachment i.

6.3. Part 1 of the Draft Plan ("What we've heard already") summarises feedback gained through early engagement, which the Draft Plan responds to. Key messages received through the 214 responses

to the community survey include that people particularly value the area's natural environment and lifestyle, but that there are growing concerns relating to traffic, infrastructure and a loss of rural character. Respondents call for a multi-modal transport system, more community and recreational facilities, and early infrastructure investment. Ravenswood's role as the main commercial hub is widely recognised, while post Woodend Bypass, respondents wish to see Woodend local centre evolve into a relaxed and pedestrian friendly village-style centre and Pegasus centre building on its recreational focus.

6.4. Input gained from the External Stakeholder Advisory Group - which represents key groups and interests spanning the community, businesses, developers, landowners, sports, faith, schools, agencies, partners and elected members (see 'Acknowledgements' in Attachment i for full list) - resonated with the survey messages. Poor connectivity, lack of facilities, growth pressures and identity challenges were issues raised, alongside a wish to protect the area's character, environment and lifestyle. Staff have also considered and reflected as appropriate insights and key messages provided by a range of other agencies engaged with (as outlined in section 3 of this report) in the preparation of the Draft Plan.

6.5. Following approval by Council, the wider community will have the opportunity to respond to the proposed directions articulated in the Draft Plan, as public consultation will be undertaken from 7 August to 6 September. Paragraph 4.6 outlines the planned public consultation approach.

Implications for Community Wellbeing

6.6. There are implications on community wellbeing by the issues and options that are the subject matter of this report. Because the 'Key Moves' contained in the Draft Plan are wide reaching, covering key strategic topics of land use and urban structure, community and open space, and connectivity, they touch on community wellbeing matters across the cultural, social, environmental and economic spectrum. The narrative contained against each 'Key Move' in the Draft Plan provides relevant rationales for the 'Key Moves', anticipated wellbeing outcome, and links to other strategic documents, where appropriate.

Community Outcomes and Strategic Priorities

6.7. Most of Waimakariri's Community Outcomes are relevant to the recommendations in this report, as the Draft Plan introduces fifteen 'Key Moves' across a range of strategic themes. Community Outcomes of particular relevance include:

- Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.
- Council commits to promoting health and wellbeing and minimising the risk of social harm to its communities.
- Housing is available to match the changing needs and aspirations of our community.
- Our community has equitable access to the essential infrastructure and services required to support community wellbeing.
- Public spaces express our cultural identities and help to foster an inclusive society.
- The distinctive character of our takiwā/ district, arts and heritage are preserved and enhanced.
- Local arts, culture and heritage are able to make a growing contribution to the community and economy.
- Land use is sustainable; biodiversity is protected and restored.
- The natural and built environment in which people live is clean, healthy and safe.
- Our communities are able to access and enjoy natural areas and public spaces.
- Enterprises are supported and enabled to succeed.
- There is access to meaningful, rewarding, and safe employment within the district.
- There are sufficient and appropriate locations where businesses can set up in our district

6.8. The Council's Strategic Priorities are relevant to the actions arising from recommendations in this report, particularly:

- Enhance community wellbeing, safety, inclusivity and connectedness.
- Advance an integrated and accessible transport network
- Enable economic development and sustainable growth
- Embrace partnership with Ngāi Tūāhuriri

7. OTHER IMPLICATIONS AND RISK MANAGEMENT

Financial Implications

7.1. There are financial implications of the decisions sought by this report. Funding for Draft Plan development is currently provided within the Annual Plan. Whilst this report seeks approval of a Draft Plan to be released for public consultation, an eventually adopted Plan requires funding to implement. The Draft Plan proposes a list of high-level implementation actions contained in Part 3 of Attachment i. While some actions link to existing workstreams operating within existing budgets, and others would at least in part be the responsibility of external parties, some 'new' actions or projects will require new budget to implement.

7.2. Implementation of an eventually adopted Plan requires a programme approach and integration with a number of other key mechanisms, programmes and projects. It is anticipated that staff will seek that the 2027/37 Long Term Plan contains some budget 'placeholders' for any specific Plan implementation projects - work to identify those is occurring now. As part of that work, projects will be categorised by priority and budget together with anticipated delivery timeframes so Council is able to consider any budget requests appropriately in the context of the Long Term Plan. This is a similar approach taken in previous years for other strategies, including Town Centre Strategy implementation, Integrated Transport Strategy etc. It is noted that through the Long Term Plan process, the community will have another opportunity to comment on implementation of actions identified in the Draft Plan.

Community Resilience and Sustainability

7.3. The recommendations in this report will likely have some sustainability and/or climate change impacts, as some of the actions, once a final Plan is adopted by Council in due course and implementation planning progresses, will require built construction of works which creates emissions, stemming from manufacturing materials and operating heavy machinery. Future reports specific to those implementation projects will be required for various more detailed decisions in due course, at which point it is more appropriate to unpack the relevant sustainability and/or climate change impacts. The Draft Plan contains Key Moves and actions that have a positive impact on sustainability, for example, enhancing the blue/green network, providing for active travel modes etc.

Risk Management

7.4. There are some risks arising from the adoption/implementation of the recommendations in this report, in that the Draft Plan contains high-level implementation actions, which are currently unbudgeted and the full cost of delivering the vision, Key Moves and actions contained in the Draft Plan is undetermined. The mitigation of that risk is outlined in 7.2 – as staff will prepare budget considerations for the 2027/37 Long Term Plan for Council consideration.

7.5. There are some external risks that could impact on community and stakeholder perception of the Key Moves articulated in the Draft Plan. Matters such as the future of the Pegasus Golf Course and timing of the Woodend Bypass implementation are outside of Council's control and subject to other various external processes. Such risks have been mitigated by clarity provided in the Draft Plan that these matters are outside of the Plan's scope. This will also be made clear in communications that will accompany the Draft Plan for public consultation. Having a well-developed and clear strategic direction for the urban area, informed by stakeholders and the wider community, puts Council in a good stead to respond to matters outside of its control appropriately, within a considered framework.

Health and Safety

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

8. CONTEXT

Consistency with Policy

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

Authorising Legislation

8.2. Local Government Act 2002

Authorising Delegations

8.3. The Council has the authority to approve and adopt new Council strategies and plans.

NORTH EAST WAIMAKARIRI URBAN PLAN

DRAFT FOR CONSULTATION, AUGUST 2026

Shaping the future of Woodend, Pegasus & Ravenswood as one connected community

WAIMAKARIRI DISTRICT COUNCIL



Foreword from the Mayor

I am excited to present this plan for the future of the urban area of Woodend, Pegasus and Ravenswood.

It's called North East Waimakariri Urban Plan: Shaping the future of Woodend, Pegasus and Ravenswood as one connected community, and it's a huge milestone in planning for this unique part of our District that is growing and changing at pace - with new urban areas enabled for growth north of Ravenswood and at east Woodend, and the Woodend Bypass on the cards, for which we are strongly advocating a timely delivery.

This plan is in draft form at the moment and is for the community to comment on – your thoughts will help to form our final plan. Once a final plan is adopted by Council, it will supersede our 2013 Woodend Pegasus Area Strategy, which has provided a guiding decision-making framework for Council over the last 10+ years.

We've surveyed our community and have spoken to partners, many key stakeholders and agencies before putting pen to paper. We've heard what's important - the area's natural environment, recreation opportunities, community feel and lifestyle, while some common concerns shared relate to traffic and connectivity, and a loss of rural character.

We need to think carefully about how to manage growth and change, and about what our community needs going forward. Having the right infrastructure in place to respond to growth is important, while also recognising the character and roles of our unique centres.

Our draft plan responds to key challenges and opportunities for this important urban area and puts forth a vision for the future: A thriving connected community with a strong sense of place and a prosperous future, enriched by its environment.

This draft plan proposes Key Moves – our priority initiatives – that we believe collectively can bring our vision to life. They provide the platform for real change, and an important decision-making framework for Council and stakeholders going forward.

We are thankful for the many contributions made by partners, agencies, groups and individuals that have helped us get to this point. This draft plan is also underpinned by expert advice and technical information.

Now we want to know if we have got it right and hope you will share your views with us.

We look forward to your feedback.



Dan Gordon
Mayor of Waimakariri District

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PART 1: INTRODUCTION & BACKGROUND

Introduction

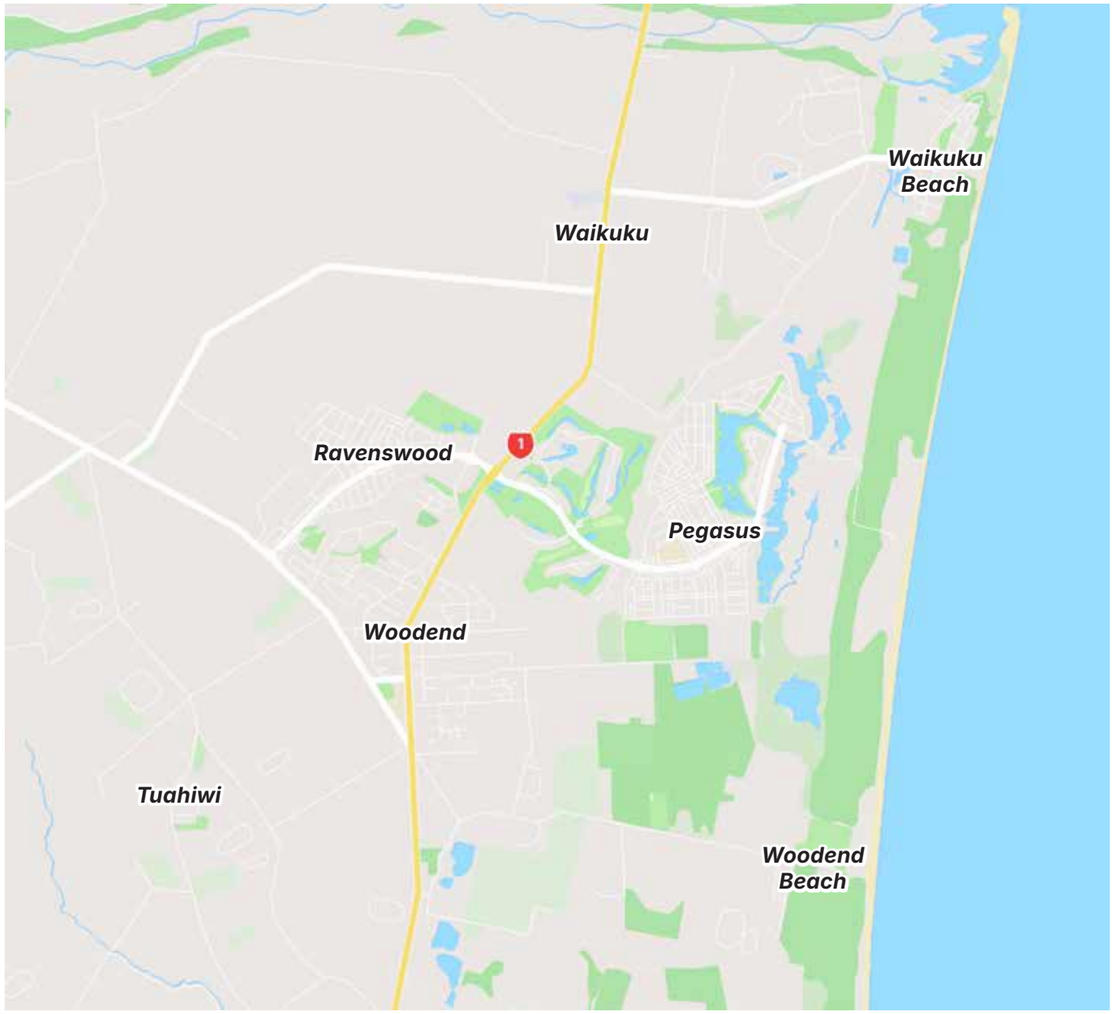
What is the draft Plan?

The draft North East Waimakariri Urban Plan: Shaping the future of Woodend, Pegasus and Ravenswood as one connected community (the draft Plan) provides the framework to manage and shape the future of the Woodend, Pegasus, Ravenswood urban area. Drawing on the previous Woodend Pegasus Area Strategy (2013), the Plan takes account of the significant change that has occurred since 2013, the anticipated growth in the area, signalled transport changes and evolving community needs to set out an updated vision, Key Moves and actions for the next 10–15 years.

Where does the draft Plan apply?

The draft Plan's focus is the urban areas of Woodend, Pegasus and Ravenswood and the areas between. The geographic area extends from south Woodend to Waikuku in the north and from Woodend Rangiora Road to the eastern edge of the urban area.

The wider Woodend, Pegasus, Ravenswood area is shown below. While the focus is on this defined urban area, this draft Plan recognises and acknowledges that there is a much wider catchment at play. Particularly for retail, recreation and social cohesion, the urban area's catchment extends to the beach settlements, Tuahiwi, Waikuku and likely beyond.



Draft Plan on a Page

OUR VISION FOR THE FUTURE

A thriving connected community with a strong sense of place and a prosperous future, enriched by its environment

OUR STRATEGIC OBJECTIVES FOR THE AREA

1. To celebrate and integrate the rich cultural history into place
2. To create a cohesive, sustainable and well-connected urban environment
3. To establish a recognisable, thriving and people-focused commercial heart
4. To make the most of major transport network changes
5. To design for growth and change in ways that strengthen local character and identity, and celebrate the natural environment
6. To integrate public spaces and the green space network
7. To create vibrant, people-focused environments that thrive socially and economically over time

OUR KEY MOVES — THE PRIORITY STRATEGIC INITIATIVES

Land Use & Urban Structure	Community & Open Space	Connectivity
1. Define complementary centres with individual identity and character	1. Strengthen and connect the blue / green network	1. Transform SH1 / Main North Road into a high amenity urban boulevard
2. Promote a people-focused Ravenswood town centre	2. Establish a signature nature recreation hub at Gladstone Park	2. Create a second access to Pegasus
3. Advocate for greater housing choice and variety in key locations	3. Cluster community, arts, culture, and play facilities in strategic locations on or near the urban boulevard	3. Establish Gladstone Road as an east – west green boulevard
4. Enable self-sustaining communities	4. Explore demand for an additional Sport and Recreation Reserve	4. Improve fine-grained local connectivity between centres and neighbourhoods
		5. Enhance the amenity of Bob Robertson Drive
		6. Complete strategic cycling links within the local and district network
		7. Explore innovative and realistic public transport solutions

What the draft Plan doesn't cover

While there are many issues and opportunities that are important to the local community, this draft Plan can't cover everything. For some topics there are separate work programmes in progress that already focus on these — for example climate change adaptation in our coastal communities and Pegasus Lake water quality. Some other issues are too uncertain to address through this draft Plan at this time, or there are more appropriate processes that play a factor — for example the future of the Pegasus Golf Course.

Specific topics not covered by this draft Plan include:

- Natural hazards and hazard related coastal issues
- Activities within the Tūhaitara Coastal Park
- Pegasus Lake water quality
- Future urban rezonings
- District Plan zoning appeals
- Development within Māori Reserve 873 (Tuahiwi)
- The future of the Pegasus Golf Course
- The alignment, planning and timing of the Woodend Bypass

Why do we need a Plan?

The Woodend, Pegasus, Ravenswood area has grown considerably since the Council adopted its first Woodend Pegasus Area Strategy in 2013 — it is the fastest growing area of the Waimakariri District. Furthermore, the recent Waimakariri District Plan review zoned significant additional areas for residential growth, both to the east and north of the current urban boundaries. This means the urban area is already enabled to expand further. It is important that the Council and community prepare for this growth to ensure it successfully knits into the existing urban area and necessary services, such as greenspaces and walking and cycling connections, are provided.

In addition, the Government's Woodend Bypass project has now progressed through to detailed planning stage and once completed will alter how we access the area. Construction timing is subject to central Government funding decisions and the Council is strongly advocating for a timely delivery. In addition to ensuring this project is properly planned for, the Woodend Bypass project creates opportunities to enhance the current Main North Road environment through the heart of Woodend once traffic numbers have reduced. This is a significant opportunity to redefine how this transport spine is utilised, looks and feels.

In addition to the changes identified above, the actions from our original 2013 Woodend Pegasus Area Strategy have largely been completed. A refreshed vision for the area, together with a set of strategic initiatives and actions is warranted to look to the future and appropriately drive growth and change for the betterment of the area.



How was the draft Plan developed?

This draft Plan has been developed by the Council with the help of key stakeholder input, views of the wider community, and specialist urban design support. We undertook considerable early engagement to ensure that the directions we include in a draft Plan for public consultation meet the community's aspirations and address key issues and concerns that have been shared. The inputs from the Woodend Sefton Community Board, Council's District Planning and Regulations Committee, and particularly our dedicated External Stakeholder Advisory Group have been critical in this project.

The below provides an overview of the key steps involved in developing and ultimately confirming a Plan. We are now seeking the wider community's feedback on this draft Plan, before we consider what we've heard and update the Plan accordingly.

Project Timeline

2025 Project inception, scoping, planning, information gathering, engagement with partners

2025 — From Aug 2025 onward: targeted stakeholder conversations to understand development intentions, issues and opportunities

2026 — March 2026: Community early engagement survey launched

2026 — April – May 2026: Workshops with the External Stakeholder Advisory Group

2026 — Jun – Jul 2026: Draft Plan preparation

2026 — Aug – Sept 2026: Draft Plan consultation — WE ARE HERE!

2027 — Oct 2026 to Feb 2027: Plan confirmation and adoption

2027 — Feb 2027 onward: Plan implementation

What is the External Stakeholder Advisory Group?

This group comprises community representatives, agencies, business leaders and developers, and Community Board and Council elected members. It was established by the Council to provide local advice on the area, and test ideas that could be incorporated into a draft Plan. The key way the Advisory Group was engaged was through two facilitated Inquiry-by-Design workshops held onsite in Woodend.

Setting the Scene

The Cultural & Conservation Landscape

The Woodend, Pegasus, Ravenswood area is part of a wider cultural landscape with cultural associations that stretch back over centuries. Ngāi Tahu, and before them Ngāti Mamoe and Waitaha, had settlements among, and gathered resources from, the coastal areas and the network of springs, waterways, swamps, grasslands and lowland podocarp forests.

The land on which Pegasus is sited, as well as the surrounding land and waterways, has profound historical and cultural importance for Ngāi Tūāhuriri, a principal hapū of Ngāi Tahu.

The site of the ancestral Kaiapoi Pā, established in the 17th Century by the significant Ngāi Tūāhuriri ancestor Turākautahi, second son of Tūāhuriri after who the hapū take their name, lies immediately to the north of Pegasus.

Kaiapoi Pā was significant both for its size and position within the trade network that connected to settlements along the coast, across Kā Pātiki Whakatekateka o Waitaha/The Canterbury Plains, Te Pātaka o Rakaihautu/Banks Penisular, Te Tai Poutini/ the West Coast and beyond.

While Kaiapoi Pā was a principal settlement within the area, smaller inland settlements also co-existed at sites (among others) along the Cam River and at Tuahiwi. Tuahiwi was a mahinga kai outpost of Kaiapoi Pā. Primarily an area of gardens, Te Tuahiwi means ‘the back ridge’ — the ridge was the traditional dwelling place for the people as the lower lying areas were prone to flooding.

The invasion of Kaiapoi Pā by Te Rauparaha in 1832 rendered the entire area tapu and the Ngāi Tūāhuriri people who occupied the pā sought safety at other



Ngāi Tahu settlements. Tuahiwi and other kāinga in the area lay unoccupied until the threat of war had passed. Many leading Ngāi Tahu families returned to live at Tuahiwi in the 1840s.

As a result of the Canterbury Purchase by Europeans (Kemp’s Deed) in 1848, some 1056 hectares of land at Tuahiwi was set aside for Ngāi Tūāhuriri whānau. This area is identified as Māori Reserve 873 (MR873), and from its establishment Tuahiwi has been the principal area of Ngāi Tahu settlement in North Canterbury.

This draft Plan takes account of the people living in MR873 in terms of the retail catchment and participation in community organisations but does not consider the development of MR873 which is led by Ngāi Tūāhuriri.

Mana Whenua

Ngāi Tūāhuriri are the mana whenua and kaitiaki (guardians) for the Woodend Pegasus area and beyond.

Ngāi Tūāhuriri are the holders of tribal knowledge and have traditional and contemporary relationships with this area. These relationships, formed by generations of close interaction between tangata whenua and the lands, waters and indigenous species, have established a rich cultural heritage in the Waimakariri District. The wāhi tapu, wāhi taonga and mahinga kai sites, other sites of significance and the landscape within which they occur, remain important links for the culture and identity of Ngāi Tūāhuriri whānau today. The relationships that bind tangata whenua with the area are both an ancestral and a contemporary living connection, and necessary to inform the future growth of the Woodend Pegasus area.

Te Ngāi Tūāhuriri Rūnanga is one of the eighteen papatipu rūnanga that comprise Te Rūnanga o Ngāi Tahu and it shares a Memorandum of Understanding with the Waimakariri District Council.

The importance of the cultural relationships for tangata whenua, and the status of Papatipu Rūnanga as kaitiaki and manawhenua of the natural resources within their takiwā, has been recognised through the Te Rūnanga o Ngāi Tahu Act 1996 and the Ngāi Tahu Claims Settlement Act 1998.

The wider Woodend, Pegasus, Ravenswood area contains significant ecological and biodiversity values, with interconnected coastal, freshwater and terrestrial ecosystems, including rare habitats such as sand dunes, lagoons and wetlands. These environments support a range of threatened wildlife, including nationally endangered and at-risk bird species, native lizards, īnanga, eels, koura and freshwater mussels. The area also hosts diverse invertebrate communities and pockets of rare native plants. Ongoing conservation and restoration efforts are helping to protect these species and enhance the health of the area's unique ecosystems.

Three conservation areas were established as part of the Pegasus development: an Eastern Conservation Area (ECA), known as Te Kohanga wetland, which covers a large wetland area to the east of the town, the Western Ridge Conservation Area (WCA), known as Kaitiritiri Ridge, to the west of the town and a smaller Mudfish Conservation Area (MCA). The ECA, WCA and MCA are all land owned by Te Kōhaka o Tūhaitara Trust, having been purchased from the Todd Group in 2018, with transfer formally approved by Te Rūnanga o Ngāi Tahu and Te Ngāi Tūāhuriri in 2020. The future management of this land is protected in a Land Governance Deed signed in April 2012 to which Te Rūnanga o Ngāi Tūāhuriri, Te Rūnanga o Ngāi Tahu, the Council and Pegasus Town Limited, the then developer of Pegasus, are parties.





Adjacent to the ECA is the Tūhaitara Coastal Park, which is managed under the Te Kōhaka o Tūhaitara Trust. This Trust was established under the Ngāi Tahu settlement with the Crown, and the lands were gifted to the people of New Zealand. Immediately to the south of the ECA is the Tutaepatu Lagoon which was a valuable rich source of mahinga kai, particularly tuna (eel) for the people living at the Kaiapoi Pā. In addition, the area surrounding Tutaepatu Lagoon contains the urupā for Turakautahi, who was the founder of the Kaiapoi Pā.

The WCA covers the dune ridge that extends south from the Kaiapoi Pā site between Pegasus and the Pegasus Golf Course land. This area also has very significant historical and cultural values for Te Rūnanga o Ngāi Tūāhuriri. The MCA is a smaller area to the east of the Western Ridge which has considerable natural values because it is home to the endangered Canterbury Mudfish. The governance deed for the WCA also includes provisions for the future management of the MCA.

Any directions set out in this draft Plan that have an impact on features of ecological value and/or these conservation areas must ensure that appropriate ecological and cultural conservation considerations are given and that there are no net loss or adverse effects to biodiversity values. To that end, we are closely liaising with Te Kōhaka o Tūhaitara Trust and ecologists on relevant draft Plan components.

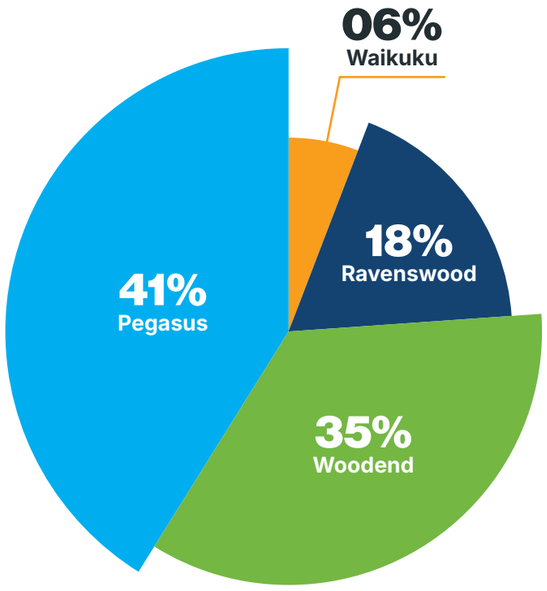
The Area's Growth & Change

While Woodend has a long history of settlement, including its pre-European links, it has also seen significant growth during the last years of the 20th Century. In 1981, Woodend had a population of just 987 people, though the 1990s saw some growth.

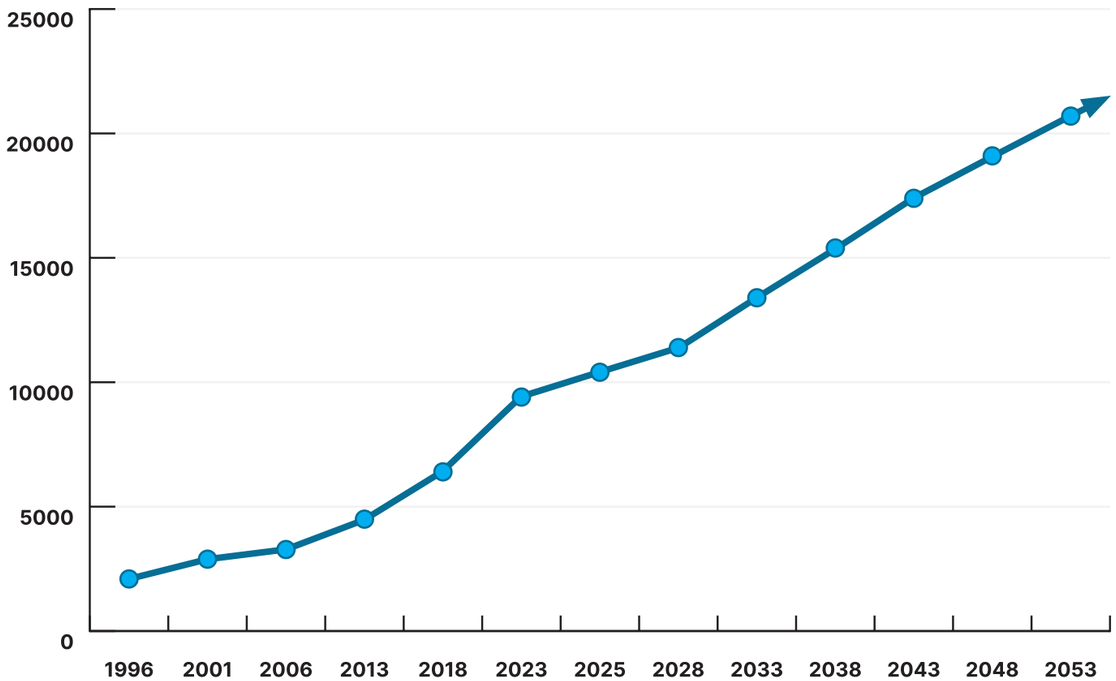
The proposal to develop the then new town, Pegasus, was approved in 2003 and in 2012, the farm to the north of Woodend, now Ravenswood, was rezoned for residential and business development. More recently through the Waimakariri District Plan review, close to 150 additional hectares of land located north of Ravenswood was rezoned for residential activity. This new Gressons Road development is projected to provide another 1,500 residential lots, together with a community (small commercial) node. The scene setting map shows the extent of the residential areas (shown in yellow/ orange) together with new area's related Outline Development Plans.

The population of the wider urban area, including Woodend, Pegasus, Ravenswood and Waikuku climbed from around 2,100 in 1996 to over 10,000 by 2025. The area's population is projected to reach around 20,700 by 2053 (under a high population growth scenario), with roughly 8,400 households. Such projected growth would place it as the second most populated urban area in the District following Rangiora. The area now accounts for about 15% of the District's population.

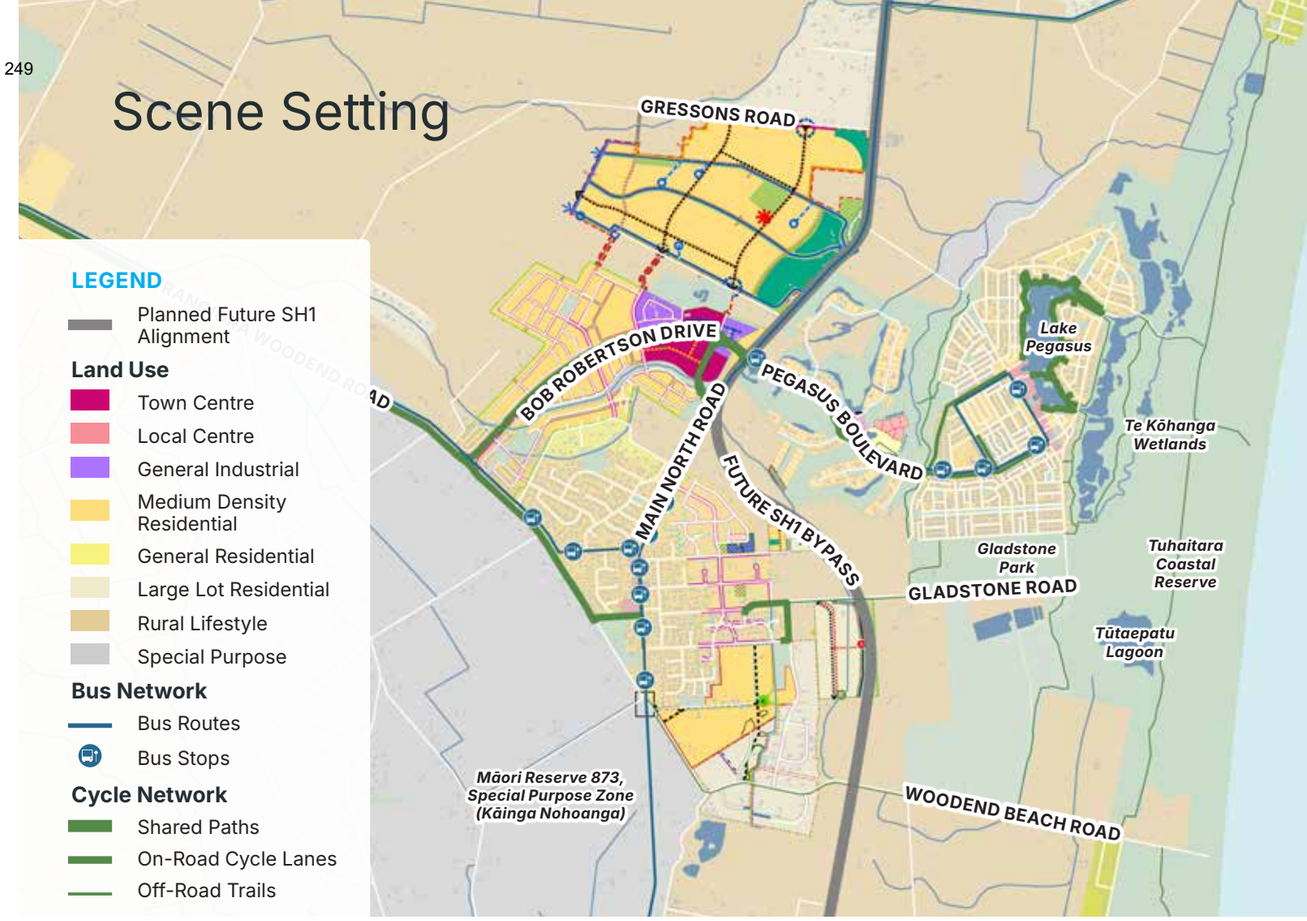
Population by area — 2025 estimates



Woodend, Pegasus, Ravenswood, Waikuku: Population, estimates & projections



Scene Setting



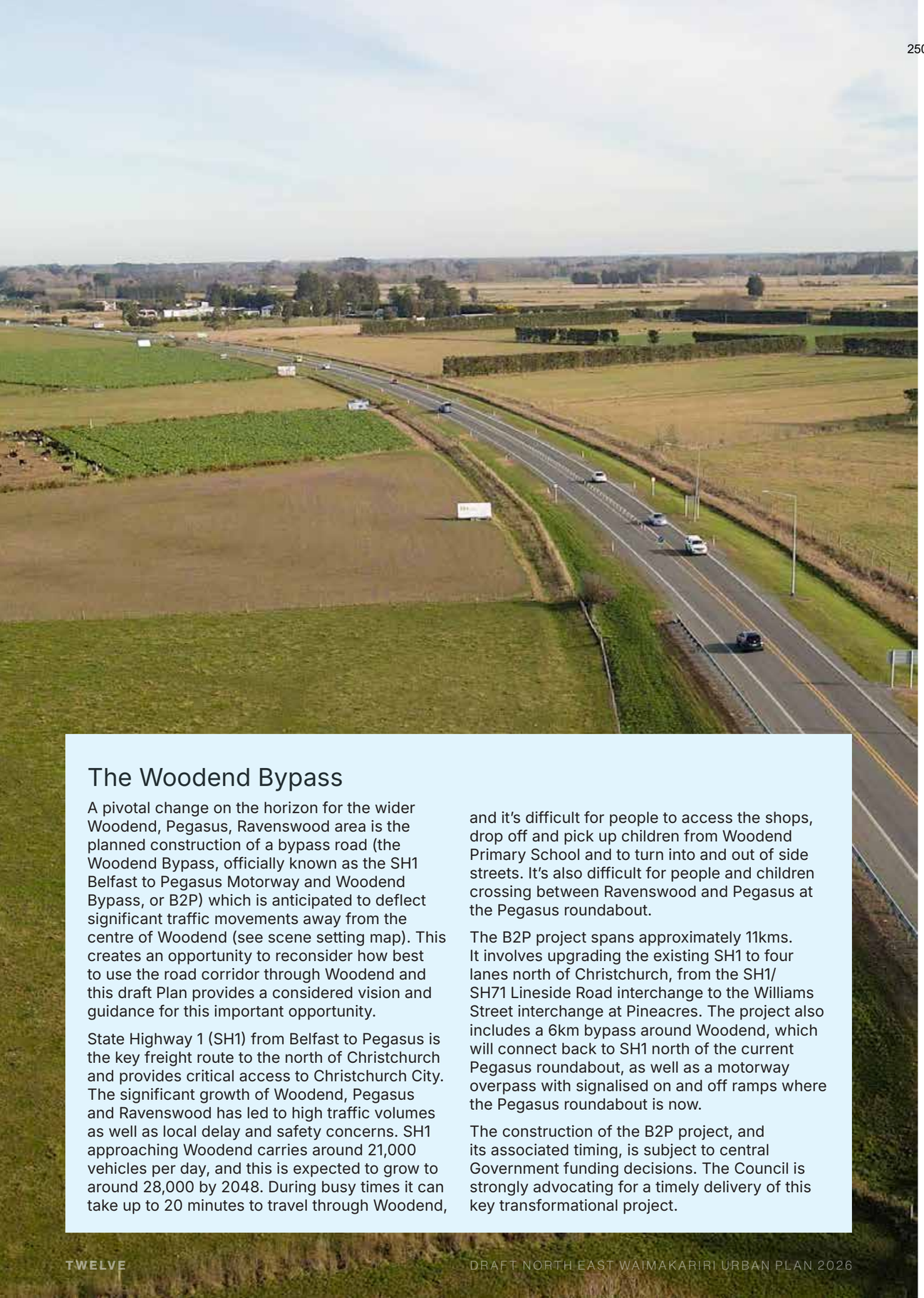
The area has a strong family-oriented profile, where four in five households (80%) are of a one-family composition; this compares to 73% in the wider District. The area is home to more than 20 reserves, over a dozen playgrounds, two community centres (one existing in Woodend, one under construction in Pegasus), two local primary schools (one in Woodend, another in Pegasus) with a combined roll of close to 1000 students, and many local community groups, sports clubs, and faith-based places, bringing together a strong sense of community cohesion.

Healthcare in the Woodend, Pegasus, Ravenswood area is centred around a combination of services, including primary care (Woodend Medical Centre, Pegasus Medical Centre, Ka Ora Telehealth), emergency and urgent care access, and local pharmacies. There is also access to a range of community-based health care services including Hauora Māori services, nursing and HBS services, rural services, mental health care services, maternity and early years support, older persons health care and respite services, and others.

Year on year growth in business units is also strong, with particularly Ravenswood experiencing accelerated commercial growth, reflecting its rapidly evolving role as the key commercial hub for the wider urban area.

A snapshot of the wider Woodend, Pegasus, Ravenswood community

- 2.7 average household size
- 80% one family household composition, 15% one person, 2% multi family
- 83% owner occupied, 17% rented
- 66.5% work within the District, mostly Pegasus and Woodend
- 63% travel to work by car, 26% work from home
- Travel to school by car has increased to 38% over recent years, travel by other modes (e.g. walking cycling, bus) has decreased
- GDP: $199m (6.2% of District share)
- 1,665 jobs in the area (7.4% of District share)
- 678 business units in the area (9% of District share)
- Strong trends for consents for new dwellings, +2,432 last decade



The Woodend Bypass

A pivotal change on the horizon for the wider Woodend, Pegasus, Ravenswood area is the planned construction of a bypass road (the Woodend Bypass, officially known as the SH1 Belfast to Pegasus Motorway and Woodend Bypass, or B2P) which is anticipated to deflect significant traffic movements away from the centre of Woodend (see scene setting map). This creates an opportunity to reconsider how best to use the road corridor through Woodend and this draft Plan provides a considered vision and guidance for this important opportunity.

State Highway 1 (SH1) from Belfast to Pegasus is the key freight route to the north of Christchurch and provides critical access to Christchurch City. The significant growth of Woodend, Pegasus and Ravenswood has led to high traffic volumes as well as local delay and safety concerns. SH1 approaching Woodend carries around 21,000 vehicles per day, and this is expected to grow to around 28,000 by 2048. During busy times it can take up to 20 minutes to travel through Woodend, and it's difficult for people to access the shops, drop off and pick up children from Woodend Primary School and to turn into and out of side streets. It's also difficult for people and children crossing between Ravenswood and Pegasus at the Pegasus roundabout.

The B2P project spans approximately 11kms. It involves upgrading the existing SH1 to four lanes north of Christchurch, from the SH1/ SH71 Lineside Road interchange to the Williams Street interchange at Pineacres. The project also includes a 6km bypass around Woodend, which will connect back to SH1 north of the current Pegasus roundabout, as well as a motorway overpass with signalised on and off ramps where the Pegasus roundabout is now.

The construction of the B2P project, and its associated timing, is subject to central Government funding decisions. The Council is strongly advocating for a timely delivery of this key transformational project.

Strategic Context

WAIMAKARIRI COMMUNITY OUTCOMES

COUNCIL'S STRATEGIC PRIORITIES

GIVE EFFECT TO

Key Regional Policy/ Direction affecting activity:

- Greater Christchurch Spatial Plan
- Kāinga Nohoanga Strategy for MR873
- NZTA's SH1 Belfast to Pegasus Motorway and Woodend Bypass, or B2P

SATISFY/ ALIGN WITH



RESPOND TO

INFORM

Key Local Frameworks:

- District Development Strategy
- District Plan
- Other relevant Council strategies: e.g. Integrated Transport Strategy, Community Development Strategy, Economic Development Strategy, Natural Environment Strategy, Play Active Recreation & Sports Strategy (developing), District Climate Resilience Strategy (developing).

Various Delivery Tools:

- Annual Plan / Long Term Plan / Infrastructure Strategy to secure funding for implementation
- Asset & Activity Management Plans
- Action Plans
- More detailed master / concept / development plans

What we've heard already

Through our wide community engagement survey we undertook early in the draft Plan development process, we garnered the views of the community so that we had an informed platform of local views, priorities, challenges and opportunities, on which to build this draft Plan. Well over 200 people responded to our survey — they key messages we heard were:

- People particularly like the area's natural environment, recreation opportunities, community feel, lifestyle, and amenities
- Common dislikes include traffic and safety issues, a lag in infrastructure, connectivity challenges, limited amenities, environmental concerns, and a loss of the rural character
- Transport priorities particularly called for include better walking and cycling infrastructure and enhanced public transport provision, speaking to a desire for a multi-modal transport system
- Identified community and recreational facility needs to cater for, in line with growth, include more indoor and particularly youth facilities, libraries and community centres, sports and recreation spaces, and green / natural areas integrated into new developments
- Ravenswood's role as the main commercial hub for the area is widely recognised and supported. Post Woodend Bypass construction the community wishes to see Woodend Local Centre evolve into a relaxed, pedestrian-friendly village-style centre, while Pegasus centre should celebrate and build on its recreation flavour and focus
- Going forward, the community wants growth managed carefully, infrastructure invested in early, the rural and natural environment character retained, the lifestyle protected, and local services improved

Key Issues & Challenges

We have listened to our community and worked with our stakeholders and partners to identify the key issues and challenges facing the Woodend, Pegasus, Ravenswood urban area. Through this draft Plan, we seek to respond to these issues in a coordinated and planned way, as well as make the most of the opportunities before us. The key issues and challenges can be broadly summarised against key themes as follows:

Land Use & Urban Structure

- The urban form is fragmented, lacking legibility, clear gateways, and in some places a defined urban/rural edge.
- Significant areas are zoned for further growth, with consequential requirements for integration, connectivity and servicing
- Some areas of green space and stormwater basins interrupt connectivity
- Suburban housing typologies dominate with some terrace housing at Pegasus, giving rise to a lack of housing variability and choice
- Woodend, Ravenswood and Pegasus appear to function as three separate areas, rather than as complimentary places within a wider urban context

Centres

- Ravenswood's commercial area is currently car oriented and its large format retail faces inward, limiting street activation and impacting walkability. Its evolving town centre character is unclear.
- Many Woodend Local Centre shops rely on passing traffic and offer limited amenity
- The Woodend Local Centre and the community's ability to enjoy it is severely affected by the high volume of traffic passing through it
- Woodend's main street is dominated by setbacks, front lot parking and inconsistent building quality
- Ravenswood's Key Activity Centre (KAC) status and the Woodend Bypass project create uncertainty for the future of Woodend Local Centre

Community & Open Space

- Community facilities are dispersed, requiring driving and limiting co-location benefits
- Parks and reserves are provided across the area but could be better connected to their local catchments
- Gladstone Park is a major sports and recreation asset but is underutilised and not well connected to the wider urban area
- A well-located additional sport and recreation reserve may be needed to service the growth areas
- The landscape character is inconsistent in places
- A new primary school is likely required to support the anticipated residential growth
- The local high school is Kaiapoi High School, located approximately 10km from Woodend. There is poor active transport / cycling connectivity to Kaiapoi, but public transport is available at appropriate times.

Connectivity

- Currently, the State Highway 1 acts as both a spine and a barrier to movement, creating a severance for the local community
- Street networks favour vehicle travel, making cars the most convenient mode
- There is only one vehicle access in and out of Pegasus, which significantly limits connectivity between the urban areas
- There is limited and interrupted connectivity between the Ravenswood commercial area and Woodend
- Walking and cycling infrastructure is inconsistent — cycle networks are improving, but gaps restrict continuous, safe access
- Public transport coverage is limited
- Future overpasses of the local Gladstone Road and Woodend Beach Road reduce connectivity
- The construction timing of the Woodend Bypass is still subject to central Government funding decisions





PART 2: THE ‘PLAN’

This section sets out our plan for the Woodend, Pegasus, Ravenswood area. In doing so, it responds to the key drivers set out in Part 1, the area’s unique character and qualities, our wider strategic context, known local issues and challenges, and real opportunities for change for the better.

Our plan provides a vision for the area’s future, together with aspirational strategic objectives which translate the vision into more tangible goals.

Vision

A thriving connected community with a strong sense of place and a prosperous future, enriched by its environment

Strategic Objectives

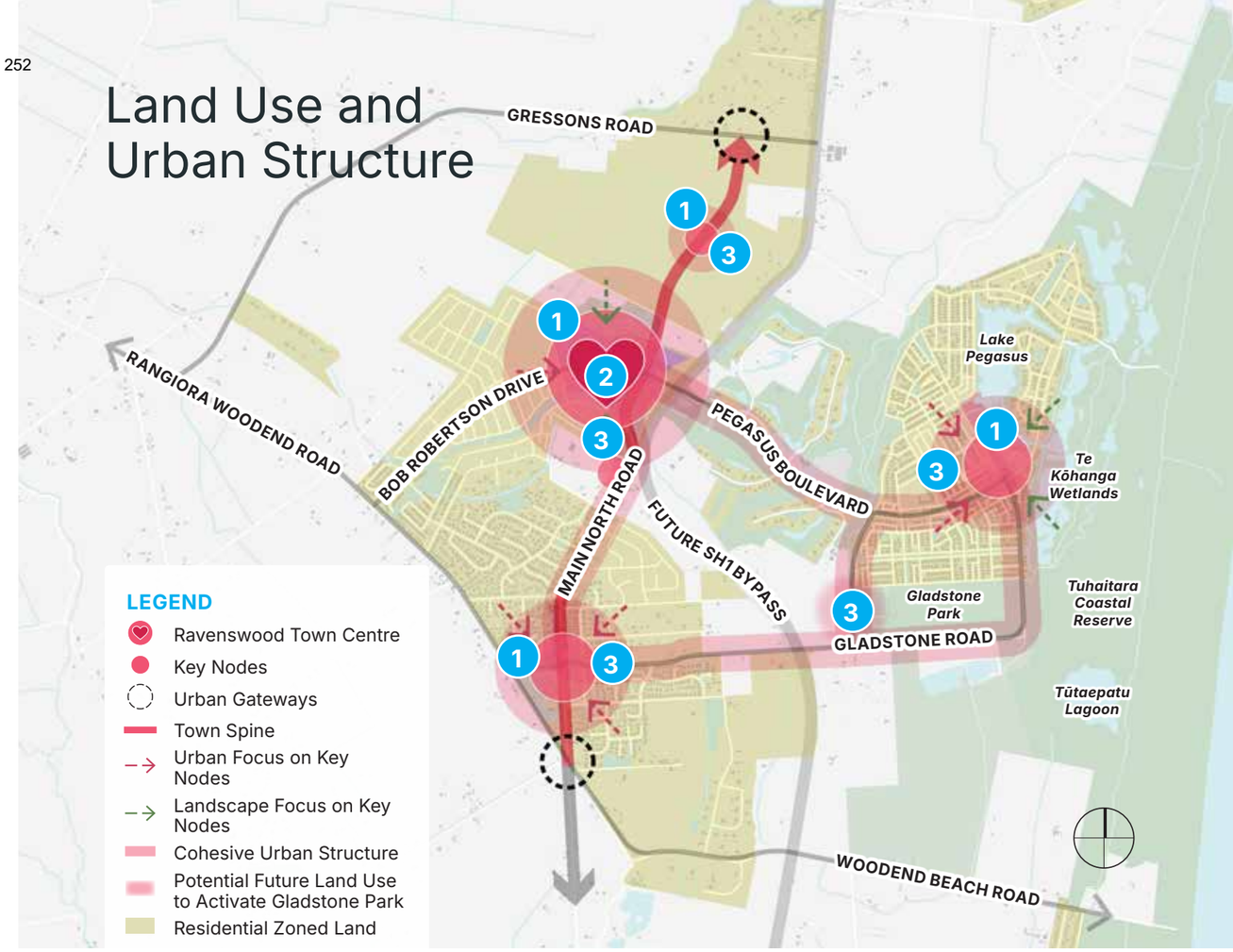
1. To celebrate and integrate the rich cultural history into place
2. To create a cohesive, sustainable and well-connected urban environment
3. To establish a recognisable, thriving and people-focused commercial heart
4. To make the most of major transport network changes
5. To design for growth and change in ways that strengthen local character and identity, and celebrate the natural environment
6. To integrate public spaces and the green space network
7. To create vibrant, people-focused environments that thrive socially and economically over time

Key Moves

To bring our strategic objectives and ultimately our vision to life, we’ve identified fifteen Key Moves, across three focus themes of Land Use and Urban Structure, Community and Open Spaces, and Connectivity. The Key Moves are essentially our priority strategic initiatives, and each is accompanied by actions set out in Part 3.

Our Key Moves are highly visible, tangible and seek to bring about real change as our community continues to grow and other key influential shifts come to fruition. Together, the Key Moves have the potential to truly transform the Woodend, Pegasus, Ravenswood urban area into a place that is flourishing, connected, prosperous and celebrated by its community.

Land Use and Urban Structure



1. Define complementary centres with individual identity and character

This Key Move focuses on establishing clear and complementary roles for Ravenswood Commercial Centre and Woodend and Pegasus Local Centres. Each centre would have a distinctive character, cultural expression and economic function based on their existing strengths and opportunities, together with their unique urban and natural landscape context around each.

For Ravenswood this will include strengthening the function of the centre as the commercial hub for the wider community. This resonates with Ravenswood’s status as a Key Activity Centre (KAC) under the Canterbury Regional Policy Statement, which recognises it as a focal point for employment, community activities and transportation, designed to support intensive, mixed-use development. Accordingly, the District Plan zone for Ravenswood’s centre is that of Town Centre status, while both Woodend and Pegasus centres are zoned Local Centres, designed for smaller scale local shopping areas.

Given the development of the Woodend Bypass, Woodend Local Centre would move away from a high reliance on passing trade towards a centre which provides for the daily needs and amenities of surrounding neighbourhoods. For Pegasus the focus would be further reinforcing its role as a lifestyle and recreation focused centre influenced by the lake and connections to the natural environment.

Given the opportunities the Woodend Bypass and subsequent revocation of the Main North Road corridor through the heart of Woodend poses, we’ve considered what shape and form this centre should take — this Key Move therefore interfaces with Key Move 1 under ‘Connectivity’.

The following outline the role of each centre and the key character and identity features that will assist to support their future success and contribute to an intrinsic representation of place.







Woodend Local Centre

Role of centre: Woodend would serve as a local centre with a community village character.

Key features could include:

- A local village character and identity with a focus on community activities centred around the existing community centre and primary school.
- Provision for arts, craft and culture within existing and new buildings, including opportunities for a farmers/craft market.
- Learning and education opportunities drawing upon local education and community facilities.
- Place-based public realm design including the redesign of the main street with a greater people-focus and enhanced connections with the beach.











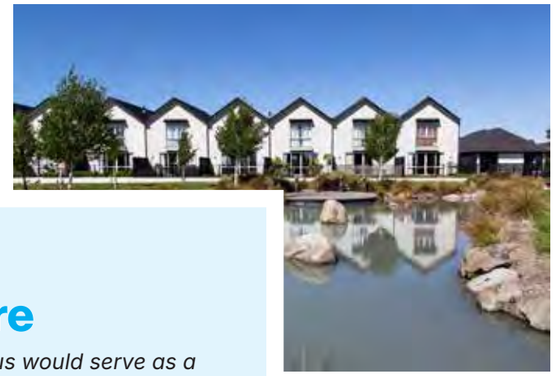














Pegasus Local Centre

Role of centre: Pegasus would serve as a neighbourhood centre with a lifestyle focus.

Key features could include:

- A neighbourhood hub that meets the needs of the local community, with provision of local shops, community activities and access to the natural environment.
- A lifestyle and recreation focus centred around the lake and pedestrian and cycling connections to conservation areas and the beach. This includes lakefront concerts, movie nights and other events.
- Small scale buildings which front local streets and public spaces.





















Ravenswood Commercial Centre

Role of centre: Ravenswood would serve as the key commercial centre for the area.

Key features could include:

- A variety of retail, hospitality and commercial offerings.
- A town square activated by small scale shops, bars and restaurants and connected by laneways and high quality town centre streets.
- Integration of the Taranaki Stream landscape and pedestrian and cycle facilities into the centre along with 'play-along-the-way' opportunities.
- Place-based public realm design drawing on local storytelling.
- Medium density housing adjoining the centre and Taranaki Stream to support its vitality, whilst protecting the stream's function, values and integrity as a Ngā Wai.







2. Promote a people-focused Ravenswood town centre

This Key Move focuses on advocating for, and influencing where possible, a high amenity, adaptable and people-focused Ravenswood town centre. This means ensuring any future public spaces are of high quality and actively working with the centre's developers where possible to achieve good centre development outcomes for the benefit of the wider community. Inclusion of small and medium scale local shops, attractive pedestrian connections, a new town square and other town centre amenities such as play facilities and public toilets would support this role. A new town square would provide space for events, markets, and everyday social activity, activating the centre, creating economic spin-off benefits, and supporting community connection. Such activities also closely align with aspirations articulated in Council's Community Development Strategy.

Attractive and considered development would integrate with the immediately adjacent Taranaki Stream corridor — an important green space in the local context and a culturally important waterway — which would provide key walking and cycling connection opportunities directly to this key centre.

Significant additional land was zoned for town centre activities in Ravenswood through the recent District Plan review and it is important to seek a good development outcome where possible. What makes a great town centre is not just about shops, parking and access. It is also about inviting outdoor settings that incorporate the character and quality of the town, attractive and inviting ground floor uses in buildings, strong pedestrian environments that encourage walking and spending time in the centre, opportunities for public art and landscaping, and a wide range of activities and services that bring people together and add vibrancy.

3. Advocate for greater housing choice and variety in key locations

This Key Move focuses on supporting future housing intensification around the commercial centres. In particular, this includes promoting greater housing choice, including more affordable housing, following the revocation of SH1 and as part of future development in Ravenswood and Gressons Road. This includes opportunities to investigate the potential for future land uses to assist in activating Gladstone Park, promoting greater natural supervision of this key recreation space and better connecting it into the urban area.

The Government has enabled significant housing capacity through intensified land use in residential areas. This means the ability to provide housing choice, through measures such as smaller sections and smaller built footprints, already exists. However, we can play a role in supporting, promoting and advocating for denser housing in key areas where it makes particular sense, such as around key commercial, community or recreational nodes, or where older housing stock redevelops over time. Housing choice in key locations not only significantly enhances people's access to hubs and essential services, but also creates improved economic vitality, reduced environmental impact, enhanced social equity, and increased infrastructure efficiency. While in general, the Woodend, Pegasus, Ravenswood urban area has a family-oriented profile, the overall nationally and District demographic trend is one of an aging population and single-only or couple households — this is where diverse housing options becomes even more important going forward.

4. Enable self-sustaining communities

This Key Move focuses on enabling people to meet their everyday needs within their community without the need for long distance travel to other nearby towns or Christchurch. This will include planning for education, employment, recreation, health, and aging in place by aligning land use and influencing and advocating to meet future demand for schools, community facilities and employment opportunities across the urban area.

While the Council is a provider of community and recreation facilities, and we can forward plan to meet the needs of a growing community to enable self-sustainability accordingly, partner organisations and agencies, such as the Ministry of Education, Health New Zealand | Te Whatu Ora and others respond to future demands for schools, health care facilities and other important services. We will endeavour to work in close partnership with key agencies, in the context of wider regional spatial planning projects and otherwise, to keep agencies well-informed and to ensure the needs of this local community are appropriately advocated and planned for.

Community & Open Space

GRESSONS ROAD

BOB ROBERTSON DRIVE

MAIN NORTH ROAD

FUTURE SH1 BYPASS

GLADSTONE ROAD

WOODEND BEACH ROAD

Lake Pegasus

Te Kōhanga Wetlands

Gladstone Park

Tuhaitara Coastal Reserve

Tūtaepatu Lagoon

LEGEND

- Clustering of social infrastructure
- Nature Recreation hub
- Key Boulevards
- Walking / Cycling Tracks
- Recreation Loop
- Strengthened Blue / green network
- Future Open Space
- Future Stormwater

Existing Key Features

- School
- Community Facility
- Church
- Walking / Cycling Routes
- Sport and recreation ground
- Dog Park

Potential Future Key Features

- Playground
- Walking / Cycling Routes
- Adventure Play Experience
- Town Centre Public Square

1. Strengthen and connect the blue / green network

This Key Move focuses on enhancing and connecting waterways, green corridors, Woodend Forest Park, and coastal environments to support ecology (and ecosystem services), recreation, cultural history, and active transport across the wider urban area. This will include investigating opportunities to improve the health of waterways, connect green infrastructure for biodiversity conservation and ecosystem service provision, and provide new walking and cycling connections within existing blue / green corridors without impacting the intrinsic ecological function.

Blue / green networks are not necessarily located on Council land. Advocating for the provision of new blue / green corridors which contribute to an integrated network as part of future developments will also strengthen a sense of community and wider connectivity. Through the Council's Natural Environment Strategy, we have committed to working together to ensure Waimakariri's natural environment is valued, protected, restored and celebrated. This includes, among many things, enhancing natural connections. Where any potential blue / green network enhancement opportunities lie within land owned by Te Kōhaka o Tūhaitara Trust, we will support, enable and partner with the Trust as appropriate, recognising the importance of ensuring that fitting ecological and cultural conservation considerations are given, and that any opportunities align with the policies and directions of the Tūhaitara Coastal Reserve Management Plan.





2. Establish a signature nature recreation hub at Gladstone Park

This Key Move focuses on establishing a nature recreation hub at the eastern extent of Gladstone Park (which is currently undeveloped), linking organised sports, adventure play, Woodend Forest Park, and the coastal area, while balancing ecological protection, cultural values and use. This would reinforce Woodend Beach as the gateway to the wider recreation opportunities for trail users arriving from the south, celebrate, enhance and build on the established walking and cycling tracks in the vicinity including exploring with Te Kōhaka o Tūhaitara Trust opportunities for potential east–west connectivity within the coastal area, and utilise wayfinding signage to direct people to Gladstone Park and related facilities.

This hub would celebrate both the existing facilities in this area but also look to introduce new activities that will support it as a future destination for locals and the wider community. Strengthened recreation links also enhance and integrate connectivity to the renewed Woodend Beach 'destination' Playspace, as well as to the popular Pegasus Beach access, viewing platform and facilities, linking the park to the beach environment and recreational offering.

A hub at Gladstone Park would play an important role of appropriately intensifying and encouraging further activation of this key recreation asset, and elevate the Park's role in the wider urban context of the Woodend, Pegasus, Ravenswood area.

As part of the hub, opportunities for activities which encourage adventure and build a greater appreciation for the natural environment will be investigated, such as a tree top walk, viewing tower, bug hotel, mountain bike jumps, and a pump track.

While the Council owns the land at Gladstone Park, a signature recreation hub would not be solely delivered by Council. There are opportunities for private sector interest and investment to help bring this Key Move to life. We will also work with partners such as the Department of Conservation and Te Kōhaka o Tūhaitara Trust, who both own portions of the Woodend Forest land, to ensure that any possible future activities appropriately protect ecological and cultural conservation values.

Tūtaepatu Lagoon located within Tūhaitara Coastal Park, is culturally significant and tapu, as are the wetlands, and any potential future activities in the area must be carefully considered and managed. Working closely with Te Kōhaka o Tūhaitara Trust is central to this Key Move, including exploring east-west connectivity opportunities that could enhance recreation and celebrate the Coastal Park. Any options would be jointly developed with the Trust and must align with its cultural and ecological assessment, while protecting and enhancing the Park's Mauri and natural and cultural values.

Nature Recreation Hub













Lake Pegasus

Te Kōhanga Wetlands

Tuhaitara Coastal Reserve

Gladstone Park

Tūtaepatu Lagoon

FUTURE SH1 BYPASS

GLADSTONE ROAD

WOODEND BEACH ROAD

The potential features of the hub could include:

1. Tree top walkway
2. Viewing tower and coastal landmark feature
3. Bug hotel
4. Sculpture walk
5. Nature play space and place-based wayfinding
6. Mountain bike jumps / pump track and trails

3. Cluster community, arts, culture, and play facilities in strategic locations on or near the urban boulevard

This Key Move focuses on locating multi-purpose community hubs, arts and learning spaces, and innovative play areas along the urban boulevard to maximise accessibility, visibility, and shared use. This includes clustering of existing and future social infrastructure at Woodend Local Centre and Ravenswood Commercial Centre. It also includes advocating for the establishment of community and recreation facilities as part of supporting the future Gressons Road community.

Clustering community, arts, culture, and play facilities along the urban boulevard creates a vibrant, walkable civic spine. This strategic placement drives economic revitalisation, boosts social cohesion and inclusivity, and enhances public health through accessible active recreation and pedestrian-friendly infrastructure. The co-location benefits of key facilities are also realised, bringing with it highly accessible, multi-use destinations, improving daily convenience, reducing transport emissions by consolidating trips, and fostering social cohesion. This approach also optimises land use and potentially reduces infrastructure costs.

The Council has previously identified the need to investigate the development of a new community facility in the Woodend, Pegasus, Ravenswood urban area, to continue to meet the demand of this growing community. Locating any such future facility, as well as play opportunities (including 'play-along-the-way') and other social infrastructure along the urban boulevard would help bring this Key Move to life.





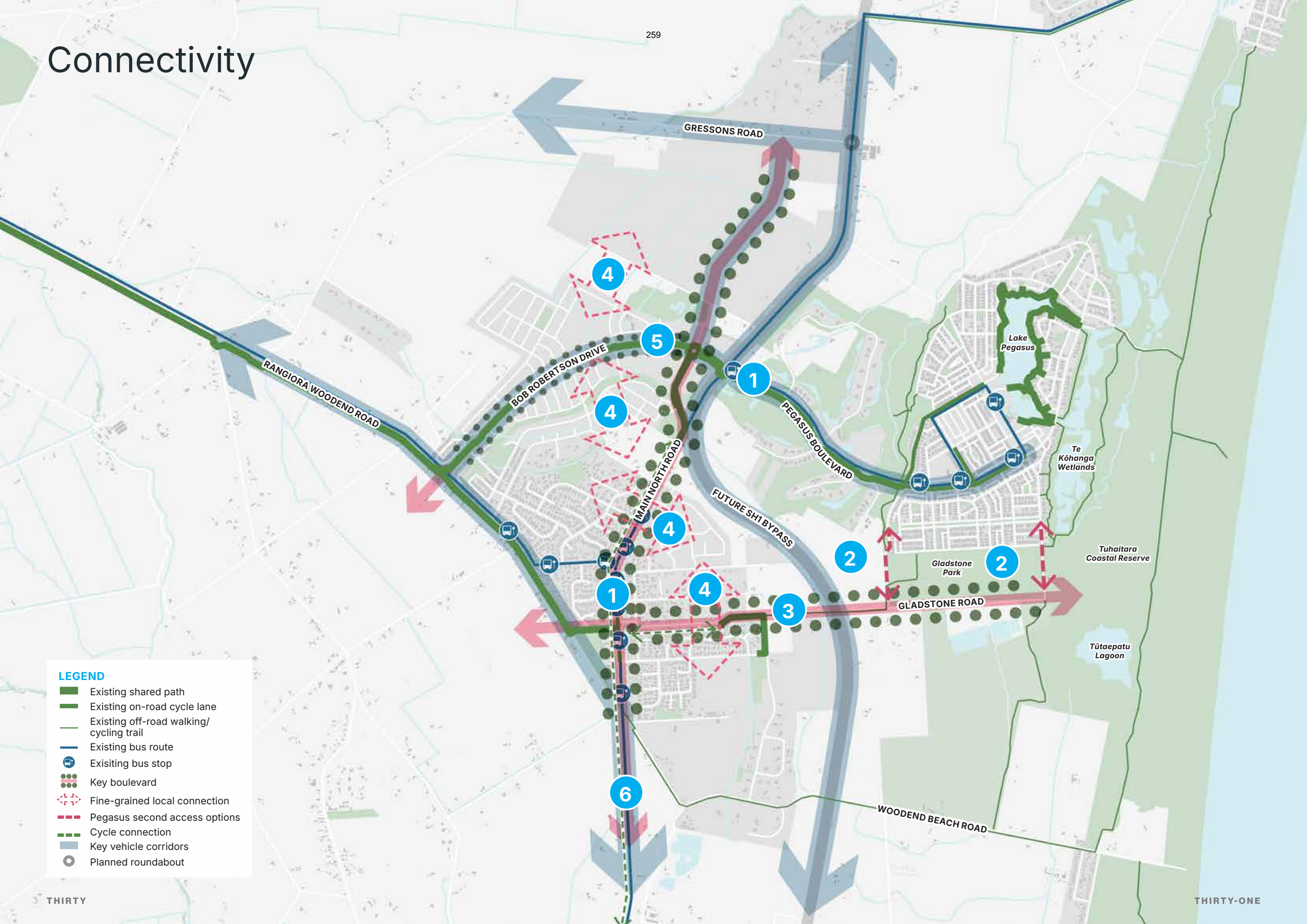
4. Explore demand for an additional Sport and Recreation Reserve

This Key Move focuses on assessing the demand for a potential additional at-scale Sport and Recreation Reserve within the Woodend, Pegasus, Ravenswood area to meet the needs of the growing local population. Exploration would include careful consideration of a strategic future location to ensure the spatial distribution of existing and potential future reserves is equitable and that they are easy to access.

Whilst Gladstone Park has ample capacity to intensify, the significant growth of the wider area's population, particularly within Ravenswood and in the future, within the newly zoned Gressons Road development, means this key asset creates challenges as people navigate their way to it, due to its relative distance from much of the urban area.

The Woodend Bypass alignment will also create additional physical barriers to the existing asset. It is therefore prudent to be exploring, within the context of this draft Plan, the potential demand for an additional at-scale Sport and Recreation Reserve to cater for growth and equitable access. While physical creation of another at-scale asset may be some time away, this Key Move puts Council in a good steer to look ahead and respond to the community's wishes for forward thinking community infrastructure planning.

Connectivity



1. Transform SH1 / Main North Road into a high amenity urban boulevard

This Key Move focuses on repurposing SH1 / Main North Road as a destination street with improved walking, cycling, landscape quality, gateways, and centre focused character that reflects history, cultural identity, and future growth. This includes locating multi-purpose community hubs, arts and learning spaces, and innovative play areas along the boulevard to maximise accessibility, visibility, and shared use. Development of an urban boulevard will connect Woodend Local Centre, Ravenswood Commercial Centre, and a future Gressons Road node (community hub) along a cohesive high amenity street, with a focus on targeted investment at key sections of the corridor — in particular where there are more people-focused activities.

Making the most of the opportunity to 'reimagine' Woodend post Woodend Bypass construction and creating the look, feel and character that the community has told us they want to see along a future local Woodend corridor starts now. The community has told us that transforming SH1 / Main North Road into a high amenity urban boulevard is a key priority and one that should be addressed in the short term. While the Bypass construction is likely some years away, (and subject to central Government funding decisions) before the former SH1 / Main North Road through Woodend can be transformed, we want to confirm our vision for this important piece of the urban boulevard. This will then help to shape detailed planning and design later.



Urban Boulevard Vision

There are three distinct sections of the urban boulevard through Woodend: a residential connector between Ravenswood and central Woodend which aligns with residential activities, the Woodend Local Centre housing the core business area, school and adjacent Community Centre area, and the Woodend Southern Gateway, marking the urban area's gateway and arrival point from the south. Each section has a unique role and function and therefore requires its own treatments responding to safety, amenities and future activities in the corridor to create the right street environment outcomes.

This Key Move interrelates with Land Use and Urban Structure's Key Move 1 and we've reflected on what makes a great town centre (including inviting outdoor settings, strong pedestrian environments and opportunities for public art and landscaping) in creating a vision for the Woodend Local Centre corridor section. This, together with a vision for the Residential Connector and Woodend Southern Gateway, are further explored below.

Residential Connector

A people-focused street which enables safe, convenient walking and cycling between Woodend Local Centre and Ravenswood Commercial Centre. The street will be supported by public transport and easy and safe to cross, with a green, high-amenity environment. It will form a cohesive, connected part of a continuous corridor which prioritises people and place.

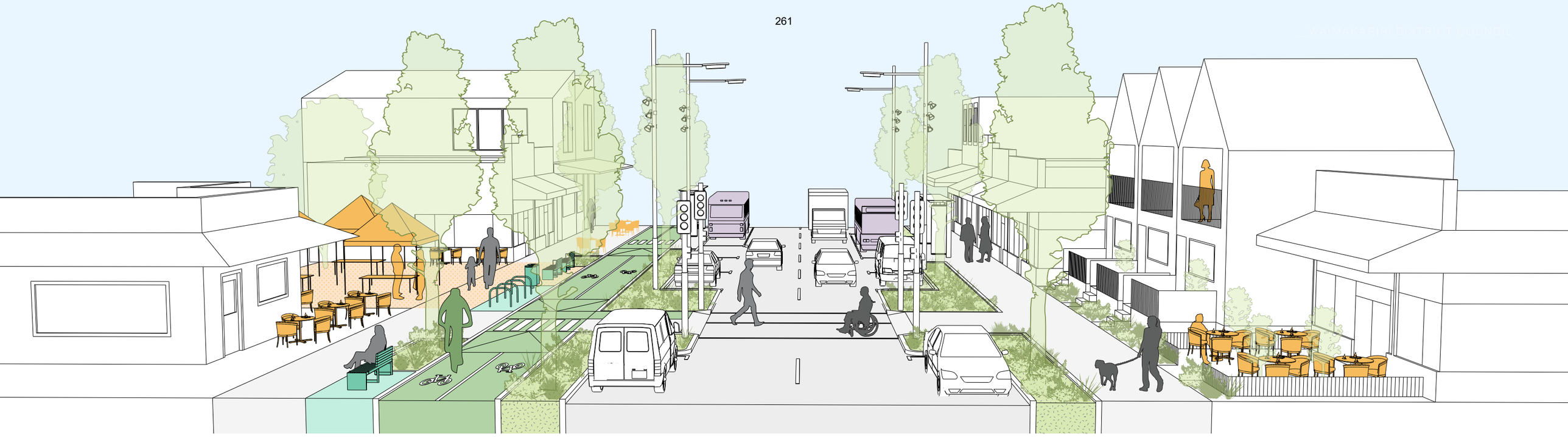
Woodend Local Centre

A 'village feel', relaxed main street which prioritises easy access to local shops and destinations including Woodend School, invites people to spend time and connect, and provides safe, intuitive crossings. The street and its public places will feel cohesive and well-connected, support the ability to live local, and create an attractive and welcoming place where community life thrives.

Woodend Southern Gateway

An attractive and welcoming gateway, marked by distinctive place-based features which signal arrival into Woodend. The street will prioritise safe and convenient walking and cycling, links to the wider district cycle network, and access to public transport. Designed for local movement, it will support a slower, community-oriented environment that enhances safety, connectivity, and sense of place.





Indicative future look and feel of the Urban Boulevard at Woodend Centre

2. Create a second access to Pegasus

This Key Move focuses on creating a new road connection (or potentially multiple) to Pegasus to improve connectivity and enhance network resilience. The most realistic and practical connection options before us are those that were already signalled in Council's 2013 Woodend Pegasus Area Strategy, which have remained unimplemented, adjacent to Gladstone Park. There is already a formed road along the eastern edge of Gladstone Park which could be opened, upgraded and connected to Pegasus Main Street. This Key Move interrelates with the next Key Move that seeks to establish Gladstone Road as an east – west green boulevard (Connectivity Key Move 3).

As either an alternative or additional (later) access, the existing paper road along Gladstone Park's western edge could be utilised to connect to Infinity Drive. These options — which would support vehicle movement, walking and cycling — adhere to the original Pegasus master plan, provide a direct connection to the Pegasus centre, and are supported by our External Advisory Group. They also help to activate and integrate the proposed Nature Recreation Hub. Implementation of a second access is triggered by the timing of the Woodend Bypass construction and is subject to more detailed investigations.

The options shown in this draft Plan use Gladstone Road as an established key east–west connector from SH1 / Main North Road to a new access (or two accesses) to Pegasus at Gladstone Park. In formulating these, we also thought about other possible Pegasus access options from different directions, as well as other existing corridors north and south of Gladstone Road (western end) to connect SH1 / Main North Road with eastern Gladstone Road (and then to Pegasus). In considering other options, it is acknowledged that the existing Gladstone Road alignment has some challenges in terms of access on to Main North Road, and the existing "s-bends". However, despite this, the options included in this draft Plan are considered the most practical and feasible to deliver. We welcome feedback on these, as well as thoughts on any other potential options.

3. Establish Gladstone Road as an east – west green boulevard

This Key Move focuses on reimagining Gladstone Road as a green, people-focused connector linking Woodend Local Centre to existing recreation areas, the future nature recreation hub, and the coastal area, with careful protection of lagoon and natural and cultural values. This would include enhancing cycling facilities, including completing the missing cycling link with Woodend town centre and introducing additional planting and wayfinding along the corridor. Strengthening Gladstone Road as an attractive and mode-friendly connector is also particularly important in light of the local road overpassing (via an overbridge) the future at-grade Woodend Bypass at its junction.

This Key Move interrelates with creating a second access to Pegasus (Connectivity Key Move 2), as it acknowledges the change in function of the corridor into one linking network movements not just to existing connections to the south, but also through to Pegasus to the north. Future street design to enhance the corridor's amenity and active mode facilities needs to be carefully considered in light of additional vehicle movements, to ensure all corridor movement objectives can be met safely.

As noted, overcoming potential challenges with the existing s-bend of the Gladstone Road / Stopforth Street intersection also needs to be thought through and subsequently planned for in more detail, to strengthen Gladstone Road's role as an enhanced boulevard and key connector to the east, including to Pegasus.

4. Improve fine-grained local connectivity between centres and neighbourhoods

This Key Move focuses on creating new connections (roads, walking, and cycling) within and between existing neighbourhoods and future growth areas to improve safety, legibility, and everyday movement. New connections will increase permeability and thus give people choice. Some fine-grained connectivity priority areas include providing better accessibility for Woodend residents and residents of the future Gressons Road development to Ravenswood's commercial centre, enabling cross urban boulevard connectivity, and permeating the network at Woodend east to improve connections to and across an enhanced Gladstone Road boulevard.

Opportunities for fine-grained local connectivity for any future significant land use changes will be actively advocated for and sought to ensure good connectivity outcomes can be achieved, and neighbourhoods are knitted together as best as possible.

Located southwest of Woodend is Māori Reserve 873 which has been zoned for Special Purpose Kāinga Nohoanga. This zoning enables the development of Māori Land for residential purposes, mixed-use facilities and economic activities. We will continue to work with Ngāi Tūāhuriri to support the development of the zone, including the provision of infrastructure and opportunities for connectivity to neighbouring settlements.

5. Enhance the amenity of Bob Robertson Drive

This Key Move focuses on achieving a high amenity character at Bob Robertson Drive, reflecting Ravenswood's identity and surrounding urban area. This includes building on what's already there by potentially introducing further landscape enhancements to improve its visual amenity. It could also include exploring changes to the design, particularly through Ravenwood's commercial area, to assist with speed reduction measures and enhanced pedestrian crossing facilities to support cross corridor connection and ease of access to the town centre as it develops.

The construction of the Woodend Bypass will significantly enhance movement network connections to Ravenswood centre and will see Bob Robertson Drive and Pegasus Boulevard joining up through signalised intersections, with the new Bypass passing via an overbridge above. A high amenity character of this important movement corridor, particularly through Ravenswood's commercial area, helps to define the centre's unique identity and support its success as shoppers and visitors value an attractive and permeable street environment.

Bob Robertson Drive has an important role as a key vehicle corridor in the wider movement network, and this function must be maintained. However, it is also important to explore opportunities that could better enable pedestrians to move across this corridor, and to allow good vehicle access to current and future commercial activities, connecting Ravenswood's key commercial areas.



6. Complete strategic cycling links within the local and district network

This Key Move focuses on completing strategic cycling links within the network. In particular, this would include prioritising high quality cycling connections along a future urban boulevard, completing the 'missing link' along Gladstone Road to the Woodend Local Centre, addressing any residual network gaps in or near the Ravenswood commercial area, and providing a cycling link south to connect to Kaiapoi (and the high school). These linkages take note of strategic routes signalled in the Council's Walking and Cycling Network Plan and will create additional high-quality connections to schools, key destinations and regional routes, closing gaps in the wider active transport network.

Through our early engagement survey, as well as from our External Stakeholder Advisory Group, we've heard that enhancing and expanding the walking and cycling network is an important priority. Completing strategic cycling links creates safer, healthier, and more connected communities and supports mode shift by providing alternative travel choices. This Key Move also closely aligns with Council's commitment signalled in its Integrated Transport Strategy to create a well-connected multi-modal District.



7. Explore innovative and realistic public transport solutions

This Key Move focuses on leveraging growth to influence public transport improvements and connections, including an orbital public transport or innovative on-demand service along key boulevards with connections to wider services. Such services could be delivered by the public or private sector. It also includes investigating the feasibility of providing a multi-modal transport hub in a strategic location along the urban boulevard to accommodate a Park & Ride facility, connecting residents to the city.

People should have a choice when it comes to how they travel. Enabling connectivity through public transport will enhance travel choice for our residents, connect key local and wider destinations, and support community resilience. This becomes particularly important as the Woodend, Pegasus, Ravenswood community continues to grow at pace.

While the Council provides some public transport infrastructure such as bus shelters, public transport services are currently delivered by the Regional Council. In the wider context of public transport planning, regional spatial planning, and/or other strategic partnership projects, we will continue to collaborate with our key partners to advocate for our local community and improve public transport connections, frequency and reliability. This also extends to seeking to enhance intra-District bus services that provide better, additional connections.



_WAIMAKARIRI DISTRICT COUNCIL



The Key Moves

have varying roles in contributing towards the strategic objectives for the future Woodend, Pegasus, Ravenswood area. Collectively, these ultimately support achieving our vision.

	STRATEGIC OBJECTIVES	To celebrate and integrate the rich cultural history into place	To create a cohesive, sustainable and well-connected urban environment	To establish a recognisable, thriving and people-focused commercial heart	To make the most of major transport network changes	To design for growth and change in ways that strengthen local character and identity, and celebrate the natural environment	To integrate public spaces and the green space network	To create vibrant, people-focused environments that thrive socially and economically over time
KEY MOVES	Define complementary centres with individual identity and character	✓	✓	✓	✓	✓	✓	✓
	Promote a people-focused Ravenswood town centre	✓	✓	✓		✓	✓	✓
	Advocate for greater housing choice and variety in key locations		✓	✓		✓		
	Enable self-sustaining communities		✓	✓				✓
	Strengthen and connect the blue / green network	✓	✓	✓		✓	✓	
	Establish a signature nature recreation hub at Gladstone Park	✓				✓	✓	✓
	Cluster community, arts, culture, and play facilities in strategic locations on or near the urban boulevard	✓	✓	✓	✓	✓	✓	✓
	Explore demand for an additional Sport and Recreation Reserve		✓				✓	✓
	Transform SH1 / Main North Road into a high amenity urban boulevard	✓		✓	✓	✓		✓
	Create a second access to Pegasus		✓		✓			✓
	Establish Gladstone Road as an east – west green boulevard		✓			✓	✓	
	Improve fine-grained local connectivity between centres and neighbourhoods		✓	✓				✓
	Enhance the amenity of Bob Robertson Drive		✓	✓	✓	✓		
	Complete strategic cycling links within the district network		✓					✓
	Explore innovative and realistic public transport solutions		✓	✓	✓			✓

PART 3: MAKING IT HAPPEN

Implementation Principles

A number of key principles underpin and provide context for this Plan, shape decisions on investment, and guide Plan implementation.

- Cultural significance: Recognising the rangatiratanga of Te Ngāi Tūāhuriri Rūnanga by continuing to work in partnership and by protecting and enhancing local heritage sites and values of cultural significance.
- Adaptability and flexibility: Putting into place a plan and implementation framework that is adaptable and flexible to change with the pace of development, Government influences and other unexpected factors.
- Feasibility and affordability: Ensuring actions are practical, achievable, and financially sustainable within available resources, by carefully balancing ambition with costs and value for the community.
- Integration: Continually seeking sound integration of the Council's planning and delivery, and the community's needs.
- Resilience and sustainability: Championing resilience and sustainability in planning, design and service delivery to better respond to future change.
- Environmental stewardship: Applying an environmental lens to planning, decision-making and implementation to protect and enhance natural systems and support biodiversity, ecosystem services and nature-based solutions.
- Leadership: Providing good governance and decision-making, monitoring the impacts and outcomes, and managing implementation proactively and efficiently.
- Engaging with Others: Proactively working in a meaningful and coordinated manner with stakeholders such as the community, businesses, partners, government, and others.
- Creativity and Innovation: Proactively seeking opportunities to be creative and innovative when implementing the plan.

Implementation Framework

This draft Plan responds to identified key drivers, challenges and opportunities that are at the forefront of the Woodend, Pegasus, Ravenswood area; it thus provides a framework for the future built on a vision, strategic objectives and a collection of Key Moves. It is not a detailed implementation plan. This draft Plan has been developed based on technical assessments, expert advice, early feedback from the community and in collaboration with key local stakeholders and partners. While it is designed to be aspirational and flexible, it clearly indicates the direction in which the community and Council wish to see the Woodend, Pegasus, Ravenswood area develop over the coming years.

While some of the actions proposed can be undertaken by the Council, others require the buy-in, partnership and support of others — including central Government or partner agencies, businesses, property owners and the development community — or require varying amounts of additional funding. The full cost of implementing the draft Plan is not yet known. Any significant cost for capital works related to implementation will be sought through the Council's Long Term Plan(s) on which the community has a further opportunity to comment.

Ultimately, Council actions contribute towards achieving Community Outcomes, which are the aspirations for the District indicated by the Waimakariri community and articulated in the Council's Long Term Plan. This Plan touches on all Community Outcomes, while also contributing to all of Waimakariri District Council's Strategic Priorities.

Achieving this draft Plan through the actions set out in the following high level implementation table requires a 'programme' approach. A range of initiatives across transport, town centres, greenspace and more are needed to achieve the vision, strategic objectives and Key Moves identified in this draft Plan. Some actions can, or should only, be considered after others are progressed and some initiatives need to be closely interrelated to be successful.

KEY MOVE	ACTION	PRIORITY	KEY PLAYERS
Land Use and Urban Structure			
1. Define complementary centres with individual identity and character	Reinforce the District Plan's town centre zoning for Ravenswowod, and local centre zoning for Woodend and Pegasus through resource consents and private plan changes.	High	Council
	Design Council facilities and street furniture to recognise the roles of the three distinct commercial areas.	Medium	Council
	Advocate with developers, landowners, existing and prospective businesses for activities that reinforce the centre roles, such as community services in Ravenswood and activities that draw on the natural environment in Pegasus.	Medium	Council, ENC, Businesses, Developers, Landowners
	Take account of the Woodend Local Centre zoning as part of the redesign of the Main North Road through Woodend. See Action 1 Connectivity below.	High	Council
	Establish, maintain and share key economic data for each centre	Low	Council, Developers
2. Promote a people-focused Ravenswood town centre	Work with Ravenswood developers to create high quality public spaces and town centre amenities that support fine grained retail and community activities where these meaningfully contribute to enhancing community outcomes.	High	Council, Developers
	Explore the establishment of a new town square co-located near the Taranaki Stream corridor to provide space for events, markets, and everyday social activities, activating the centre, creating economic spin-off benefits and supporting integrating activity with the blue-green network.	High	Council, Developers, Ngāi Tūāhuriri, Public Arts Trust
	Actively work with Ravenswood developers to influence design and development proposals including opportunities to activate Taranaki Stream and include medium density housing adjacent with appropriate setbacks. See also Action 3 Urban Form & Structure below.	High	Council, Developers, Ngāi Tūāhuriri
	Support, enable and encourage events, markets and everyday social activities in public spaces that help to activate the centre and bring people together.	Medium	Council, ENC, Events Sector
	Explore options to improve pedestrian and cycle connectivity to and through the town centre and along Taranaki Stream to connect Ravenswood town centre to the wider urban area.	High	Council, Developers, Ngāi Tūāhuriri

	KEY MOVE	ACTION	PRIORITY	KEY PLAYERS
3.	Advocate for greater housing choice and variety in key locations	Work with the development community to encourage appropriately located residential intensification, such as around key commercial, community or recreational nodes, or where older housing stock redevelops over time.	Medium	Council, Developers, Landowners
		Explore opportunities to provide social housing in appropriate locations, including where informed by the Council's (future) Housing Plan work.	Medium	Council, Kāinga Ora, Other providers, Landowners
		Continue Council's role in the Greater Christchurch Housing Capacity work and advocate our local needs to the wider Partnership appropriately.	Medium	Council, GCP
4.	Enable self-sustaining communities	Advocate for additional community facilities where required to cater for the growing population, such as schools and health care facilities.	High	Council, MoE, Health NZ, others as relevant
		Through Enterprise North Canterbury, work with local developers and businesses to support and grow employment opportunities.	Medium	Council, ENC, Businesses
		Explore opportunities for Council provision of community and recreation facilities through the (developing) Play, Active Recreation and Sports Strategy and subsequent future facilities network planning.	Medium	Council
Community and Open Space				
1.	Strengthen and connect the blue / green network	Advocate for and require where possible the provision of new blue / green corridors, with appropriate setbacks, which contribute to an integrated network as part of future developments.	High	Council, Developers, Ngāi Tūāhuriri
		Identify, map and seek opportunities to enhance the existing blue/green network and create connections where gaps exist, to enable a continuous network.	Medium	Council, Landowners, TKTT
		Work with the Ravenswood developers to create an east-west blue/green corridor along Taranaki Stream, with pedestrian and cycle facilities that integrates into Ravenswood town centre and provides 'play-along-the-way' opportunities, whilst protecting the function and integrity of the Stream as Ngā Wai. See also Action 2 Land Use & Urban Structure above.	High	Council, Developers, Ngāi Tūāhuriri
		Continue to implement the Natural Environment Strategy, including committing necessary funding and working in partnership with groups, to enhance natural connections.	Medium	Council, Developers
2.	Establish a signature nature recreation hub at Gladstone Park	Investigate opportunities to create a recreation hub at the eastern end of Gladstone Park, including opportunities for better connectivity to other recreation and urban areas.	High	Council, The Private Sector, TKTT
		Review the Gladstone Park Masterplan to incorporate the recreation hub concept in the eastern extent of the park, working closely with Te Kōhaka o Tūhaitara Trust.	High	Council, TKTT
		Liaise with the Department of Conservation and Te Kōhaka o Tūhaitara Trust as landowners of Woodend Forest and managers of the Tūhaitara Coastal Park to explore the introduction of additional recreational opportunities in proximity to the 'hub'.	Medium	Council, TKTT, DoC
		Work with Te Kōhaka o Tūhaitara Trust to explore opportunities for east-west connectivity via additional walking/cycling track(s), where any option must align with the Trust's cultural and ecological assessment of the area and support enhancement of the Coastal Park's Mauri (life force), including exploring additional resourcing to support the Trust's involvement.	High	Council, TKTT
		Support Te Kōhaka o Tūhaitara Trust, including through appropriate resourcing, in the implementation of the Tūhaitara Coastal Reserve Management Plan, which includes recreational objectives and associated 'policies' and actions addressing public access, the walking and cycle track network, equestrian route, recreational leases, and associated maintenance etc.	Medium	Council, TKTT
3.	Cluster community, arts, culture, and play facilities in strategic locations on or near the urban boulevard	Investigate opportunities to establish an additional community centre on or near the urban boulevard.	High	Council
		Collaborate with the public and private sector on co-location / clustering opportunities to create multi-purpose destinations (including opportunities in the vicinity of the community facility), including with the education sector, arts, and community groups.	Medium	Council, Community Groups, The Private Sector, Education Sector
		Look for opportunities to implement the Council's Art strategy.	Low	Council
		Explore opportunities for play-along-the-way facilities within the urban boulevard.	Low	Council
4.	Explore demand for an additional Sport and Recreation Reserve	Assess the demand for a potential additional at-scale Sport and Recreation Reserve in the northwestern area to meet the needs of the growing local population, in accordance with the (developing) Play, Active Recreation and Sports Strategy.	Medium	Council, Developers

	KEY MOVE	ACTION	PRIORITY	KEY PLAYERS
Connectivity				
1.	Transform SH1 / Main North Road into a high amenity urban boulevard	Continue to strongly advocate for a timely delivery of the Woodend Bypass and work with the New Zealand Transport Agency on relevant corridor revocation matters, key roles, responsibilities and funding (external to Council) to implement detailed revocation corridor design.	High	Council, NZTA
		Explore bylaw changes and vehicle speed reductions to support the re-imagined corridor.	Medium	Council
		Explore installing additional gateways to create a sense of arrival to the urban area, including reviewing the location of existing gateways as the urban area grows.	Medium	Council
2.	Create a second access to Pegasus	Create a second access to Pegasus by confirming one or two new road connections adjacent to Gladstone Park (to connect to Gladstone Road), in consultation with the community and the Te Kōhaka o Tūhaitara Trust.	High	Council, TKTT, Landowners, Ngāi Tūāhuriri
3.	Establish Gladstone Road as an east – west green boulevard	Working with the New Zealand Transport Agency on the Gladstone Road overbridge over the Woodend bypass, explore location and design options to create a people-focused connector, including cycling connectivity, along Gladstone Road, linking the Woodend Local Centre to Gladstone Park and the future nature recreation hub.	High	Council, NZTA
		Closely liaise with Te Kōhaka o Tūhaitara Trust on any design details in close proximity to culturally and ecologically significant land owned by the Trust (or otherwise)	Medium	Council, TKTT
4.	Improve fine-grained local connectivity between centres and neighbourhoods	Ensure connections committed in existing Outline Development Plans for growth areas are built, and work with developers as necessary on detailed design to ensure wider objectives for a good network (including walking and cycling provisions) are met.	High	Council, Developers
		Actively advocate for (and require as appropriate) fine-grained local connectivity for any future significant land use change proposals as they arise, to ensure the urban area is knitted together and permeable.	High	Council, Developers, Landowners
		Explore opportunities to provide additional pedestrian and cycle connections within and between existing neighbourhoods and future growth areas.	High	Council, Developers
		Require developers to establish footpaths on both sides of roads for new developments and subdivisions in urban zones.	Medium	Council
		Work with Ngāi Tūāhuriri to support the future development within Māori Reserve 873, including connectivity to neighbouring settlements and the provision of infrastructure.	Medium	Ngāi Tūāhuriri, Council
5.	Enhance the amenity of Bob Robertson Drive	In the context of roading changes to support the network to connect to the Woodend bypass, explore corridor enhancement opportunities on Bob Robertson Drive that improve the pedestrian environment and provide pedestrian crossing opportunities, whilst retaining the key vehicle movement function of the street.	Medium	Council, Developer, NZTA
6.	Complete strategic cycling links within the local and district network	Complete detailed design of key cycle connection links, including residual gaps along the main urban boulevard, on Gladstone Road, and south to connect to Kaiapoi (to connect the High School) and undertake necessary engagement as required.	High	Council
		Explore opportunities for additional cycling connectivity along the blue / green network.	High	Council
		Engage with school communities to ascertain travel patterns and explore facilitating active transport modes for students and staff.	Medium	Council, Schools
7.	Explore innovative and realistic public transport solutions	Collaborate with the Regional Council as part of the Greater Christchurch Partnership to improve existing public transport connections, frequency and reliability, as well as seek to expand linkages to key destinations.	High	Council, ECan
		Explore opportunities and trial other innovative transport schemes such as mobility as a service, on-demand public transport and vanpools integrated with Regional Council public transport services where possible.	Medium	Council, ECan, Private Sector
		Investigate feasibility of providing a multi-modal transport hub along the urban boulevard to provide a Park & Ride facility.	High	Council, ECan
		Continue Council's supporting role in local public transport infrastructure.	Medium	Council

ECan = Environment Canterbury
ENC = Enterprise North Canterbury
GCP = Greater Christchurch Partnership
MoE = Ministry of Education
NZTA = New Zealand Transport Agency
TKTT = Te Kōhaka o Tūhaitara Trust



Monitoring & Review

This draft Plan is written to be aspirational and flexible, and issues and priorities may change; however, it is important that we are accountable and committed to the strategic directions and desired outcomes signalled in this document. Progress towards actions contained in the implementation table will be collated and reported annually.

Following adoption by Council, this Plan, including its implementation table, will be a 'living document' subject to review and adjustment on an ongoing basis so that it can take into account the pace of development and change in the wider Woodend, Pegasus, Ravenswood area. However, if significant unforeseen land use or other changes occur in the Woodend, Pegasus, Ravenswood area, we will consider whether a full Plan review is warranted.

Further Information

This Plan links to a number of other strategic documents (Council and otherwise) that influence development in the Woodend, Pegasus, Ravenswood area, including, but not limited to:

Waimakariri District Council:

- Long Term Plan, Infrastructure Strategy and Annual Plan
- Waimakariri District Plan
- Local Economic Development Strategy
- Integrated Transport Strategy
- District Development Strategy
- Natural Environment Strategy
- District Climate Resilience Strategy (in development)
- Community Development Strategy
- Play, Active Recreation and Sports Strategy (in development)
- Walking and Cycling Network Plan

In Partnership & External:

- Greater Christchurch Spatial Plan
- Canterbury Regional Policy Statement
- Canterbury Regional Public Transport Plan
- Greater Christchurch Public Transport Futures
- National Policy Statement on Urban Development
- Census of Population and Dwellings

Acknowledgements

Thank you to the many stakeholders and partners who have helped to shape this draft Plan, as well as the many members of the community who responded to our early engagement survey. Their critical input has ensured that our draft Plan addresses the important issues and challenges as seen by the community and takes advantage of real opportunities for the future.

A particular acknowledgement goes to the members of the External Stakeholder Advisory Group who have dedicated considerable time and energy into working with us to ensure we get it right. Members of this group represent the following groups, businesses and organisations: Pegasus Residents Group, Woodend Community Centre, Ravenswood Community Cuppa, Pegasus Community Cuppa, Waimakariri Access Group, New World Ravenswood, Harcourts Four Seasons Ravenswood, Enterprise North Canterbury, Sunshine and Moonlight Café, Woodend Rugby Football Club, Spokes Canterbury, Woodend School, Pegasus Bay School, St Barnabas Anglican Church, Environment Canterbury, Te Kōhaka o Tūhaitara Trust, Infinity, Suburban Estates and Gressons Road landowners.

Thanks also to the agencies outside of the External Stakeholder Advisory Group who have shared with us their plans, thoughts and feedback, including: Ministry of Education, NZTA Waka Kotahi, Health NZ, Templeton Group, Woodend Sefton Community Board.

In particular, thank you to Whitiora for being the conduit for our partners Ngāi Tūāhuriri Rūnanga and representing their views in advising on content for, and review of, our draft Plan.



Let's talk

about the

Draft North East Waimakariri Urban Plan

Shaping the future of Woodend, Pegasus and Ravenswood as one connected community



WAIMAKARIRI DISTRICT COUNCIL

Complete the survey online
waimakariri.govt.nz/letstalk

This is a Summary document that provides an overview of the key issues, opportunities and proposed directions for change — view the full Draft North East Waimakariri Urban Plan at **waimakariri.govt.nz/letstalk**

Let's talk about the Draft North East Waimakariri Urban Plan

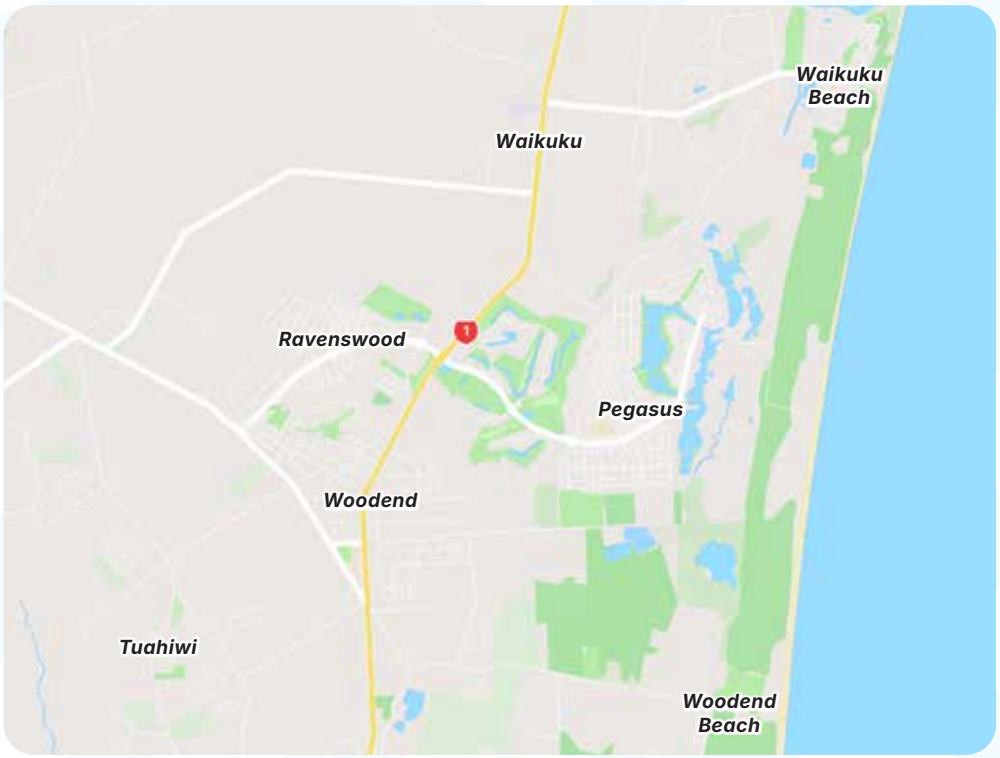
With the help of community and stakeholder views shared already, we've developed a draft Plan for the future of the wider Woodend, Pegasus, Ravenswood urban area, and we now want to hear what you think of the directions proposed within it (via the **feedback form** at the end of this document or **online**). The Woodend, Pegasus, Ravenswood area is the fastest growing urban area in the District. Its population has climbed from around 2,100 in the mid-90s to over 10,000 in 2025 and is set to continue to grow substantially. Additional residential and commercial land has recently been zoned for growth through the District Plan Review, and the Woodend Bypass project is progressing through the detailed design stage. Once completed, the new Bypass will alter how we access the area and provide an opportunity for Woodend centre to 'reimagine' itself. Construction timing of the new Bypass is subject to central Government funding decisions and the Council is strongly advocating for a timely delivery.

We need to think carefully about how to manage growth and change, and about what our community needs going forward. We've listened to the many views shared already and our draft Plan responds to the key challenges and opportunities for this important urban area.

Where does the draft Plan apply?

The draft Plan's focus is the urban areas of Woodend, Pegasus and Ravenswood and the areas between. However, we acknowledge that there is a much wider catchment at play. Particularly for retail, recreation and social cohesion, the urban area's catchment extends to the beach settlements, Tuahiwi, Waikuku and likely beyond.

The draft Plan doesn't however cover topics for which there are separate work programmes in progress or issues that are too uncertain to address through this Plan at this time, including: natural hazards and related coastal issues; activities within the Tūhaitara Coastal Park; Pegasus Lake water quality; future urban rezoning; District Plan zoning appeals; development within Māori Reserve 873 (Tuahiwi); the future of the Pegasus Golf Course; and the alignment, planning and timing for the Woodend Bypass.



North East Waimakariri

What we've heard already

We've undertaken lots of early engagement to help us formulate the directions proposed in the draft Plan. This has included inputs from the Woodend Sefton Community Board, key stakeholders including those on our dedicated External Stakeholder Advisory Group, and respondents to our early engagement community survey. Well over 200 people shared their views through this survey earlier this year – the key messages were:

- People particularly like the area's natural environment, recreation opportunities, community feel, lifestyle, and amenities, while common concerns relate to traffic and connectivity challenges, and a loss of the environmental / rural character
- There's a call for a multi-modal transport system, more community and recreational facilities, and early infrastructure investment
- Ravenswood's role as the main commercial hub is widely recognised, while people wish to see Woodend centre evolve into a relaxed and pedestrian friendly village-style centre post Bypass, and Pegasus centre build on its recreational focus



Our Vision for the Future is:

A thriving connected community with a strong sense of place and a prosperous future, enriched by its environment



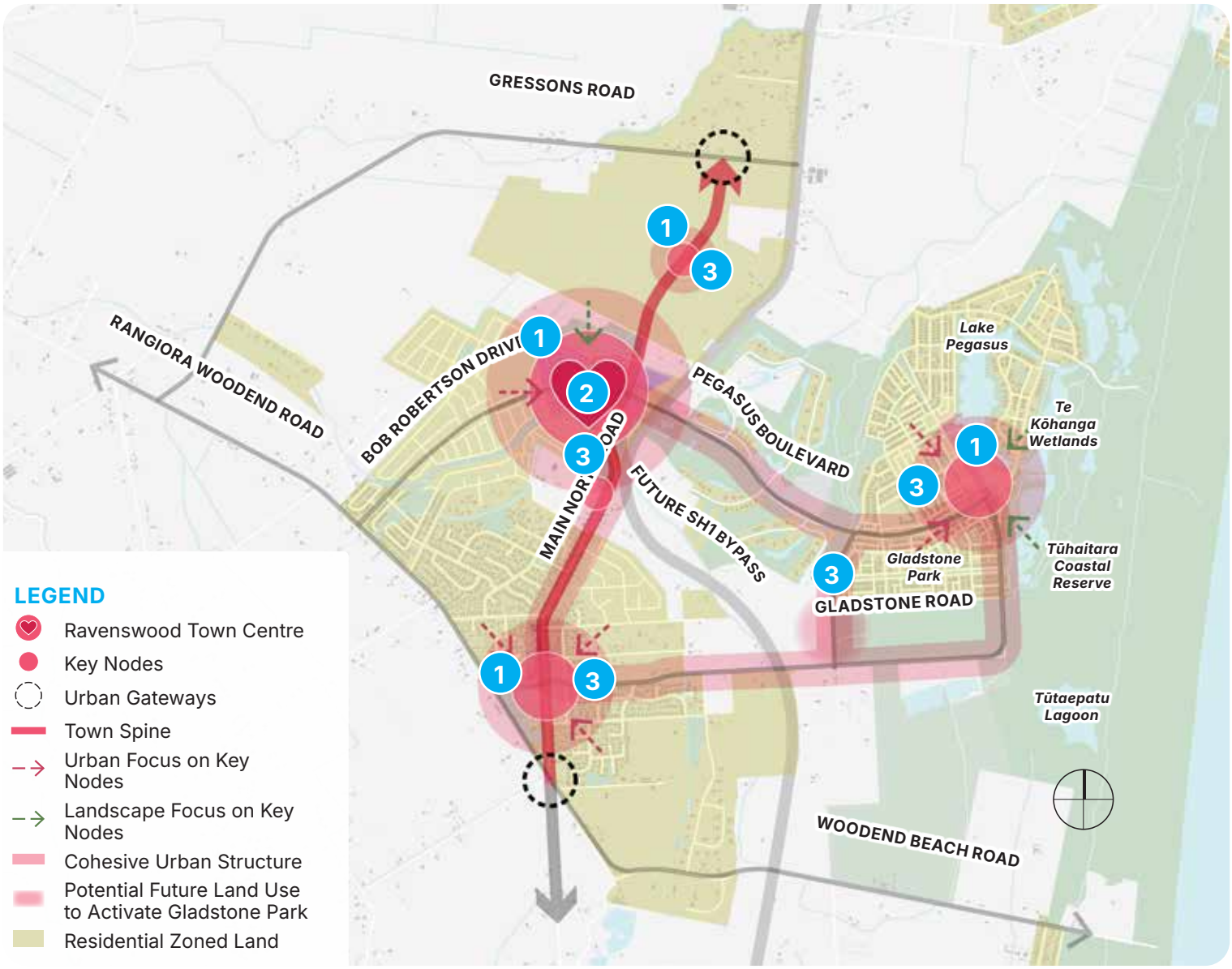
Our Strategic Objectives for the area are:

1. To celebrate and integrate the rich cultural history into place
2. To create a cohesive, sustainable and well-connected urban environment
3. To establish a recognisable, thriving and people-focused commercial heart
4. To make the most of major transport network changes
5. To design for growth and change in ways that strengthen local character and identity, and celebrate the natural environment
6. To integrate public spaces and the green space network
7. To create vibrant, people-focused environments that thrive socially and economically over time

A series of 'Key Moves' – these being our priority strategic initiatives – collectively aim to bring our vision to life. The Key Moves are grouped into three broad themes: Land Use & Urban Structure, Community & Open Space, and Connectivity.

Land Use and Urban Structure

1. **Define complementary centres with individual identity and character.** For Ravenswood this means strengthening the centre's function as the commercial hub for the wider community. Woodend centre, post Bypass, would become a more pedestrian friendly centre providing for the daily needs and amenities of surrounding neighbourhoods. For Pegasus the focus would be further reinforcing its role as a lifestyle and recreation focused centre.
2. **Promote a people-focused Ravenswood town centre** by advocating for, and influencing where possible, a high amenity and adaptable centre. Inclusion of small and medium scale local shops, attractive pedestrian connections, a new town square and other centre amenities would support this. Development would integrate with the adjacent Taranaki Stream corridor, providing walking and cycling connections directly to this centre.
3. **Advocate for greater housing choice and variety in key locations** to support future housing intensification around the commercial centres, including more affordable housing. There are also opportunities to investigate the potential for future land uses to assist in activating Gladstone Park.
4. **Enable self-sustaining communities** where everyday needs can be met within the community without the need for long distance travel to other nearby towns or Christchurch. This will include planning for education, employment, recreation, health, and aging in place by aligning land use and influencing and advocating to meet future demand for schools, community facilities and employment opportunities.

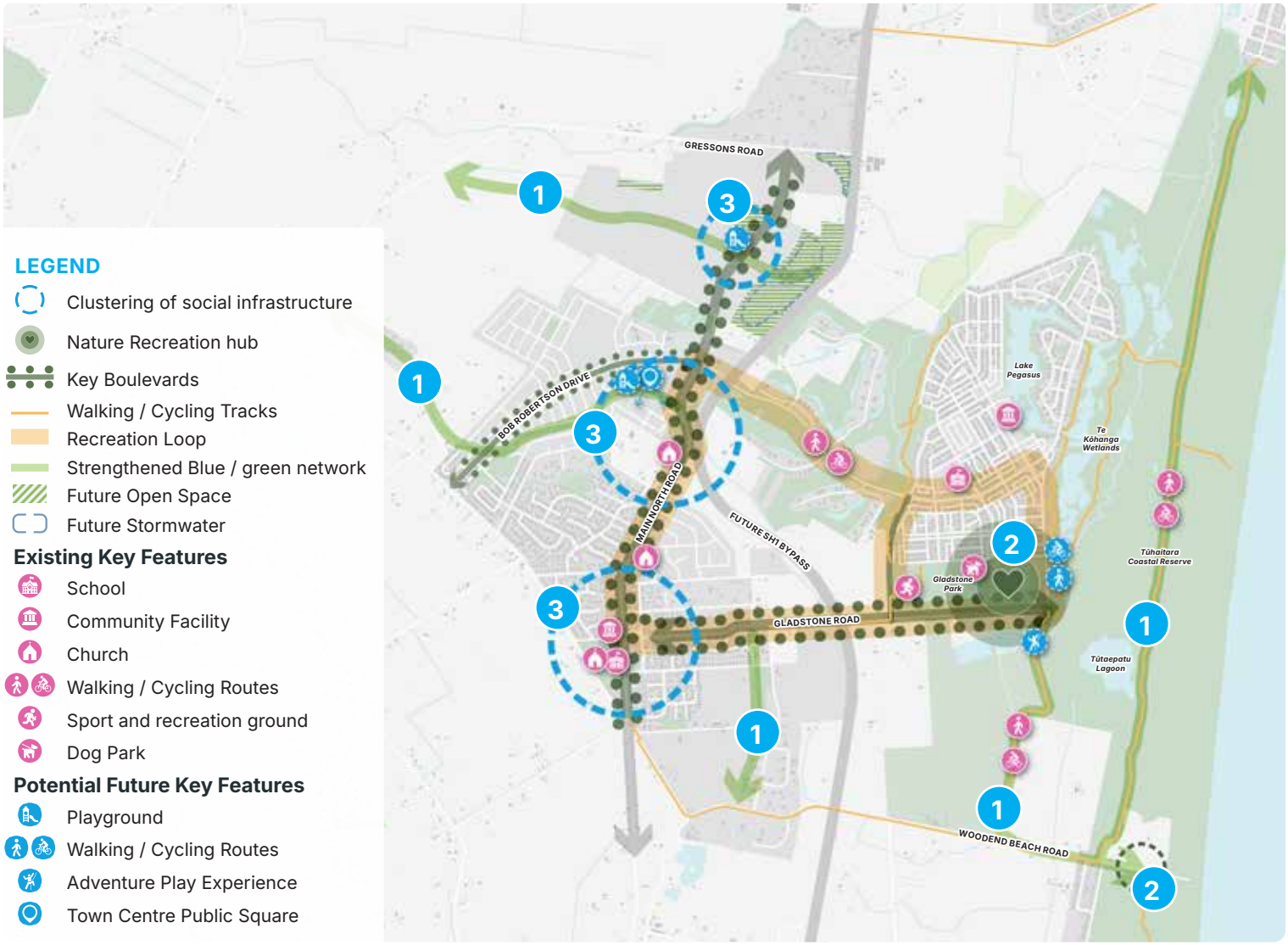


Community & Open Space

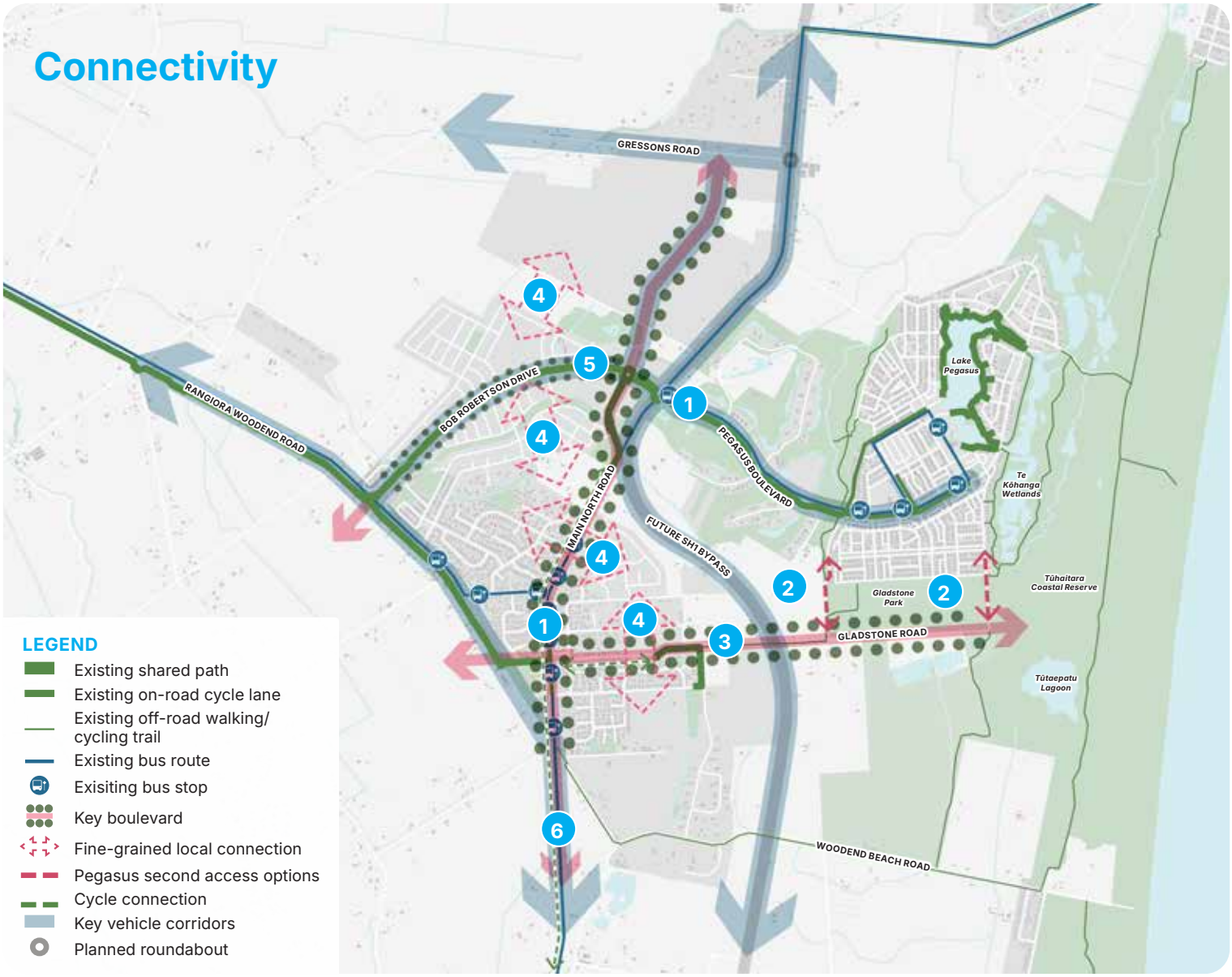
1. **Strengthen and connect the blue / green network** by focusing on enhancing and connecting waterways, green corridors, Woodend Forest Park, and coastal environments to support ecology (and ecosystem services), recreation, cultural history, and active transport across the wider urban area.
2. **Establish a signature nature recreation hub at Gladstone Park** at the currently undeveloped eastern extent of the park, linking organised sports, adventure play, Woodend Forest Park, and the coastal area, while balancing ecological protection, cultural values and use. A hub would celebrate both the area's existing facilities but also look to introduce new activities that will support it as a future destination, e.g. tree top walkway, sculpture walk, nature play space, mountain bike jumps / pump track etc.
3. **Cluster community, arts, culture, and play facilities in strategic locations on or near the urban boulevard** to maximise accessibility, visibility, and shared use.



4. **Explore demand for an additional Sport and Recreation Reserve** within the area to meet the needs of the growing local population. This would include careful consideration of a strategic future location to ensure the spatial distribution of existing and potential future reserves is equitable and that they are easy to access.



Connectivity



Below: Indicative future look and feel of the Urban Boulevard at Woodend Centre - Vision



1. **Transform SH1 / Main North Road into a high amenity urban boulevard**, including repurposing SH1 / Main North Road as a destination street with improved walking, cycling, landscape quality, gateways, and centre focused character that reflects history, cultural identity, and future growth. Development of an urban boulevard will connect Woodend centre, Ravenswood centre, and a future Gressons Road node (community hub) along a cohesive high amenity street, with a focus on targeted investment at key sections of the corridor - in particular where there are more people-focused activities.

   Making the most of the opportunity to 'reimagine' Woodend post the Bypass construction and creating the look, feel and character that the community has told us they want to see is important. We want to confirm our vision for this critical piece of the urban boulevard, which will then help to shape detailed planning and design later.
2. **Create a second access to Pegasus** to improve connectivity and enhance network resilience. The most practical options are adjacent to Gladstone Park - there is already a formed road along the eastern edge of the park which could be opened, upgraded and connected to Pegasus Main Street. As either an alternative or additional (later) access, the existing paper road along the park's western edge could be utilised to connect to Infinity Drive.
3. **Establish Gladstone Road as an east – west green boulevard** providing a people-focused connector linking Woodend centre to recreation areas, the future nature recreation hub and the coastal area, with careful protection of lagoon and natural and cultural values. This would include enhancing cycling facilities and introducing additional planting and wayfinding along the corridor.
4. **Improve fine-grained local connectivity between centres and neighbourhoods** (roads, walking and cycling) to enhance safety, legibility, and everyday movement. Some connectivity priorities include providing better accessibility for Woodend residents and residents of the future Gressons Road development to Ravenswood's centre, enabling cross urban boulevard connectivity, and improving connections at Woodend east to and across an enhanced Gladstone Road boulevard.
5. **Enhance the amenity of Bob Robertson Drive** including potentially introducing further landscaping and exploring changes to the design, particularly through Ravenwood's commercial area, to assist with speed reduction measures and enhanced pedestrian crossing facilities to support ease of access to the town centre as it develops.
6. **Complete strategic cycling links within the local and district network**, including prioritising high quality cycling connections along a future urban boulevard, completing the 'missing link' along Gladstone Road to Woodend centre, addressing any residual network gaps in or near the Ravenswood commercial area, and providing a cycling link south to connect to Kaiapoi (and the high school).
7. **Explore innovative and realistic public transport solutions** by leveraging growth to influence public transport improvements and connections, including an orbital public transport or innovative on-demand service along key boulevards with connections to wider services. It also includes investigating the feasibility of a multi-modal transport hub to accommodate a Park & Ride facility, connecting residents to the city.



Come Chat With Us

You can come and chat with the project team about the Draft North East Waimakariri Urban Plan. Whether you have questions, ideas, want to learn more or drop off a completed feedback form, we'd love to see you.

Woodend Rugby Football Club, Gladstone Park

- **Wednesday 19 August 2026**
  Drop in anytime between **6 pm** and **7:30 pm**
- **Tuesday 1 September 2026**
  Drop in anytime between **5:30 pm** and **7 pm**

No appointment needed, just come by when it suits you. We look forward to seeing you there.



Tell us what you think

We've developed a Vision, Strategic Objectives and 15 'Key Moves' (strategic initiatives) that help to shape the future of the Woodend, Pegasus, Ravenswood urban area.

We want to know what you think — have your say using this feedback form, or view the full draft Plan and provide feedback online at **waimakariri.govt.nz/letstalk** before: 5pm, Sunday 6 September 2026.

Let's talk

Tell us what **you think.**

Complete and submit this form or head online:
waimakariri.govt.nz/letstalk

Draft North East Waimakariri Urban Plan

Shaping the future of Woodend, Pegasus and Ravenswood as one connected community

Thinking about the drivers, challenges and opportunities outlined in the draft Plan...

1. Do you support the following proposed Key Moves?
Please tick:

	Land Use & Urban Structure	Yes	No	Don't know
1	**Define complementary centres with individual identity and character** e.g. distinctive character, cultural expression and economic function	☐	☐	☐
2	**Promote a people-focused Ravenswood town centre** e.g. high-quality public spaces and good centre development outcomes	☐	☐	☐
3	**Advocate for greater housing choice and variety in key locations** e.g. intensification around commercial centres	☐	☐	☐
4	**Enable self-sustaining communities** e.g. education, employment, recreation, health, aging in place	☐	☐	☐

2. Please share any specific comments you may have about any of the Key Moves that relate to Land Use & Urban Structure:

Comments:

Got more to say? Feel free to add additional comments on your own paper and include inside your submission.

Thinking about the drivers, challenges and opportunities outlined in the draft Plan...

3. Do you support the following proposed Key Moves?
Please tick:

Community & Open Space		Yes	No	Don't know
1	**Strengthen and connect the blue/green network** e.g. waterways, green corridors, Woodend Forest Park, coastal environment	☐	☐	☐
2	**Establish a signature recreation hub at Gladstone Park** e.g. link organised sports, adventure play, Woodend Forest Park, coastal area	☐	☐	☐
3	**Cluster community, arts, and play facilities in strategic locations on or near the urban boulevard** e.g. multi-purpose hubs along the spine	☐	☐	☐
4	**Explore demand for an additional Sport and Recreation Reserve** e.g. demand and strategic location to ensure good spatial distribution	☐	☐	☐

4. Please share any specific comments you may have about any of the Key Moves that relate to Community & Open Space:

Comments:

Got more to say? Feel free to add additional comments on your own paper and include inside your submission.

Thinking about the drivers, challenges and opportunities outlined in the draft Plan...

5. Do you support the following proposed Key Moves?
Please tick:

Connectivity		Yes	No	Don't know
1	**Transform SH1 / Main North Road into a high amenity urban boulevard** e.g. improved walking, cycling, landscape quality, gateways and centre focused character post bypass	☐	☐	☐
2	**Create a second access to Pegasus** e.g. new road connection(s) adjacent to Gladstone Park to improve connectivity	☐	☐	☐
3	**Establish Gladstone Road as an east – west green boulevard** e.g. people-focused connector through enhanced cycling facilities, additional planting and wayfinding	☐	☐	☐
4	**Improve fine-grained local connectivity between centres and neighbourhoods** e.g. new roads, walking and cycling connections within existing and to new areas	☐	☐	☐
5	**Enhance the amenity of Bob Robertson Drive** e.g. landscaping, speed reduction through centre, pedestrian crossing facilities	☐	☐	☐
6	**Complete strategic cycling links within the local and district network** e.g. any missing links, along urban boulevard, Gladstone Road, south to Kaiapoi	☐	☐	☐
7	**Explore innovative and realistic public transport solutions** e.g. orbital public transport or on-demand service along key boulevards, multi-modal transport hub	☐	☐	☐

6. Please share any specific comments you may have about any of the Key Moves that relate to Connectivity:

Comments:

Got more to say? Feel free to add additional comments on your own paper and include inside your submission.

7. Do you have any other comments about the draft Plan?

Comments:

If you have any questions about this project, please contact:

Heike Downie
Strategy and Centres Team Leader
Waimakariri District Council
0800 965 468 | urbanplan@wmk.govt.nz

Let's talk

Please add your details on the last page and return this feedback form (no stamp required) to us by:

5pm, Sunday 6 Sept 2026

Additional Comments:

Got more to say? Feel free to add additional comments on your own paper and include inside your submission.

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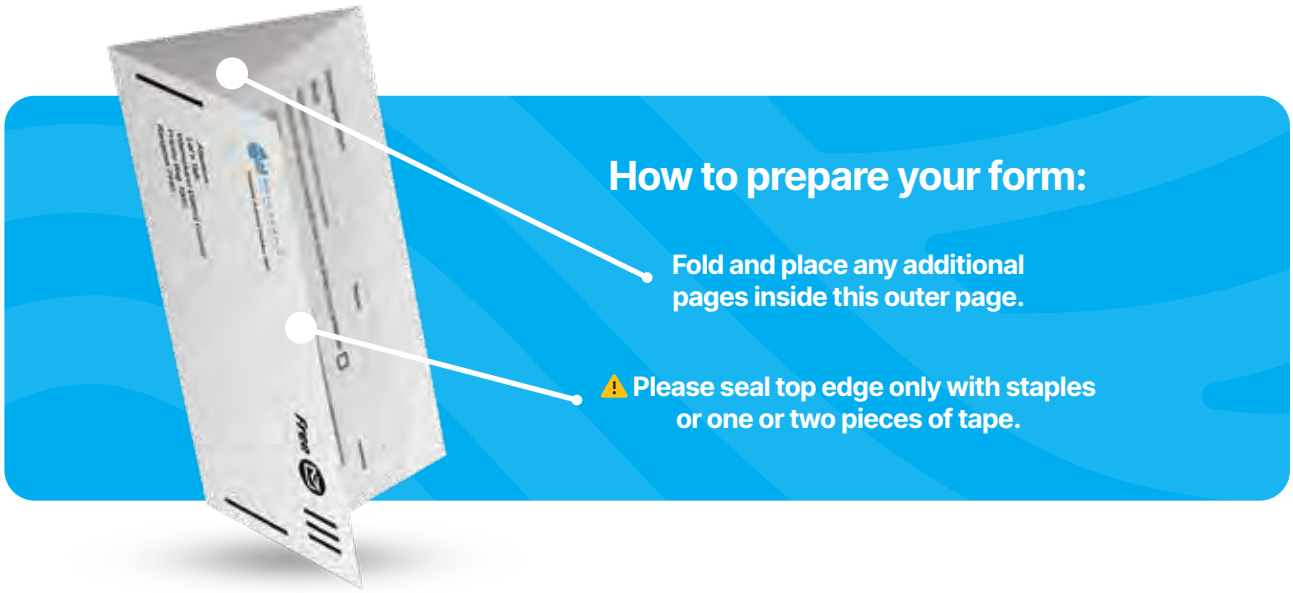
WAIMAKARIRI DISTRICT COUNCIL

Freepost Authority Number 1667

Free

Attention: Heike Downie
Let's Talk — North East Waimakariri Urban Plan
Waimakariri District Council
Private Bag 1005
Rangiora 7440

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Fold along lines

Cut here

Name/Organisation*: _____

Email: _____ Phone: _____

Please note: One contact method is a requirement.

Please tick this box if you would like your contact details to be confidential: ☐

*required field

Your details

Submissions are public information. We will require your contact details as part of your submission — it also means we can keep you updated throughout the project. If requested, submissions, names and contact details are made available to the public, as required by the Local Government Official Information and Meetings Act 1987. View the Waimakariri District Council's Privacy Statement. **letstalk.waimakariri.govt.nz/privacy**

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	POL-08-81/ 260708164075
REPORT TO:	Council
DATE OF MEETING:	4 August 2026
AUTHOR(S):	Nadeesha Thenuwara, Policy Analyst
SUBJECT:	Review of Gambling (Class 4) Venue Policy and Totalisator Agency Board Policy – Draft Policies for Formal Public Consultation

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

General Manager | Chief Executive

1. SUMMARY

1.1. The purpose of this report is to seek Council approval to undertake formal public consultation on the Draft Class 4 Gambling Policy 2026 and Draft Totalisator Agency Board (TAB) Venue Policy 2026. This review is required as part of the three-year statutory review cycle.

1.2. The Class 4 Gambling Venues Policy applies to Class 4 gambling venues, while the TAB Venue Policy applies to standalone TAB venues owned or leased by TAB New Zealand within the district.

1.3. The previous polices were adopted by Council on 4 October 2022 and are to be reviewed on a three yearly basis, as required by Section 102 of the Gambling Act 2003 for Class 4 Gambling Venues (i.e. venues with electronic gaming machines), and Section 96 of the Racing Industry Act 2020 (i.e. standalone TAB venues).

1.4. To inform the policy review a social impact assessment of gambling in the Waimakariri District was undertaken to ensure robust information on impacts and benefits is provided to inform any policy changes or amendments (Attachment iv). This included targeted stakeholder consultation with corporate societies that operate Class 4 gambling venues in the district, gambling harm minimisation organisations, and a sample of gambling grant recipients.

1.5. The review revealed:

Class 4 Gambling Venues:

- As at December 2025, there were 11 Class 4 gambling venues operating in the Waimakariri District, with a total of 163 electronic gaming machines (EGMs). Most venues were located in Kaiapoi (five) and Rangiora (four), with one venue each in Oxford and Woodend.
- There has been no significant change in the availability of gambling in the District since the gambling policies were last reviewed in 2022.
- There is a low problem gambling profile for the District, with fewer than 10 individuals seeking gambling harm support services.
- There are benefits to the District that these provide which include funding for community projects through grants, entertainment opportunities at venues, and employment.
- Overall, the district incurs significant financial losses through Class 4 gambling, amounting to millions of dollars annually, with losses continuing to increase. As there is no requirement for gambling proceeds to be redistributed locally, less than 20% of expenditure is returned to the district through community grants (Please refer to Section 4.1 for further information).

TAB Venues:

- There are no standalone TAB venues owned or leased by TAB NZ in the Waimakariri District.

1.6. An issues and options analysis was undertaken that outlines the advantages and disadvantages of options available for the Council to consider when reviewing the gambling policies, with the recommended option being to retain the current gambling policies with minor amendments, namely wording changes, to improve readability and understanding. Other changes proposed including a new definitions section and alignment with current District Plan zoning and Community Outcomes.

Attachments:

i. Statement of Proposal (260709164153), Draft Class 4 Gambling Venue Policy 2026 (Clean Version -260723179191) and Draft Totalisator Agency Board Policy 2026 (Clean Version - 260723179200) for formal public consultation
ii. Gambling (Class 4) Venue Policy 2022 with track changes (260709164152)
iii. Totalisator Agency Board Policy 2022 with track changes (260709164154)
iv. Social Impact Assessment Report (260624149960)

2. RECOMMENDATION

THAT the Council:

(a) **Receives** Report No. 260708164075 and attachments.

(b) **Approves** the Statement of Proposal, Draft Class 4 Gambling Policy 2026, Draft TAB Venue Policy 2026, and Social Impact Assessment Report for formal public consultation.

(c) **Notes** that staff conducted a workshop with the District Planning and Regulation Committee in February 2026 to discuss the review results.

(d) **Appoints** Councillors ....., ..., and ..... to hear submissions on the proposal in September 2026 and recommend decisions to the Council.

(e) **Nominates** the Chief Executive to approve any minor edits to the statement of proposal, draft gambling policies 2026, and social impact assessment report, as required, prior to formal public consultation.

(f) **Notes** that the final Class 4 Gambling Policy 2026 and TAB Venue Policy 2026, informed by submissions and feedback received during consultation, will be presented to the Council for adoption in October 2026.

(g) **Circulates** this report and its attachments to the Community Boards for their information.

3. BACKGROUND

3.1. Class 4 gambling and Totalisator Agency Board (TAB) gambling in New Zealand (NZ) are regulated under the Gambling Act 2003 and the Racing Industry Act 2020, respectively, which require territorial authorities (TAs) to adopt policies on Class 4 venues and standalone TAB venues in their districts and review those policies every three years.

3.2. The Gambling Act 2003 and the Racing Industry Act 2020 share several common purposes, including controlling the growth of gambling, facilitating responsible gambling, and preventing and minimising gambling-related harm, including problem gambling.

3.3. In accordance with the legislative requirements and their intended purposes, the Waimakariri District Council (Council) adopted its first Class 4 Gambling Venue Policy and TAB Venue Policy

in 2004. The policies were last reviewed in 2022 and were due for their next statutory review by October 2025. [1]

3.4. Overview of the Gambling (Class 4) Venue Policy 2022

- The current policy permits the establishment of new Class 4 gambling venues and the relocation of existing venues, subject to specified restrictions.
- It does not permit Class 4 gambling venues within residential zones as defined by the Operative District Plan.[2]
- To manage the growth of EGMs in the district, the policy applies a per capita cap of one EGM per 260 people aged 18 years and over. This is equivalent to approximately 38 EGMs per 10,000 adults of the same age.
- The EGM cap is sensitive to population growth. As the district has a growing population, the policy allows the overall number of gaming machines and the availability of gambling in the district to increase over time.

3.5. Overview of the TAB Venue Policy

- The current policy allows the establishment of new standalone TAB venues operated by TAB NZ in the district, subject to certain location restrictions.
- It does not permit TAB venues within residential zones as defined by the Operative District Plan.[2]

3.6. Methodology used to review gambling policies

- Legislative review – Review of the requirements of the Gambling Act 2003 and Racing Industry Act 2020 to ensure Council's policies comply with legislative obligations.
- Social impact assessment – Section 101(2) of the Gambling Act 2003 and section 98 of the Racing Industry Act 2020 require territorial authorities to consider the social impacts of gambling when reviewing and adopting gambling venue policies. Accordingly, a social impact assessment was undertaken to inform the 2025/26 review of Council's gambling policies (Attachment iv).
- Targeted stakeholder engagement – Undertaken as part of the Social Impact Assessment. Corporate societies operating Class 4 gambling venues, gambling harm prevention organisations, and a sample of randomly selected gambling grant recipients were consulted. A list of stakeholders consulted is provided in Appendix 1.
- Environmental scan/benchmarking – Comparison of Council's current policies with gambling venue policies adopted by other councils to identify good practice and alternative policy approaches.
- Community outcomes and strategic priority alignment – Review of policy settings against Council's community outcomes and strategic priorities.

3.7. Class 4 Gambling in Waimakariri

The Department of Internal Affairs (DIA) reported that, as of December 2025, there were 11 gambling venues and 163 EGMs in the Waimakariri District. Of the 11 gambling venues, the majority are located in Kaiapoi (5) and Rangiora (4), with one venue each in Oxford and Woodend.

At the time of the Council's gambling policy review in 2022, there were 165 EGMs in the district. However, between April and December 2025, the number of EGMs decreased by two, bringing

[1] Under the relevant Acts, both policies remain in effect while they are due for review or are being reviewed.
2 Please note that the 2022 Policy refers to the Operative District Plan but does not specify the relevant plan version or year.

the total number of machines to 163 as at December 2025. This indicates a slight reduction in gambling availability in the district over that period.

Please refer to Attachment iv: Social Impact Assessment Report for further information.

3.8. **TAB gambling in Waimakariri**

At present, there are no standalone TAB venues owned or leased by TAB NZ in the Waimakariri District.

3.9. Given that there are no standalone TAB venues in the district, the Social Impact Assessment of Gambling in Waimakariri Report primarily focuses on Class 4 gambling.

4. KEY ISSUES

4.1. The review, including the social impact assessment of gambling, revealed that:

4.1.1. There has been no significant growth in gambling availability in Waimakariri since the gambling policies were last reviewed in 2022 (as described in Clause 3.7).

4.1.2. Most Class 4 gambling venues (seven of 11) in Waimakariri operate in areas with moderate to high socio-economic deprivation (deciles 7–10), as shown in Table 1.

Table 1: Distribution of Class 4 Gambling Venues in Waimakariri by areas of socio-economic deprivation

NZDep[3]2023 decile (based on Statistical Area (SA) 2	Number of gambling venues
1-2	0
3-4	1
5-6	3
7-8	5
9-10	2

Source: DIA. (2025). Gaming Machine Profits (GMP) Quarterly Report – December 2025.

4.1.3. Class 4 gambling provides some benefits to the district, including entertainment opportunities, employment, and funding for community projects through grants. The extent to which organisations rely on gambling grants varies, with some depending heavily on this funding while others being less reliant.

4.1.4. In Waimakariri District, gaming machine profit (GMP) - the total amount lost by players through Class 4 gambling increased steadily between 2020 and 2025, rising from $7.5 million in 2020 to $10.7 million in 2025 (Table 2). [4]

Table 2: Gaming Machine Profit in Waimakariri, 2020 to 2025

Year	Annual nominal GMP ($)
2020	7,513,554.19
2021	8,817,069.33
2022	9,519,795.71
2023	9,933,829.14
2024	10,300,736.70
2025	10,691,843.36

[3] New Zealand Deprivation

[4] DIA. (2025). *Gaming Machine Profits (GMP) Quarterly Report – December 2025*. Available at: https://app.powerbi.com/view?r=eyJrIjoiNTk3MDRiZGUtZWUyZS00YTlxLTk1YTMtOGRlNzY2ZmY0ODI5IiwidCI6ImY2NTIjYTVjLWZjNDctNGU5Ni1iMjRkLTE0Yzk1ZGYxM2FjYiJ9

Note: All values are nominal and have not been adjusted for inflation

Source: DIA. (2025). Gaming Machine Profits (GMP) Quarterly Report – December 2025.

4.1.5. Despite the stable number of venues and a marginal decrease in the number of EGMs, the total amount of money lost through Class 4 gambling in Waimakariri continued to increase between 2020 and 2025. This suggests that the growth in gambling expenditure has been driven by factors other than the availability of gaming machines or venues. Possible contributing factors include:

- Population growth within the district, resulting in a larger number of potential gamblers.
- Higher average spending per player.
- Increased gambling frequency and/or longer playing sessions.
- Inflationary pressures, which may have contributed to higher nominal expenditure by players.

4.1.6. The district receives less than 20% of the total amount of money lost through Class 4 gambling each year in the form of grants. In 2024, organisations within the district received approximately $1.7 million in grants (Table 3).

It is important to note that there is no law or regulation requiring gambling grants to be distributed within the same community in which the funds were raised.

Table 3: Annual Nominal Gaming Machine Profit and Amount Granted in Waimakariri

Year	Annual GMP	Amount Granted	Approximate % of GMP returned to Waimakariri
2020	7,513,554.19	966,222	13%
2021	8,817,069.33	1,276,554	14%
2022	9,519,795.71	1,641,657	17%
2023	9,933,829.14	1,692,517	17%
2024	10,300,736.7	1,681,764	16%

Source: Source: DIA. (2025). Gaming Machine Profits (GMP) Quarterly Report – December 2025; DIA. (2026). DIA Dashboard – Explore Pokie Data.

4.1.7. Overall, the district incurs significant financial losses through Class 4 gambling, amounting to millions of dollars annually, with these losses continuing to increase.

4.1.8 The Gambling (Class 4 Net Proceeds) Regulations 2004 set out the legal requirements governing the distribution of gambling proceeds to the community. The regulations specify that corporate societies must distribute a minimum of 40% of their gross proceeds to authorised purposes (e.g., charitable purposes and non-commercial purposes). The allocation of gambling grants is determined by the ‘net proceeds committees’ established by Class 4 gambling societies. These committees assess funding applications and make grant decisions in accordance with the Gambling Act, the Gambling (Class 4 Net Proceeds) Regulations , and the societies’ grant-making policies.

Under the Gambling Act, DIA is responsible for monitoring compliance, auditing records, investigating complaints, and ensuring that proceeds are distributed for authorised community purposes.

4.1.9. Levels of problem gambling[5] in the district appear to be low. According to the most recent Ministry of Health Intervention Services Database, nine Waimakariri residents sought assistance between July 2020 and June 2023. However, this likely understates the

[5] Problem gambling means gambling behaviour that causes harm or may cause harm to the person who gambles, or to others affected by that person's gambling.

broader extent of gambling harm[6], which can affect not only individuals but also their family members, partners, and the wider community through social, emotional, and financial impacts. The full scale of gambling-related harm is difficult to quantify due to data limitations and underreporting.

4.1.9. **Snapshot of Targeted Stakeholder Engagement**

All gambling harm minimisation organisations consulted considered that there are opportunities to strengthen both the Class 4 Gambling Venue Policy and the TAB Venue Policy. A list of organisations consulted is provided in Appendix 1.

a) Suggestions to improve the Class 4 Gambling Venue Policy 2022:

- Adopt a sinking lid policy for EGMs. This would prevent the establishment of new Class 4 gambling venues and the relocation of existing venues.

- Restrict the establishment of gambling venues in areas with moderate to high socio-economic deprivation, as previous research has shown that people living in areas of higher socio-economic deprivation are more vulnerable to gambling-related harm.

b) Suggestions to improve Class 4 gambling venue policy 2022:

- Adopt a policy that restricts the establishment of new TAB venues within the district.

4.1.10. A small number of corporate societies and Gaming Machine Association New Zealand provided feedback to inform the review. They supported retaining the current Class 4 Gambling Venue Policy (status quo).

4.1.11. The Council's approach to regulating gambling (both Class 4 and TAB gambling) seeks to balance harm minimisation objectives with economic flexibility.

4.2. The policy options and recommendations presented in Section 5 (Options) of this report take into account the review findings (including the impact assessment and stakeholder feedback) and the Council's preferred approach to managing gambling availability in the district.

5. OPTIONS

5.1. Staff identified three options available to the Council for regulating EGMs in the district.

Option 1: Absolute cap

This option sets a maximum number of EGMs that may operate within the district, regardless of population growth. The cap would be determined by the Council, taking into account community views and other relevant factors. A common approach is to set the cap at the current number of EGMs, preventing future growth while maintaining existing provision.

Advantages

- Helps maintain a fixed level of control over gambling availability while still allowing some flexibility for Class 4 gambling.
- The cap can be tailored to reflect community preferences and local circumstances.
- Relatively simple to administer and monitor.

[6] Gambling harm:
(a) harm or distress of any kind arising from, or caused or exacerbated by, a person's gambling; and
(b) includes personal, social, or economic harm suffered—
(i) by the person; or
(ii) by the person's spouse, civil union partner, de facto partner, family, whanau, or wider community; or
(iii) in the workplace; or
(iv) by society at large

- Provides certainty for both the community and gambling operators, as the maximum number of EGMs permitted in the district is known.

Disadvantages

- Less effective at reducing gambling availability than a sinking lid policy (Option 2).
- The cap is not responsive to population growth or changes in the district. Over time, it may become too high or too low relative to the population.
- Can create inequalities if the current distribution of EGMs is not appropriate. For example, if a high proportion of EGMs are currently located in areas of higher deprivation, an absolute cap without relocation provisions could effectively lock this distribution in place.
- May face opposition from gambling operators seeking to expand Class 4 gambling availability within the district.

This is not the recommended option.

An absolute cap does not respond to population growth and may reduce flexibility over time. Given the low levels of problem gambling and the relatively stable number of Class 4 venues and EGMs in the district, this option is not considered the best fit for the Council's balanced approach to harm minimisation and economic flexibility.

Option 2: Sinking lid policy

No new Class 4 gambling venues are permitted. Existing venues are not allowed to increase the number of EGMs they operate or replace EGMs that are lost.
When a venue closes, its gaming machine licence cannot be transferred or re-established elsewhere in the district.

Advantages

- Provides the strongest available approach to minimising gambling-related harm.
- Ensures the number of EGMs decreases over time and cannot increase.
- Simple to administer and enforce.

Disadvantages

- Reductions in gambling-related harm may occur gradually, as the number of EGMs decreases over time.
- Limited flexibility in a growing district with an increasing population.
- May reduce funding available to community organisations through gaming machine grants.

This option is not the recommended option.

While a sinking lid policy is generally considered one of the most effective approaches for reducing gambling-related harm, it is not considered justified for Waimakariri at this time because:

- The number of gambling venues and EGMs in the district is not increasing significantly.
- Indicators of problem gambling are low and are not showing an increasing trend.
- There is no significant community pressure to reduce gambling availability, based on the Council's customer complaints records.

Option 3: Per capita cap policy - Continue the per capita cap policy with a minor change to the expression of the cap

A per capita cap policy limits the number of EGMs that may operate within a district based on the size of the adult population. Under this approach, a maximum ratio of EGMs to residents aged 18 years and over is established. As the population changes over time, the maximum number of EGMs permitted in the district may increase or decrease accordingly.

Under Option 3, the current per capita cap of one EGM per 260 residents aged 18 years and over would continue, with a minor change to how the cap is expressed. Rather than being expressed as one EGM per 260 residents aged 18 years and over, the next policy would express the cap as 38 EGMs per 10,000 residents aged 18 years and over. This is equivalent to one EGM per 260 residents aged 18 years and over. (Note that rounding was applied when converting the 1:260 ratio to 38:10,000.)

The purpose of changing how the per capita cap is expressed is to improve transparency and make the policy easier to administer.

Accordingly, the maximum number of EGMs permitted in the district would be 197 for the three-year period following the adoption of the next policy, until it undergoes its next statutory review in 2029. As the district currently has 163 EGMs, the proposed policy would allow for an increase of up to 34 EGMs before the maximum threshold is reached.

It is important to note that the Council used 2023 Census population data to calculate the maximum number of EGMs permitted in the district.[7]

Advantages

- Responsive to population growth, with EGM numbers adjusted in line with changes in the adult population.
- Provides a balanced and business-friendly approach.
- Offers flexibility while still limiting increases in gambling availability.
- Allows the Council to manage EGM density over time.

Disadvantages

- Allows the number of EGMs to increase as the population grows, even where gambling-related harm persists.
- Could increase gambling-related harm if population growth is concentrated in areas of higher socioeconomic deprivation, where research indicates gambling harm is generally greater.
- More complex to administer than an absolute cap, as regular population updates and recalculations are required.
- Less effective at reducing gambling availability than a sinking lid policy (Option 2).

This is the recommended option.

Waimakariri continues to experience population growth. Taking into account the current Class 4 gambling environment, and the advantages and disadvantages of the available policy options, Option 3 is considered the best approach to balancing the Council's objective of minimising gambling-related harm with the need for economic flexibility.

In addition, overly restrictive controls on Class 4 gambling may result in some gambling activity shifting to online platforms. This factor has been considered in assessing the policy options and identifying the recommended option.

5.2. Two options were identified for regulating TAB venues.

[7] Statistics New Zealand provides annual subnational population estimates at the district level. However, these estimates use five-year age bands, which limit the ability to accurately estimate the population aged 18 years and over in Waimakariri. As a result, the Council will use Census data to calculate the maximum number of EGMs permitted under the per capita cap, as it did under the previous policy.

Option 1: Status quo

Allow new standalone TAB venues owned by TAB NZ to be established within Waimakariri, subject to the location-specific restrictions set out in the policy.

Advantages

- Provides flexibility to respond to future demand as the population grows.
- Allows legal betting services to operate locally, improving accessibility.
- Could support local employment and business activity.
- May generate some economic activity through increased foot traffic and hospitality spending.

Disadvantages

- Introduces a new type of gambling, which may increase the risk of gambling-related harm.
- Potential social impacts on individuals, families, and the wider community.
- No guarantee of significant financial benefits being retained within the district.
- May be viewed as inconsistent with harm minimisation objectives.
- Once established, venues may be difficult to remove.

Option 1 is the recommended option.

Option 1 is considered to provide a balance between allowing for future economic opportunities and supporting harm minimisation objectives.

Option 2: No New Standalone TAB Venues

Do not allow new standalone TAB venues to be established in Waimakariri.

Advantages

- Supports a precautionary approach to harm minimisation.
- Avoids introducing a new type of gambling in the district.
- Aligns with a low-gambling-exposure environment, given there are currently no standalone TAB venues.
- Reduces the risk of future social and financial harms associated with betting.
- Provides certainty to the community about the district's direction.

Disadvantages

- Limits consumer choice and access to legal betting services locally.
- May result in displacement, with people travelling to other districts or betting online.
- Potential loss of economic opportunities, including employment and local spending.
- Reduces policy flexibility if future demand emerges.
- May be viewed as overly restrictive given the current low levels of gambling-related harm.

Option 2 is not the recommended option.

Given the district's low level of gambling-related harm, Option 2 is considered overly restrictive and inconsistent with supporting future business opportunities.

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

6. STRATEGIC ALIGNMENT AND COMMUNITY VIEWS

Mana Whenua Engagement

6.1. The subject matter and recommendations contained in this report are likely to be of interest to mana whenua. Staff met with Whitiora Centre Limited during the initial stage of the policy review to discuss the scope of the review, the proposed social impact assessment, and how they wished to be involved in the process. Whitiora Centre Limited expressed an interest in providing feedback on the Draft Gambling Policies 2026. Accordingly, Council staff welcome the opportunity to engage with mana whenua during the formal public consultation period and will provide information to Whitiora Centre Limited, as key advisors to Te Ngāi Tūāhuriri Rūnanga, to support their participation in the consultation process. Any views, advice, and contributions received from mana whenua will be considered in the development of the final gambling policies.

Groups, Organisations and the Wider Community

6.2. There are groups, organisations, and members of the wider community who are likely to be affected by, or have an interest in, the subject matter of this report. As part of the review process, Council staff consulted all corporate societies that operate Class 4 gambling venues in the district, gambling harm minimisation organisations (including the National Public Health Service, Problem Gambling Foundation, Asian Family Services, and Mapu Maia), and a sample of randomly selected recipients of gambling grants.

All interested parties, organisations and the wider community will have an opportunity to comment on and provide feedback on the Draft Gambling Policies during the formal public consultation process.

Implications for Community Wellbeing

6.3. There are implications on community wellbeing by the issues and options that are the subject matter of this report.

6.4. Class 4 gambling has both positive and negative impacts on the community. Any significant change to gambling policy can influence access to, and the availability of, Class 4 gambling. This may affect social and economic wellbeing, as well as public health outcomes within the community.

6.5. The recommended options are expected to have a neutral to positive impact on community wellbeing. They maintain existing measures to minimise gambling-related harm while preserving the financial and community benefits associated with gambling activity, including employment opportunities and funding for community organisations and projects. Overall, the recommendations are considered to provide a balanced approach that supports community wellbeing.

Community Outcomes and Strategic Priorities

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

Community outcomes - social:

- Council commits to promoting health and wellbeing and minimizing the risk of social harm to its communities.

Community outcomes - economic:

- There are sufficient and appropriate locations where businesses can set up in our District.
- Enterprises are supported and enabled to succeed.

6.3. The Council's Strategic Priorities are relevant to the actions arising from recommendations in this report.

- Enhance community wellbeing, safety, inclusivity and connectedness

- Enable economic development and sustainable growth

7. OTHER IMPLICATIONS AND RISK MANAGEMENT

Financial Implications

7.1. There are no financial implications for the decisions sought by this report.

7.2. Funding is currently provided within the Annual / Long Term Plan.

Community Resilience and Sustainability

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

Risk Management

7.4. There are low to moderate risks arising from the adoption and implementation of the recommendations in this report. While the recommended approach maintains controls on gambling availability, it also allows for a limited increase in gambling availability in line with population growth. There is no risk-free level of gambling, and any increase in gambling availability may increase the risk of gambling-related harm. However, based on current evidence, including the low levels of identified gambling harm in the district and the existing regulatory controls, these risks are considered low to moderate and manageable.

Health and Safety

7.5. There are health and safety risks arising from the adoption/ implementation of the recommendations in this report.

7.6. Gambling-related harm is recognised as a public health issue and can negatively affect mental and emotional wellbeing, including increased stress, anxiety, depression, and reduced quality of life. As the recommended policy options allow limited growth in gambling availability, there is potential for an increase in gambling participation and, consequently, the risk of gambling-related harm. This may adversely affect the health and wellbeing of gamblers and those close to them. However, the health and safety risks are considered manageable, given the district's low levels of identified gambling harm and the existing regulatory controls.

8. CONTEXT

Consistency with Policy

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

Authorising Legislation

8.2. Gambling Act 2003

Racing Industry Act 2020

Local Government Act 2002

Authorising Delegations

8.3. The responsibility for adopting and consulting on policies rests with the Council.

Appendix 1: List of targeted stakeholders consulted as a part of the review process

Stakeholders who mainly involve in gambling harm reduction

1. National Public Health Service
2. Problem Gambling Foundation
3. Asian Family Services
4. Mapu Maia (Pasifika gambling support service)

Corporate societies who operate class 4 gambling venues in Waimakariri and associated organisations

1. The Lion Foundation 2008
2. Kaiapoi Workingmens Club & M S A Inc
3. Kiwi Gaming Foundation
4. Youthtown Incorporated
5. Oxford Workingmens Club & MSA Inc
6. Aotearoa Gaming Trust
7. Rangiora Returned Services Association Club Inc
8. Gaming machine association NZ

Randomly selected grant recipients

1. Waimakariri Community Arts Council
2. The Hope Community Trust
3. Woodend Bowling Club
4. Rangiora Toy Library Incorporated
5. Community Wellbeing North Canterbury Trust
6. Rangiora High School
7. Canterbury Hockey Association Incorporated
8. Swannanoa School

9. Southbrook School
9. Ashley School
10. Clarkville Playcentre
11. Kaiapoi Golf Club
12. Woodford Glen Speedway Assn Inc
13. Kaiapoi Rugby Football Club
14. Woodend Rugby Football Club
15. Woodend Rugby Football Club
16. Rangiora cricket club
17. Woodend school
18. Rangiora Youth Community Trust
19. Ashley Rakahuri School Board of Trustees

Review of the Gambling (Class 4) Venue Policy 2022 and Totalisator Agency Board Venue Policy 2022

Statement of Proposal

1. Background

The Gambling Act 2003 requires territorial authorities to adopt and maintain a policy to manage the growth of Class 4 gambling (non-casino electronic gaming machines) within their districts. Accordingly, the Waimakariri District Council (the Council) adopted its first Gambling (Class 4) Venue Policy in 2004.

Similarly, under the Racing Industry Act 2020 (formerly the Racing Act 2003), the Council adopted its first Totalisator Agency Board (TAB) Venue Policy in 2004.

Both policies must be reviewed every three years. However, they remain in force while a review is being undertaken. The most recent review of both policies was completed in 2022.

2. Reason for the Proposal

The Council completed a social impact assessment as part of this review to better understand the impacts of gambling on the community and to identify appropriate policy options for the district.

This Statement of Proposal outlines the key options identified through the review, including their advantages and disadvantages, and presents the Council's preferred option for public consideration and feedback.

Community feedback is an important part of the review process. It will help the Council understand local views, concerns, and preferences, and will inform decisions on the future direction of the Gambling (Class 4) Venue Policy and TAB Venue Policy.

3. Quick Facts About the Gambling Policies

3.1 What is the Gambling (Class 4) Venue Policy for?

This policy applies to Class 4 gambling activities in the Waimakariri District. It sets out whether new Class 4 gambling venues are permitted and where they may be located.

If a corporate society wishes to establish a new Class 4 gambling venue, increase the number of electronic gaming machines at an existing venue, or relocate an existing venue within the district, it must obtain the Council's consent.

The policy provides the rules and criteria that guide the Council's decisions on these applications and promotes a consistent approach across the district.

3.2. What is the TAB Venue Policy for?

This policy applies to standalone TAB venues owned or leased by TAB New Zealand, where the primary purpose is to provide racing betting, sports betting, or related services under the Racing Industry Act 2020.

The policy sets out whether new TAB venues may be established in the district and where they may be located.

4. Gambling (Class 4) Venue Policy

4.1. Class 4 Gambling in Waimakariri

At present, there are 11 Class 4 gambling venues in the district, operating a total of 163 electronic gaming machines (EGMs). Since the previous review in 2022, gambling opportunities in Waimakariri have decreased slightly, as reflected in the reduction in the number of EGMs.

Further information is available in the Social Impact Assessment Report, which can be accessed here.

4.2. Scope of the Waimakariri District Council Gambling (Class 4) Venue Policy 2022

The current policy permits the establishment of new Class 4 gambling venues and the relocation of existing venues, subject to specified restrictions.

To manage the growth EGMs in the district, the Council applies a cap of one EGM per 260 residents aged 18 years and over. This is equivalent to approximately 38 EGMs per 10,000 people in the same age group.

Overall, the policy allows the number of EGMs and gambling opportunities to increase as the adult population grows.

Further information is available in the Waimakariri District Council Gambling (Class 4) Venue Policy 2022, which can be accessed here.

4.2. Social Impacts of Class 4 Gambling

Recent evidence suggests that problem gambling levels in the district are relatively low, with fewer than 10 people accessing gambling support services.[1] However, gambling harm can also affect families and communities, meaning the full extent of harm may not be captured in the available data.

Class 4 gambling also provides benefits to the district, including entertainment opportunities, employment, and funding for community organisations through community grants. The social impact assessment found that reliance on these grants varies, with some organisations depending heavily on this funding while others are less reliant.

Despite these benefits, the district experiences significant financial losses through Class 4 gambling, amounting to millions of dollars each year and continuing to increase over time. In 2025, gaming machine expenditure in the district reached $10.6 million.[2] As there is no requirement for gambling proceeds to be redistributed to the district in which they are generated, less than 20% of gambling expenditure is returned to Waimakariri through community grants.

Consequently, the assessment found that the benefits of Class 4 gambling should be considered alongside the potential social harms associated with gambling and the relatively low proportion of gambling expenditure returned to Waimakariri through community grants.

[1] Ministry of Health. (2026). Gambling harm intervention services data: Clients assisted, by territorial authority, for the 2004/05 to 2022/23 financial years. https://www.health.govt.nz/monitoring-statistics/statistics-and-data-sets/gambling-harm/gambling-harm-services-data#toc-0-5.
[2] DIA. (2025). Gaming Machine Profits (GMP) Quarterly Report – December 2025. Available at: https://app.powerbi.com/view?r=eyJrIjoiNTk3MDRiZGUtZWUyZS00YTIxLTk1YTMtOGRlNzY2ZmY0ODI5IiwidCI6ImY2NTljYTVjLWZjNDctNGU5Ni1iMjRkLTE0Yzk1ZGYxM2FjYiJ9

5. Gambling (Class 4) Venue Policy: Assessment of Options for Controlling Electronic Gaming Machine Numbers and Preferred Option

5.1. Option 1: Absolute Cap Policy

What does Option 1 mean in practice?

This option sets a maximum number of EGMs that may operate within the district, regardless of population growth or change.

If an absolute cap policy is adopted in Waimakariri, the Council would determine the maximum number of EGMs permitted in the district, taking into account community views and other relevant considerations.

There is no standard method for setting an absolute cap. A common approach is to set the cap at the current number of EGMs operating in the district, thereby preventing future growth in EGM numbers while maintaining existing provision.

What are the advantages and disadvantages of Option 1?

Advantages

- Helps maintain a fixed level of control over gambling opportunities while still allowing some flexibility for Class 4 gambling.
- The cap can be tailored to reflect community preferences and local circumstances.
- Relatively simple to administer and monitor.
- Provides certainty for both the community and gambling operators, as the maximum number of EGMs permitted in the district is known.

Disadvantages

- Less effective at reducing gambling opportunities than a sinking lid policy (Option 2).
- The cap is not responsive to population growth or changes in the district. Over time, it may become too high or too low relative to the population.
- Can create inequalities if the current distribution of EGMs is not appropriate. For example, if a high proportion of EGMs are currently located in areas of higher deprivation, an absolute cap without relocation provisions could effectively lock this distribution in place.
- May face opposition from gambling operators seeking to expand Class 4 gambling opportunities within the district.

This option is not the Council's preferred option.

Why is Option 1 not the Council's preferred option?

As an absolute cap does not respond to population growth, it provides less flexibility over time. Given the low level of problem gambling and the relatively stable number of Class 4 venues and EGMs, the Council considers a more balanced approach better suited to the district than an absolute cap.

5.2. Option 2: Sinking Lid Policy

What does Option 2 mean in practice?

No new Class 4 gambling venues are permitted. Existing venues are not allowed to increase the number of EGMs they operate or replace EGMs that are lost.
When a venue closes, its gaming machine licence cannot be transferred or re-established elsewhere in the district.

What are the advantages and disadvantages of Option 2?

Advantages

- Provides the strongest available approach to minimising gambling-related harm.
- Ensures the number of EGMs decreases over time and cannot increase.
- Simple to administer and enforce.

Disadvantages

- Reductions in gambling-related harm may occur gradually, as the number of EGMs decreases over time.
- Limited flexibility in a growing district with an increasing population.
- May reduce funding available to community organisations through gaming machine grants.

Option 2 is not the Council's preferred option.

Why is Option 2 not the Council's preferred option?

While a sinking lid policy is generally considered the most effective option for reducing problem gambling, the Council does not consider it justified for Waimakariri at this time because:

- The number of gambling venues and EGMs in the district is not increasing significantly.
- Indicators of problem gambling are low and are not showing an increasing trend.
- There is no significant community pressure to reduce gambling opportunities, based on the Council's customer complaints records.

5.3. Option 3: Per Capita Cap Policy (Preferred Option)

What does Option 3 mean in practice?

A per capita cap policy limits the number of EGMs that may operate within a district based on the size of the adult population. Under this approach, a maximum ratio of EGMs to residents aged 18 years and over is set. As the population changes over time, the maximum number of EGMs permitted in the district may increase or decrease accordingly.

What are the advantages and disadvantages of Option 3?

Advantages

- Responsive to population growth, with EGM numbers adjusted in line with changes in the adult population.
- Provides a balanced and business-friendly approach.
- Offers flexibility while still limiting growth in gambling opportunities.
- Allows the Council to manage EGM density over time.

Disadvantages

- Allows the number of EGMs to increase as the population grows, even where gambling-related harm persists.
- Could increase gambling-related harm if population growth is concentrated in areas of higher socioeconomic deprivation, where research indicates gambling harm is generally greater.
- More complex to administer than an absolute cap, as regular population updates and recalculations are required.
- Less effective at reducing gambling opportunities than a sinking lid policy (Option 2).

Option 3 is the preferred option.

The Council proposes to continue the current per capita cap of one EGM per 260 people aged 18 years and over. A minor change will be made to how this cap is expressed. Instead of being expressed as one EGM per 260 people aged 18 years and over, the next policy will express it as 38 EGMs per 10,000 residents aged 18 years and over, which is equivalent to one EGM per 260 residents aged 18 years and over. (*Please note that rounding was applied when converting the 1:260 ratio to 38:10,000.*)

The purpose of changing how the per capita cap is expressed is to improve transparency and make the policy easier to administer.

Accordingly, the maximum number of EGMs permitted in the district would be 197 for the three-year period following adoption of the next policy, until it undergoes its next statutory review in 2029. As the district currently has 163 EGMs, the proposed policy would allow an increase of 34 EGMs before the maximum threshold is reached. It is important to note that the Council used 2023 Census population data to calculate the maximum number of EGMs permitted in the district.*

***Note:** Statistics New Zealand provides annual subnational population estimates at the district level. However, these estimates use five-year age bands, which limit the ability to accurately estimate the population aged 18 years and over in Waimakariri. As a result, the Council will use Census data to calculate the maximum number of EGMs permitted under the per capita cap, as it did under the previous policy.*

Why is Option 3 the Council's preferred option?

The review found that Class 4 gambling opportunities in Waimakariri, as measured by the number of EGMs, have remained relatively stable, with a slight decrease since the previous review in 2022. Indicators of problem gambling in the district are also low. However, expenditure on Class 4 gambling has increased, suggesting growth in gambling activity despite the stable number of EGMs.

Waimakariri continues to experience population growth. Taking into account the current Class 4 gambling environment, together with the advantages and disadvantages of the available policy options, the Council considers it important to balance the objective of minimising gambling-related harm with the need for economic flexibility. For this reason, a per capita cap policy is considered a practical and reasonable approach for the district.

The Council also recognises that overly restrictive controls on Class 4 gambling may result in some gambling activity shifting to online platforms. This factor has been taken into account when assessing the policy options and identifying the preferred option.

5.4. What are the other changes proposed for the next policy?

The relocation policy will remain unchanged, allowing gambling venues to relocate, subject to the requirements set out in the policy.

Minor administrative changes will be made to improve readability and understanding, and to align the policy with the Council's policy standards.

A detailed description of these minor changes is provided in Appendix 1 attached to this document.

6. TAB Venue Policy

6.1. TAB Gambling in Waimakariri

At present, there are no standalone TAB venues operated by TAB NZ in the Waimakariri District. The Council has not received any applications for the establishment of standalone TAB venues since the first TAB Venue Policy was adopted in 2004.

6.2. Scope of the Current TAB Venue Policy

The current policy allows the establishment of new standalone TAB venues owned by TAB NZ, subject to certain location restrictions.

For more information, please refer to the current TAB Venue Policy available here: [Insert link to the current policy].

6.3. Totalisator Agency Board Venue Policy: Assessment of Policy Options and Preferred Option

6.3.1. Option 1: Status quo

Allow new standalone TAB venues owned by TAB NZ to be established within Waimakariri, subject to the location-specific restrictions set out in the policy.

What are the advantages and disadvantages of Option 1?

Advantages

- Provides flexibility to respond to future demand as the population grows.
- Allows legal betting services to operate locally, improving accessibility.
- Could support local employment and business activity.
- May generate some economic activity through increased foot traffic and hospitality spending.

Disadvantages

- Introduces new gambling opportunities, which may increase the risk of gambling-related harm.
- Potential social impacts on individuals, families, and the wider community.
- No guarantee of significant financial benefits being retained within the district.
- May be viewed as inconsistent with harm minimisation objectives.
- Once established, venues may be difficult to remove.

Option 1 is the preferred option for the TAB Venue Policy.

Why is Option 1 the preferred option for the TAB Venue Policy?

The Council considers that Option 1 provides an appropriate balance between allowing for future economic opportunities and supporting harm minimisation objectives.

6.3.2. Option 2: No New Standalone TAB Venues

Do not allow new standalone TAB venues to be established in Waimakariri.

What are the advantages and disadvantages of Option 2?

Advantages

- Supports a precautionary approach to harm minimisation.
- Avoids introducing new gambling opportunities in the district.
- Aligns with a low-gambling-exposure environment, given there are currently no standalone TAB venues.
- Reduces the risk of future social and financial harms associated with betting.
- Provides certainty to the community about the district's direction.

Disadvantages

- Limits consumer choice and access to legal betting services locally.
- May result in displacement, with people travelling to other districts or betting online.
- Potential loss of economic opportunities, including employment and local spending.
- Reduces policy flexibility if future demand emerges.
- May be viewed as overly restrictive given the current low levels of gambling-related harm.

Option 2 is not the preferred option.

Why is Option 2 not the Council's preferred option?

Given the district's low level of gambling-related harm, the Council considers Option 2 to be overly restrictive and not supportive of future business opportunities.

6.4. What are the other changes proposed for the next policy?

Minor administrative changes will be made to improve readability and understanding, and to align the policy with the Council's policy standards.

A detailed description of these minor changes is provided in Appendix 2 attached to this document.

7. How can you have your say?

The Council is inviting public submissions on the Draft Class 4 Gambling Venue Policy 2026 and Draft TAB Venue Policy 2026 from [Date] until [Date] 2026.

Online submissions can be made via [Let's Talk link].

You can also email your submission to [email address].

Any questions can be directed to [Name and email address].

If you require a physical copy of the consultation material, please contact the Council's Customer Services Team on 0800 965 468.

Following the consultation period, submitters will have the opportunity to present their views at a public hearing if they wish to do so. The Council will then undertake public deliberations before making its final decisions on the policies. Dates for the hearing and deliberations will be published on the Council's website.

Feedback will be considered in finalising the gambling policies, which will then be presented to the Council for adoption. Once adopted, the new policies will come into effect. The policies must then be formally reviewed within three years.

Appendix 1: Summary of Minor Changes Proposed for the Waimakariri District Council Gambling (Class 4) Venue Policy 2022

Relevant Section in the WDC Gambling (Class 4) Venue Policy 2022	Proposed Changes and Rationale	Relevant Section in the Draft Class 4 Gambling Venue Policy 2026
Title: WDC Gambling (Class 4) Venue Policy	The title of the policy will be changed from Gambling (Class 4) Venue Policy to Class 4 Gambling Venue Policy to align with common legislative and sector terminology.	Title
1. Purpose	The content of the Purpose section will be updated to: • Provide a clear and concise statement of intent, focusing on the function of the policy. • Align more closely with the requirements and intent of the Gambling Act 2003. • Emphasise the Council's role in managing the growth and distribution of Class 4 gambling venues. • Strengthen the focus on preventing and minimising gambling harm, which is the primary objective of the Gambling Act 2003.	1. Purpose
2. Policy Context	The Policy Context section will be updated to clearly explain: • The specific circumstances under which Council consent is required. • The Council's role in decision-making. • The processes used to review and inform the policy, including social impact assessment and community consultation. Overall, the updated context highlights that the policy is developed with careful consideration of local conditions, ensuring it is fit for purpose and reflects the needs and expectations of the community.	2. Policy Context
The current policy does not provide definitions of key terms.	A Definitions section will be included in the Draft Class 4 Gambling Venue Policy 2026 to ensure key terms are clearly understood and consistently applied throughout the policy.	3. Definitions
3. Policy Objective	This section will be revised to improve clarity and readability	4. Policy Objectives

4. Policy Statement	a) Restructure the Policy Statement into the following subsections: • New Class 4 Venue Establishment Provisions • Per Capita Cap Policy • Location-Specific Restrictions for Venues • Venue-Specific Restrictions • Relocation Policy • Applications and Fees This will ensure that: - Each key regulatory approach is clearly explained and easy to navigate. - Applicants and stakeholders can quickly identify the rules relevant to their circumstances. - Decision-making criteria are applied in a consistent and transparent manner. - The policy is easier to implement and review over time.	5. Policy statement 5.1. New Class 4 Establishment Provisions 5.2. Per capita cap policy 5.3. Location Specific Restrictions for Venues 5.4. Venue specific restrictions 5.5. Relocation Policy 5.6. Applications and Fees
4.1. Societies requiring Council consent	The content previously included in Section 4.1 is already provided for in the Gambling Act 2003 and is therefore not appropriate for inclusion in the Policy Statement. The Policy Statement should focus on the rules and requirements established by the Council. As a result, the content previously presented in Section 4.1 has been moved to the Policy Context section, where it provides readers with an understanding of the circumstances in which Council consent is required for Class 4 gambling activities.	The content previously contained in Section 4.1 of the 2022 Policy can now be found in Section 2 (Policy Context) of the proposed policy.
The current policy signals that new Class 4 gambling venues may be established in the District. However, it does not contain a specific clause that explicitly sets out the	Section 101 of the Gambling Act 2003 requires a Class 4 venue policy to specify whether Class 4 venues may be established in the territorial authority district and, if so, where they may be located. Sections 5.1 and 5.3 of the proposed policy address these requirements more explicitly by clearly stating the Council's position on new Class 4 gambling venues and the location restrictions that apply.	5.1. New Class 4 Establishment Provisions 5.3. Location Specific Restrictions for Venues

Council's position on new venue establishment.		
Clause 4.1.7	Update the per capita cap expression. Based on the review findings, the Council proposes to retain the current per capita cap of one EGM per 260 residents aged 18 years and over. The Draft Class 4 Gambling Policy 2026 will express the cap as 38 EGMs per 10,000 residents aged 18 years and over. The revised figure is equivalent to the existing cap, with minor rounding applied for practicality. This change: - Improves readability and usability, making the cap easier to understand, communicate, and apply. - Simplifies the administration of the policy The 2022 policy used 2018 Census data to calculate the maximum number of EGMs permitted in the District. As updated population data is now available and the District's population has increased, the proposed policy will use 2023 Census data to calculate the maximum number of EGMs permitted in the District.	5.2. Per capita cap policy
4.2 Matters that the Council will consider when making a decision on any application are: Clause 4.2.3	Clause 4.2.3 of the 2022 Policy specifies that Class 4 gambling venues must not be located within a Residential Zone as defined by the Operative District Plan (2005). As a result of revisions to the District Plan, this provision needed to be amended to reflect the zoning framework in the Partially Operative District Plan 2025. Accordingly, Clause 4.2.3 will be revised as follows: Venues must not be located within a Residential Zone as defined by the Partially Operative District Plan 2025. These zones are: • Large Lot Residential Zone	5.3. Location Specific Restrictions for Venues

	• Medium Density Residential Zone • General Residential Zone • Settlement Zone The Kāinga Nohoanga and Pegasus Resort Special Purpose Zones also include residential activities. Consideration was therefore given to whether Class 4 gambling venues should be permitted within these zones, taking into account their purpose and characteristics. From a policy perspective, it was determined that allowing Class 4 gambling venues within the Kāinga Nohoanga and Pegasus Resort Special Purpose Zones would undermine their intended purpose and unique character. Accordingly, a new clause (5.3.2) has been added to the Draft Class 4 Gambling Venue Policy: 5.3.2 Venues must not be located within the Kāinga Nohoanga or Pegasus Resort Special Purpose Zones. These zones include residential activities, and allowing gambling venues within them would undermine their special purpose and unique character. Appendix 3 provides a detailed assessment of how Clause 5.3.2 was developed. Please note that Appendix 3 will not be made available as part of the formal public consultation process.	
Clause 4.1.2	Clause 4.1.2 of the current policy will be replaced by Clauses 5.4.1 and 5.4.2 to clarify the primary activities that Class 4 gambling venues must undertake. 5.4.1 The primary activity of the venue, and its primary source of income, must not be Class 4 gambling. 5.4.2. The primary activity of the venue may be: • The sale and supply of alcohol for consumption on the premises under the Sale and Supply of Alcohol Act 2012 (e.g. on-licensed premises, club-licensed premises, or chartered clubs); or	5.4. Venue specific restrictions Clause 5.4.1 and 5.4.2

	• The conduct of racing and betting under the Racing Industry Act 2020 (e.g. a TAB venue).	
4.2.12. Relocation Policy	Reword to align with section 101(5) of the Gambling Act 2003.	5.5. Relocation Policy
4.3. Applications and Fees	Do not change	5.6. Applications and Fees
5. Links to legislation, Other Policies and Community Outcomes	The subtitle will be reworded to better reflect the content of the section: "Links to legislation, community outcomes and the District Plan." The Community Outcomes section was updated to align with the Council's most recent Community Outcomes Statement. A new statement was added to explain the link between the policy and the Partially Operative District Plan 2025.	6. Links to legislation, community outcomes and the District Plan
6. Adopted by and date	Will be updated. The subtitle will be revised to “Adoption, approval and date”	7. Adoption, approval and date
7. Review date	[Month] 2029	8. Review date
8. Policy owned by	Do not change	9. Policy owned by
9. Approval	Remove from the policy, as this section repeats information already provided in Section 6 (Adopted by and Date).	

Appendix 2: Summary of Minor Changes Proposed for the Waimakariri District Council Totalisator Agency Board Venue Policy 2022

Relevant section in the TAB venue policy 2022	Proposed change/s and rationale	Relevant section in the Draft TAB Venue Policy 2026
Title	Revise the title from "TAB Venue Policy" to "Totalisator Agency Board Venue Policy". The 2022 policy uses an abbreviation in the title, which is not considered best practice in formal policy writing.	Title: Totalisator Agency Board Venue Policy
1.Purpose	The content of the Purpose section will be updated to: - Provide a clear and concise statement of intent, focused on the function of the policy. - Align more closely with the requirements and intent of the Racing Industry Act 2020. - Emphasise the Council's role in regulating TAB gambling. - Strengthen the focus on preventing and minimising gambling harm.	1. Purpose
2. Policy context	The Policy Context will be updated to provide sufficient background information to help readers understand the policy by explaining: - When Council consent is required. - The factors that guide the Council's decisions on whether to grant consent. - The policy review requirements and the current status of TAB gambling.	2. Policy context
The policy does not provide definitions for key terms.	A Definitions section will be included in the new policy to ensure that key terms are clearly understood and consistently applied throughout the policy.	3. Definitions
3. Policy objective	Policy objectives will be revised as follows: 3. Policy Objectives	4. Policy Objectives

	3.1 To control the availability and location of standalone TAB venues within the district. 3.2 To control the growth of sports and racing betting within the district. 3.3 To minimise harm to the community arising from TAB gambling, including problem gambling. 3.4 To enable those who wish to participate in TAB gambling to do so safely and responsibly within the district. The objectives included in the 2022 policy are not sufficiently specific or relevant. Instead, they largely repeat the provisions of section 65D of the Racing Industry Act 2020.	
4. Policy statement	The policy statement will be restructured into the following subsections: • New TAB Venue Establishment Provisions • Location-specific Restrictions for TAB Venues • Applications and Fees **This will ensure that:** • Each key regulatory approach is clearly explained and easy to navigate. • Applicants and stakeholders can quickly identify the rules relevant to their circumstances. • Decision-making criteria are applied in a consistent and transparent manner. • The policy is easier to implement, administer, and review over time.	5. Policy statement
	New TAB Venue Establishment Provisions Section 96(3) of the Racing Industry Act 2020 requires the policy to specify whether new TAB venues may be established in the district. Clause 5.1.1 of the Draft Policy (2026) fulfils this requirement. Clause 5.1.2 will be added to the Draft Policy to state that, if required in the future, the Council will consider introducing a district-wide cap on the number of TAB venues in the district.	5.1. New TAB Venue Establishment Provisions

	Although the 2022 policy allows the establishment of new TAB venues within the district, the Council has not determined a maximum number of venues that may be established. This may be because the Council has not received any applications for consent since the policy was first adopted in 2004. However, if applications are received in the future, policy guidance will be needed to assist Council staff and decision-makers. Therefore, Clause 5.1.2 will be added to address potential future circumstances: 5.1.2 Since the Council's first TAB Venue Policy was adopted in 2004, no applications for consent to establish a new TAB venue have been received. Should the Council receive an application in the future, it will consider whether a district-wide cap is necessary to regulate the number of TAB venues permitted within the district.	
4.1. Matters that the Council will consider when making a decision on any application are. Clause 4.1.1.	Clause 4.1.1 of the TAB Venue Policy 2022 specifies that TAB venues must not be located within a Residential Zone as defined by the Operative District Plan. As a result of revisions to the District Plan, this provision needs to be amended to reflect the zoning framework in the Partially Operative District Plan 2025. Accordingly, Clause 4.1.1. will be revised as follows: 5.2.1. TAB venues must not be located within a Residential Zone as defined by the Partially Operative District Plan 2025. These zones are: • Large Lot Residential Zone • Medium Density Residential Zone • General Residential Zone • Settlement Zone The Kāinga Nohoanga and Pegasus Resort Special Purpose Zones also include residential activities. Consideration was therefore given to whether	5.2. Location Specific Restrictions for Venues 5.2.1, 5.2.3, 5.2.4

	Class 4 gambling venues should be permitted within these zones, taking into account their purpose and characteristics. From a policy perspective, it was determined that allowing TAB venues within the Kāinga Nohoanga and Pegasus Resort Special Purpose Zones would undermine their intended purpose and unique character. Accordingly, a new clause (5.2.2) has been added to the Draft TAB Venue Policy: *5.2.2 Venues must not be located within the Kāinga Nohoanga or Pegasus Resort Special Purpose Zones. These zones include residential activities, and allowing gambling venues within them would undermine the special purpose and unique character of the zones.* Appendix 3 provides a detailed assessment of how Clause 5.2.2 was developed. Please note that Appendix 3 will not be made available as part of the formal public consultation process. In addition, a new clause will be added to the Draft Policy 2026 in line with the intent of the Racing Industry Act 2020 to minimise the exposure of under-age persons (those under 18 years of age) to gambling, as follows: 5.2.4. Venues must not be located within premises where the primary activity is associated with children or families.	
4.2. Applications and Fees	Do not change	5.3. Application and Fees
5. Links to legislation, Other Policies and Community Outcomes	The subtitle will be reworded to better reflect the content of the section: "Links to legislation, community outcomes and the District Plan." The Community Outcomes section will be updated to align with the Council's most recent Community Outcomes Statement.	6. Links to legislation, community outcomes and the District Plan

	A new statement will be added to explain the link between the policy and the Partially Operative District Plan 2025.	
6. Adopted by and date	Will be updated. The subtitle will be revised to “Adoption, approval and date”	7. Adoption, approval and date
7. Review date	[Month] 2029	8. Review date
8. Policy owned by	Do not change	9.Policy owned by
9. Approval	Will be removed from the policy, as this section repeats information already provided in Section 6 (Adopted by and Date).	

Appendix 3: Gambling in the Pegasus Resort Zone and Kāinga Nohoanga Special Purpose Zone

The Gambling (Class 4) Venue Policy 2022 and TAB Venue Policy 2022 state that Class 4 gambling venues and TAB venues should not be located within a residential zone identified in the Operative District Plan. However, the policies do not specify which version of the District Plan they refer to. As the Council's District Plan has recently been updated, the relevant policy provisions need to be reviewed against the Partially Operative District Plan 2025.

The residential zones in the Partially Operative District Plan 2025 are:

- Large Lot Residential Zone
- Medium Density Residential Zone
- General Residential Zone
- Settlement Zone

Based on the existing policies, Class 4 gambling venues and TAB venues should not be permitted within these residential zones.

In addition, the Pegasus Resort Zone and Kāinga Nohoanga Special Purpose Zone both provide for residential activities. To determine whether gambling venues should be permitted in these zones, the purpose and planning intent of each zone were considered.

Kāinga Nohoanga Special Purpose Zone

The Kāinga Nohoanga Special Purpose Zone is intended to support papakāinga (communal housing and settlements on ancestral Māori land) and Kāinga Nohoanga development. The focus of the zone is on housing, community wellbeing, and the cultural aspirations of tangata whenua.

Given the residential nature of the zone, residents may be more vulnerable to gambling-related harm. Gambling venues do not directly support the purpose of the zone and could undermine its social, cultural, and community wellbeing objectives. Allowing Class 4 gambling venues or TAB venues may therefore be inconsistent with the intended outcomes and unique character of the zone.

Overall, there is no clear policy justification for permitting Class 4 gambling venues or TAB venues within the Kāinga Nohoanga Special Purpose Zone.

Pegasus Resort Zone

The purpose of the Pegasus Resort Zone is to provide a high-quality resort environment focused on tourism, recreation, accommodation, and golf-related activities. The zone also includes residential development, meaning that both residents and visitors could be exposed to gambling-related harm.

Class 4 gambling is not specifically identified as an activity that supports the tourism or resort functions of the zone, nor is it considered a key tourism attraction. Allowing gambling venues may not align with the desired character, amenity, and visitor experience of a premium resort environment.

Therefore, the planning intent of the Pegasus Resort Zone does not provide clear support for Class 4 gambling venues or TAB venues.

Conclusion

Although the Pegasus Resort Zone and Kāinga Nohoanga Special Purpose Zone are not classified as residential zones under the Partially Operative District Plan 2025, both provide for residential activities. The purpose and intended outcomes of these zones do not support gambling activities, and there is no strong policy basis for permitting Class 4 gambling venues or TAB venues within them. Accordingly, these zones should be treated consistently with residential zones for the purposes of the Gambling Venue and TAB Venue Policies.

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Class 4 Gambling Venue Policy

1. Purpose

Class 4 gambling in New Zealand is regulated by the Gambling Act 2003. The Act requires territorial authorities to adopt a Class 4 Gambling Venue Policy and review it every three years.

The policy provides a framework for the Council to manage the availability and location of Class 4 gambling venues and the growth of Class 4 gambling activities within the district, with the aim of preventing and minimising gambling related harm to individuals, families and the wider community.

This policy should be read in conjunction with the definitions provided in Section 3.

2. Policy Context

Section 98 of the Gambling Act 2003 requires corporate societies to obtain territorial authority consent in the following circumstances:

- when applying to the Department of Internal Affairs for a Class 4 venue licence to establish a new gambling venue
- when seeking to increase the number of electronic gaming machines (EGMs) at an existing Class 4 gambling venue
- when proposing, in accordance with the Council's relocation policy, to relocate a Class 4 gambling venue

The Council must consider and determine applications for territorial authority consent in accordance with this Policy.

As part of each statutory review of the Policy, the Council assesses the social impacts of Class 4 gambling to better understand the local gambling environment, including its associated benefits and harms. The review process also provides an opportunity for community input through formal consultation, helping to ensure that the Policy reflects community views and remains appropriate for the district.

3. Definitions

The following definitions apply to this policy.

Availability of Gambling:
Availability of gambling means the extent to which Class 4 gambling opportunities are accessible within the district.

Class 4 gambling:

Gambling that satisfies the following criteria:

a) the net proceeds from the gambling are applied to, or distributed for, authorised purposes; and

b) either—

(i) no commission is paid to or received by a person for conducting the gambling; or

(ii) the only commission that is paid to or received by a person for conducting the gambling is a commission payment to a venue operator that complies with regulations made under section 371(1)(dd); and

c) there are game rules for the gambling; and

d) the gambling, and the conduct of the gambling, satisfies relevant game rules; and

e) either—

(i) the Secretary has categorised the gambling as class 4 gambling and not as another class of gambling; or

(ii) the gambling utilises or involves a gaming machine.

Council:

Council means the Waimakariri District Council.

District:

District means the Waimakariri District.

Gambling harm:

(a) harm or distress of any kind arising from, or caused or exacerbated by, a person's gambling; and

(b) includes personal, social, or economic harm suffered—

(i) by the person; or

(ii) by the person's spouse, civil union partner, de facto partner, family, whānau , or wider community; or

(iii) in the workplace; or

(iv) by society at large

Growth of gambling:

Growth of gambling means an increase over time in gambling participation, gambling expenditure, gambling frequency, the number of Class 4 gambling venues or EGMs, or the overall scale of Class 4 gambling activity within the district.

Unsuitable class 4 venues:

The following venues are declared unsuitable to be a class 4 venue:

(a) a venue at which the primary activity is anything other than onsite entertainment, recreation, or leisure focused on persons 18 years and over, including (without

limitation)—
(i) a dairy, supermarket, or other similar venue:
(ii) a fast-food outlet or other similar venue:
(iii) an office:
(iv) a private residence:
(v) a sports stadium:
(vi) a circus, fair, amusement parlour, arcade or park, theme park, or other similar venue:
(b) a venue that is not a fixed permanent structure, including (without limitation)—
(i) a tent or marquee:
(ii) a vehicle, vessel, aircraft, trailer, or other conveyance:
(c) a footpath (whether or not undercover):
(d) a concourse area (whether or not enclosed):
(e) an Internet café or cyber-café, or any other venue at which the primary activity is electronic media (including games):
(f) a library, art gallery, museum, theatre, cinema, or other similar venue:
(g) a place of worship.

4. Policy Objectives

4.1. To control the growth of Class 4 gambling within the District.

4.2. To manage the availability of Class 4 gambling within the District.

4.3. To prevent and minimise harm to the community caused by gambling, including problem gambling.

4.4. To enable those who choose to participate in Class 4 gambling to do so, safely and responsibly within the District.

5. Policy Statement

5.1. New Class 4 Venue Establishment Provisions

5.1.1. The Waimakariri District Council allows the establishment of new Class 4 gambling venues within the District, subject to the requirements set out in this Policy.

5.2. Per Capita Cap Policy

5.2.1. The Council uses a per capita cap of 38 EGMs per 10,000 residents aged 18 years and over to regulate the number of electronic gaming machines (EGMs) that may be operated within the district. Accordingly, the maximum number of EGMs permitted in the district is 197*. This per capita cap will remain in effect until the policy undergoes its next statutory review in 2029.

*Note: The Council has used 2023 Census population data to calculate the maximum number of EGMs permitted in the district.

5.3. Location Specific Restrictions for Venues

5.3.1 Venues must not be located within a Residential Zone as defined by the Partially Operative District Plan 2025. These zones are:

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- Large Lot Residential Zone

- Medium Density Residential Zone

- General Residential Zone

- Settlement Zone

5.3.2 Venues must not be located within the Kāinga Nohoanga or Pegasus Resort Special Purpose Zones. These zones include residential activities, and allowing gambling venues within them would undermine the special purpose and unique character of the zones.

5.3.3 Venues must not be located on sites that would result in unnecessary exposure to Class 4 gambling activities for persons under 18 years of age, including at schools, playgrounds, and similar facilities.

5.3.4 Venues must not be located within premises where the primary activity is associated with children or families.

5.4. Venue specific restrictions

5.4.1 The primary activity of the venue, and its primary source of income, must not be Class 4 gambling.

5.4.2 The primary activity of the venue may be:

- The sale and supply of alcohol for consumption on the premises under the Sale and Supply of Alcohol Act 2012 (e.g. on-licensed premises, club-licensed premises, or chartered clubs); or

- The conduct of racing and betting under the Racing Industry Act 2020 (e.g. a TAB venue).

5.4.3 Electronic gaming machines must not be visible from the road.

5.4.4 External signage at venues must be limited to one sign per site. The sign must be of an appropriate size, attached directly to the building, and indicate that gaming machines are available on the premises. Advertising of prize money of any description must not be visible from outside the premises.

5.4.5 The gambling area of a venue must not have a separate entrance from the street, a separate name, or otherwise appear to be a separate activity from the primary venue.

5.4.6 Venues must have a host responsibility and gambling harm minimisation policy, as well as a staff training programme.

5.5. Relocation Policy

5.5.1. The Council allows the relocation of Class 4 gambling venues within the district, subject to

the conditions set out in Section 5.3 and 5.4.

5.5.2. An existing venue within the district to which a Class 4 licence applies may be replaced by a venue at a new location. The proposed new location must comply with all other requirements of this policy.

5.6. Applications and Fees

5.6.1. All applications will be publicly notified and open for submissions for a period of 10 working days. The Hearings Committee will hear and decide all applications.

5.6.2. All fees and charges must be paid before any consent is granted. A deposit of $1,000 is required with hearing costs and disbursements charged monthly.

5.6.3. Councillor and staff time is charged at the rates specified in the Fees and Charges Schedule.

6. Links to Legislation, Community Outcomes and the District Plan

6.1. Legislation

- Gambling Act 2003 and regulations made under the Gambling Act 2003
- Local Government Act 2002

6.2. Community Outcomes

6.2.1. Effect is given to the principles of the Treaty of Waitangi.

6.2.2. Social

- Council commits to promoting health and wellbeing and minimising the risk of social harm in its communities.
- Public spaces are diverse, respond to changing demographics, and meet local needs for leisure and recreation.

6.2.3. Economic

- Enterprises are supported and enabled to succeed.
- There are sufficient and appropriate locations within the district for businesses to establish and operate.

6.3. District Plan

- Waimakariri District Council Partially Operative District Plan (2025)

7. Adoption, approval and date

Adopted by Waimakariri District Council on [Date Month] 2026.

8. Review date

[Date Month] 2029

9. Policy owned by

Manager, Planning and Regulation

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Phone 0800 965 468

Totalisator Agency Board Venue Policy

1. Purpose

Sports and racing betting in New Zealand (NZ) is regulated by the *Racing Industry Act 2020* (the Act). The Act requires territorial authorities to adopt and periodically review a Totalisator Agency Board (TAB) Venue Policy.

This policy applies only to standalone TAB venues owned or leased by TAB NZ. It does not apply to TAB terminals located within privately owned premises, such as hotels, taverns, or clubs, as these may be established without territorial authority consent.

The policy provides a framework for the Waimakariri District Council (Council) to manage the availability and location of TAB venues and the growth of sports and racing betting activities within the district. This supports the Council's efforts to minimise gambling harm, including problem gambling.

This policy should be read in conjunction with the definitions provided in Section 3.

2. Policy Context

Section 93 of the *Racing Industry Act 2020* requires TAB NZ to obtain territorial authority consent before establishing a TAB venue.

A territorial authority is required to consider an application for consent in accordance with its TAB Venue Policy.

The Council adopted its first TAB Venue Policy in 2004 to meet the requirements of the Act. Section 97 of the Act requires the policy to be reviewed within three years of its last review. The policy remains in force even if it is due for review or is currently being reviewed.

The review process also provides an opportunity for community input through formal consultation, ensuring that any updated policy reflects community views and is appropriate for the district's needs and expectations.

At present, there are no standalone TAB venues in the Waimakariri District.

3. Definitions

Council means the Waimakariri District Council

District means the Waimakariri District

Harm:

(a) means harm or distress of any kind arising from, or caused or exacerbated by, a person's gambling; and

(b) includes personal, social, or economic harm suffered—

(i) by the person; or

(ii) by the person's spouse, civil union partner, de facto partner, family, whānau, or wider community; or

(iii) in the workplace; or

(iv) by society at large

Problem gambler:

A person whose gambling causes harm or may cause harm

TAB New Zealand or TAB NZ:

The body established by section 54 to conduct racing betting, sports betting, or other racing or sports betting under the Racing Industry Act 2020.

TAB venue:

Premises owned or leased by TAB NZ and where the main business carried on at the premises is providing racing betting, sports betting, or other racing or sports betting services under the Racing Industry Act 2020

4. Policy Objectives

4.1. To control the availability and location of standalone TAB venues within the district.
4.2. To control the growth of sports and racing betting within the district.
4.3. To minimise harm to the community arising from TAB gambling, including problem gambling.
4.4. To enable those who wish to participate in TAB gambling to do so safely and responsibly within the district.

5. Policy Statement

5.1. New TAB Venue Establishment Provisions

5.1.1. The Waimakariri District Council allows the establishment of new TAB venues within the district, subject to the requirements specified in this policy.

5.1.2. Since the Council's first TAB Venue Policy was adopted in 2004, no applications for consent to establish a new TAB venue have been received. Should the Council receive an application in the future, it will consider whether a district-wide cap is necessary to regulate the number of TAB venues permitted within the district.

5.2. Location-specific Restrictions for TAB Venues

5.2.1. TAB venues must not be located within a Residential Zone as defined by the Partially Operative District Plan 2025. These zones are:

- Large Lot Residential Zone
- Medium Density Residential Zone
- General Residential Zone
- Settlement Zone

5.2.2. Venues must not be located within the Kāinga Nohoanga or Pegasus Resort Special Purpose Zones. These zones include residential activities, and allowing gambling venues within them would undermine the special purpose and unique character of the zones.

5.2.3. Venues must not be on a site that the Council considers will unnecessarily display gambling activity to places and institutions primarily frequented by people under the age of 18 years.

5.3. Applications and fees

5.3.1. All applications will be publicly notified and open for submissions for a period of 10 working days. The Hearings Committee will hear and decide all applications.

5.3.2. All fees and charges must be paid before any consent is granted. A deposit of $1,000 is required with hearing costs and disbursements charged monthly.

5.3.3. Councillor and staff time is charged at the rates specified in the Fees and Charges Schedule.

6. Links to Legislation, Community Outcomes and the District Plan

6.1. Legislation:

Racing Industry Act 2020

Local Government Act 2002 (related to decision making and consultation)

6.2. Community Outcomes:

Effect is given to the principles of the Treaty of Waitangi

6.2.2. Social:

- Council commits to promoting health and wellbeing and minimising the risk of social harm to its communities
- Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation

6.2.3. Economics:

- Enterprises are supported and enabled to succeed
- There are sufficient and appropriate locations where businesses can set up in our district

6.3. Other Relevant Council Documents

Waimakariri District Council Partially Operative District Plan 2025

7. Adoption, approval and date

The TAB Venue Policy was adopted by Waimakariri District Council on [Date Month 2026].

8. Review date

[Date Month 2029]

9. Policy owned by

Manager, Planning and Regulation

Waimakariri District Council
215 High Street
Private Bag 1005
Rangiora 7440, New Zealand
Phone 0800 965 468

Class 4 Gambling Venue Policy

1. Purpose

Class 4 gambling in New Zealand is regulated by the Gambling Act 2003. The Act requires territorial authorities to adopt a Class 4 Gambling Venue Policy and review it every three years.

The policy provides a framework for the Council to manage the availability and location of Class 4 gambling venues and the growth of Class 4 gambling activities within the district, with the aim of preventing and minimising gambling related harm to individuals, families and the wider community.

This policy should be read in conjunction with the definitions provided in Section 3.

2. Policy Context

Section 98 of the Gambling Act 2003 requires corporate societies to obtain territorial authority consent in the following circumstances:

- when applying to the Department of Internal Affairs for a Class 4 venue licence to establish a new gambling venue
- when seeking to increase the number of electronic gaming machines (EGMs) at an existing Class 4 gambling venue
- when proposing, in accordance with the Council's relocation policy, to relocate a Class 4 gambling venue

The Council must consider and determine applications for territorial authority consent in accordance with this Policy.

As part of each statutory review of the Policy, the Council assesses the social impacts of Class 4 gambling to better understand the local gambling environment, including its associated benefits and harms. The review process also provides an opportunity for community input through formal consultation, helping to ensure that the Policy reflects community views and remains appropriate for the district.

3. Definitions

The following definitions apply to this policy.

Availability of Gambling:
Availability of gambling means the extent to which Class 4 gambling opportunities are accessible within the district.

Class 4 gambling:

Gambling that satisfies the following criteria:

a) the net proceeds from the gambling are applied to, or distributed for, authorised purposes; and
b) either—
(i) no commission is paid to or received by a person for conducting the gambling; or
(ii) the only commission that is paid to or received by a person for conducting the gambling is a commission payment to a venue operator that complies with regulations made under section 371(1)(dd); and
c) there are game rules for the gambling; and
d) the gambling, and the conduct of the gambling, satisfies relevant game rules; and
e) either—
(i) the Secretary has categorised the gambling as class 4 gambling and not as another class of gambling; or
(ii) the gambling utilises or involves a gaming machine.

Council:

Council means the Waimakariri District Council.

District:

District means the Waimakariri District.

Gambling harm:

(a) harm or distress of any kind arising from, or caused or exacerbated by, a person's gambling; and
(b) includes personal, social, or economic harm suffered—
(i) by the person; or
(ii) by the person's spouse, civil union partner, de facto partner, family, whānau , or wider community; or
(iii) in the workplace; or
(iv) by society at large

Growth of gambling:

Growth of gambling means an increase over time in gambling participation, gambling expenditure, gambling frequency, the number of Class 4 gambling venues or EGMs, or the overall scale of Class 4 gambling activity within the district.

Unsuitable class 4 venues:

The following venues are declared unsuitable to be a class 4 venue:
(a) a venue at which the primary activity is anything other than onsite entertainment, recreation, or leisure focused on persons 18 years and over, including (without

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limitation)—
(i) a dairy, supermarket, or other similar venue:
(ii) a fast-food outlet or other similar venue:
(iii) an office:
(iv) a private residence:
(v) a sports stadium:
(vi) a circus, fair, amusement parlour, arcade or park, theme park, or other similar venue:
(b) a venue that is not a fixed permanent structure, including (without limitation)—
(i) a tent or marquee:
(ii) a vehicle, vessel, aircraft, trailer, or other conveyance:
(c) a footpath (whether or not undercover):
(d) a concourse area (whether or not enclosed):
(e) an Internet café or cyber-café, or any other venue at which the primary activity is electronic media (including games):
(f) a library, art gallery, museum, theatre, cinema, or other similar venue:
(g) a place of worship.

4. Policy Objectives

4.1. To control the growth of Class 4 gambling within the District.

4.2. To manage the availability of Class 4 gambling within the District.

4.3. To prevent and minimise harm to the community caused by gambling, including problem gambling.

4.4. To enable those who choose to participate in Class 4 gambling to do so, safely and responsibly within the District.

5. Policy Statement

5.1. New Class 4 Venue Establishment Provisions

5.1.1. The Waimakariri District Council allows the establishment of new Class 4 gambling venues within the District, subject to the requirements set out in this Policy.

5.2. Per Capita Cap Policy

5.2.1. The Council uses a per capita cap of 38 EGMs per 10,000 residents aged 18 years and over to regulate the number of electronic gaming machines (EGMs) that may be operated within the district. Accordingly, the maximum number of EGMs permitted in the district is 197*. This per capita cap will remain in effect until the policy undergoes its next statutory review in 2029.

*Note: The Council has used 2023 Census population data to calculate the maximum number of EGMs permitted in the district.

5.3. Location Specific Restrictions for Venues

5.3.1 Venues must not be located within a Residential Zone as defined by the Partially Operative District Plan 2025. These zones are:

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- Large Lot Residential Zone

- Medium Density Residential Zone

- General Residential Zone

- Settlement Zone

5.3.2 Venues must not be located within the Kāinga Nohoanga or Pegasus Resort Special Purpose Zones. These zones include residential activities, and allowing gambling venues within them would undermine the special purpose and unique character of the zones.

5.3.3 Venues must not be located on sites that would result in unnecessary exposure to Class 4 gambling activities for persons under 18 years of age, including at schools, playgrounds, and similar facilities.

5.3.4 Venues must not be located within premises where the primary activity is associated with children or families.

5.4. Venue specific restrictions

5.4.1 The primary activity of the venue, and its primary source of income, must not be Class 4 gambling.

5.4.2 The primary activity of the venue may be:

- The sale and supply of alcohol for consumption on the premises under the Sale and Supply of Alcohol Act 2012 (e.g. on-licensed premises, club-licensed premises, or chartered clubs); or

- The conduct of racing and betting under the Racing Industry Act 2020 (e.g. a TAB venue).

5.4.3 Electronic gaming machines must not be visible from the road.

5.4.4 External signage at venues must be limited to one sign per site. The sign must be of an appropriate size, attached directly to the building, and indicate that gaming machines are available on the premises. Advertising of prize money of any description must not be visible from outside the premises.

5.4.5 The gambling area of a venue must not have a separate entrance from the street, a separate name, or otherwise appear to be a separate activity from the primary venue.

5.4.6 Venues must have a host responsibility and gambling harm minimisation policy, as well as a staff training programme.

5.5. Relocation Policy

5.5.1. The Council allows the relocation of Class 4 gambling venues within the district, subject to

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the conditions set out in Section 5.3 and 5.4.

5.5.2. An existing venue within the district to which a Class 4 licence applies may be replaced by a venue at a new location. The proposed new location must comply with all other requirements of this policy.

5.6. Applications and Fees

5.6.1. All applications will be publicly notified and open for submissions for a period of 10 working days. The Hearings Committee will hear and decide all applications.

5.6.2. All fees and charges must be paid before any consent is granted. A deposit of $1,000 is required with hearing costs and disbursements charged monthly.

5.6.3. Councillor and staff time is charged at the rates specified in the Fees and Charges Schedule.

6. Links to Legislation, Community Outcomes and the District Plan

6.1. Legislation

- Gambling Act 2003 and regulations made under the Gambling Act 2003
- Local Government Act 2002

6.2. Community Outcomes

6.2.1. Effect is given to the principles of the Treaty of Waitangi.

6.2.2. Social

- Council commits to promoting health and wellbeing and minimising the risk of social harm in its communities.
- Public spaces are diverse, respond to changing demographics, and meet local needs for leisure and recreation.

6.2.3. Economic

- Enterprises are supported and enabled to succeed.
- There are sufficient and appropriate locations within the district for businesses to establish and operate.

6.3. District Plan

- Waimakariri District Council Partially Operative District Plan (2025)

7. Adoption, approval and date

Adopted by Waimakariri District Council on [Date Month] 2026.

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8. Review date

[Date Month] 2029

9. Policy owned by

Manager, Planning and Regulation

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Waimakariri District Council
215 High Street
Private Bag 1005
Rangiora 7440, New Zealand
Phone 0800 965 468

Totalisator Agency Board Venue Policy

1. Purpose

Deleted: Introduction

Sports and racing betting in New Zealand (NZ) is regulated by the *Racing Industry Act 2020* (the Act). The Act requires territorial authorities to adopt and periodically review a Totalisator Agency Board (TAB) Venue Policy.

This policy applies only to standalone TAB venues owned or leased by TAB NZ. It does not apply to TAB terminals located within privately owned premises, such as hotels, taverns, or clubs, as these may be established without territorial authority consent.

The policy provides a framework for the Waimakariri District Council (Council) to manage the availability and location of TAB venues and the growth of sports and racing betting activities within the district. This supports the Council's efforts to minimise gambling harm, including problem gambling.

This policy should be read in conjunction with the definitions provided in Section 3.

2. Policy Context

Deleted: A TAB (Totalisator Agency Board) venue is operated in premises owned or leased by TAB NZ where the main business carried out is racing betting or sports betting services under the Racing Industry Act 2020.¶
The Racing Industry Act 2020 requires TAB NZ to gain consent from territorial authorities if it proposes to establish a new TAB venue.¶
The policy is limited to TAB NZ owned TAB outlets. It does not cover TAB terminals in privately owned premises such as hotels, taverns or clubs as these may be established without territorial authority consent.¶

Section 93 of the *Racing Industry Act 2020* requires TAB NZ to obtain territorial authority consent before establishing a TAB venue.

A territorial authority is required to consider an application for consent in accordance with its TAB Venue Policy.

The Council adopted its first TAB Venue Policy in 2004 to meet the requirements of the Act. Section 97 of the Act requires the policy to be reviewed within three years of its last review. The policy remains in force even if it is due for review or is currently being reviewed.

The review process also provides an opportunity for community input through formal consultation, ensuring that any updated policy reflects community views and is appropriate for the district's needs and expectations.

At present, there are no standalone TAB venues in the Waimakariri District.

3. Definitions

Council means the Waimakariri District Council

District means the Waimakariri District

Harm:

(a) means harm or distress of any kind arising from, or caused or exacerbated by, a person's gambling; and

(b) includes personal, social, or economic harm suffered—

(i) by the person; or

(ii) by the person's spouse, civil union partner, de facto partner, family, whānau, or wider community; or

(iii) in the workplace; or

(iv) by society at large

Problem gambler:

A person whose gambling causes harm or may cause harm

TAB New Zealand or TAB NZ:

The body established by section 54 to conduct racing betting, sports betting, or other racing or sports betting under the Racing Industry Act 2020.

TAB venue:

Premises owned or leased by TAB NZ and where the main business carried on at the premises is providing racing betting, sports betting, or other racing or sports betting services under the Racing Industry Act 2020

4. Policy Objectives

4.1. To control the availability and location of standalone TAB venues within the district.
4.2. To control the growth of sports and racing betting within the district.
4.3. To minimise harm to the community arising from TAB gambling, including problem gambling.
4.4. To enable those who wish to participate in TAB gambling to do so safely and responsibly within the district.

Deleted: Under Section 65D of the Racing Industry Act 2020, territorial authorities must adopt a Board Venue policy for stand-alone TABs operated by TAB NZ. ¶
If all TABs within a District are inside a licensed premises or club, the territorial authority is still required to have a TAB Venue Policy, even though there are no premises to which it applies.¶

Deleted: To ensure the Council and the community has influence over the provision of gambling in the District.¶
Section 96 of the Racing Industry Act 2020 specifies:¶
A territorial authority must, within 6 months after the commencement of this section, adopt a policy on Board venues.¶
In adopting a policy, the territorial authority must have regard to the social impact of gambling within the territorial authority district.¶
The policy must specify whether or not new Board venues may be established in the territorial authority district and, if so, where they may be located.¶
In determining its policy on whether Board venues may be established in the territorial district and where any Board venues may be located, the territorial authority may have regard to any relevant matters, including—¶
the characteristics of the district and parts of the district:¶
the location of kindergartens, early childhood centres, schools, places of worship, and other community facilities:¶
the cumulative effects of additional opportunities for gambling in the ***<object>***district.¶

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5. Policy Statement

5.1. New TAB Venue Establishment Provisions

5.1.1. The Waimakariri District Council allows the establishment of new TAB venues within the district, subject to the requirements specified in this policy.

5.1.2. Since the Council's first TAB Venue Policy was adopted in 2004, no applications for consent to establish a new TAB venue have been received. Should the Council receive an application in the future, it will consider whether a district-wide cap is necessary to regulate the number of TAB venues permitted within the district.

5.2. Location-specific Restrictions for TAB Venues

5.2.1. TAB venues must not be located within a Residential Zone as defined by the Partially Operative District Plan 2025. These zones are:

- Large Lot Residential Zone
- Medium Density Residential Zone
- General Residential Zone
- Settlement Zone

5.2.2. Venues must not be located within the Kāinga Nohoanga or Pegasus Resort Special Purpose Zones. These zones include residential activities, and allowing gambling venues within them would undermine the special purpose and unique character of the zones.

5.2.3. Venues must not be on a site that the Council considers will unnecessarily display gambling activity to places and institutions primarily frequented by people under the age of 18 years.

5.3. Applications and fees

5.3.1. All applications will be publicly notified and open for submissions for a period of 10 working days. The Hearings Committee will hear and decide all applications.

5.3.2. All fees and charges must be paid before any consent is granted. A deposit of $1,000 is required with hearing costs and disbursements charged monthly.

5.3.3. Councillor and staff time is charged at the rates specified in the Fees and Charges Schedule.

6. Links to Legislation, Community Outcomes and the District Plan

6.1. Legislation:

Racing Industry Act 2020

Local Government Act 2002 (related to decision making and consultation)

6.2. Community Outcomes:

Effect is given to the principles of the Treaty of Waitangi

6.2.2. Social:

- Council commits to promoting health and wellbeing and minimising the risk of social harm to its communities
- Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation

6.2.3. Economics:

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- Enterprises are supported and enabled to succeed
- There are sufficient and appropriate locations where businesses can set up in our district

6.3. Other Relevant Council Documents

Waimakariri District Council Partially Operative District Plan 2025

7. Adoption, approval and date

The TAB Venue Policy was adopted by Waimakariri District Council on [Date Month 2026].

8. Review date

[Date Month 2029]

9. Policy owned by

Manager, Planning and Regulation

Deleted: There are wide ranging opportunities for people to contribute to the decision making that affects our District¶
The Council makes information about its plans and activities readily available¶
The Council takes account of the views across the community including mana whenua¶
The Council makes known its views on significant proposals by others affecting the District's wellbeing¶
Opportunities for collaboration and partnerships are actively pursued.¶
There is a safe environment for all¶
Crime, injury and harm from road crashes, gambling, and alcohol abuse are minimised. ¶

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Adopted by Waimakariri District Council on 4 October 2022¶

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Social Impact Assessment of Gambling in Waimakariri

A Report to Support the Statutory Review of the Gambling (Class 4) Venue Policy and Totalisator Agency Board Venue Policy

Waimakariri District Council

July 2026

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EXECUTIVE SUMMARY

This report presents the findings of a Social Impact Assessment undertaken as part of the Council's statutory review of the Class 4 Gambling Venue Policy and Totalisator Agency Board Venue Policy. Gambling can generate both positive and negative impacts on communities. Changes to a gambling policy may influence access and availability, with implications for economic outcomes, community wellbeing, and public health. It is therefore important that policy development takes a balanced approach, maximising benefits while minimising harm.

This Social Impact Assessment primarily focuses on Class 4 gambling within the Waimakariri district, as there are no standalone TAB venues. The Assessment examines a range of social impacts, including effects on people's way of life, health and wellbeing, community safety, and financial wellbeing; recognising that these impacts are complex and interrelated. The assessment draws primarily on secondary data from national and local sources, supplemented by targeted stakeholder consultation. Key limitations include gaps in local data, limited stakeholder input, and challenges in isolating the impacts of Class 4 gambling from other forms of gambling.

At present, there are 11 Class 4 gambling venues and 163 electronic gaming machines in Waimakariri. The district ranks second in the Canterbury region for the number of electronic gaming machines. Since the last review of the Council's Class 4 Gambling Venue Policy in 2022, the number of venues has remained stable and the number of gaming machines has declined slightly, suggesting that gambling opportunities within the district have not increased overall.

Gambling provides benefits to the district, including entertainment opportunities, employment, and funding for community initiatives through grants. The assessment indicates that reliance on these grants varies, with some organisations depending heavily on this funding while others have limited reliance.

Despite these benefits, the district experiences significant financial losses from Class 4 gambling, amounting to millions of dollars annually, with losses continuing to rise. As there is no requirement for gambling proceeds to be redistributed locally, less than 20% of gambling expenditure is returned to the district through grants. For example, in 2024, the district lost approximately $10.3 million through Class 4 gambling, while only around $1.7 million was returned through grants. This indicates that the financial benefits received by the district are substantially lower than the amount lost through gambling expenditure.

Available evidence suggests that levels of identified problem gambling in Waimakariri are low, with fewer than 10 individuals accessing support services. However, this may understate the true extent of gambling harm, as harm can affect not only individuals who gamble but also their families and the wider community through social, emotional, and financial impacts. The full scale of harm remains difficult to determine due to data limitations and underreporting.

Against this backdrop, the Council's approach to regulating Class 4 gambling seeks to balance harm minimisation with economic flexibility. Given the district's low levels of identified problem gambling and the absence of significant growth in gambling venues or electronic gaming machines, a proportionate regulatory approach is considered appropriate. This enables potential risks to be managed while avoiding unnecessary regulatory constraints.

GLOSSARY OF TERMS

This section defines key terms used in this report.

Authorised Purpose for Class 4 gambling:

(i) a charitable purpose:

(ii) a non-commercial purpose that is beneficial to the whole or a section of the community:

(iii) promoting, controlling, and conducting race meetings under the Racing Industry Act 2020, including the payment of stakes:

Casino:

A gambling operation—

(i) for which there are game rules; and

(ii) that satisfies those game rules; and

(iii) which is conducted in accordance with those game rules; and

(iv) to which both a casino venue licence and a casino operator's licence apply;

but does not include gambling conducted by TAB NZ as referred to in section 120 of the Gambling Act 2003.

Community sensitive sites:

Locations where people regularly gather for specific purposes, and where exposure to gambling should be minimised to prevent related harm.

Class 4 Gambling:
Gambling that satisfies the following criteria:

a) the net proceeds from the gambling are applied to, or distributed for, authorised purposes; and
b) either—
    (i) no commission is paid to or received by a person for conducting the gambling; or
    (ii) the only commission that is paid to or received by a person for conducting the gambling is a commission payment to a venue operator that complies with regulations made under section 371(1)(dd); and
c) there are game rules for the gambling; and
d) the gambling, and the conduct of the gambling, satisfies relevant game rules; and
e) either—

    (i) the Secretary has categorised the gambling as class 4 gambling and not as another class of gambling; or
    (ii) the gambling utilises or involves a gaming machine.

Club:

A voluntary association of persons combined for a purpose other than personal gain.

Corporate societies:

Legally registered entities that operate as non-profit organisations.

Gambling Expenditure:

The gross amount wagered by gamblers, less the amount paid out or credited as prizes or dividends. In other words, it is the amount lost or spent by players, as well as the gross profit of the gambling operator.

Gambling harm:

(a) harm or distress of any kind arising from, or caused or exacerbated by, a person's gambling; and

(b) includes personal, social, or economic harm suffered—

(i) by the person; or

(ii) by the person's spouse, civil union partner, de facto partner, family, whanau, or wider community; or

(iii) in the workplace; or

(iv) by society at large.

Gaming Machine Profit:

The turnover of class 4 gambling minus the total prizes paid.

Net proceeds:

The amount remaining from gaming machine proceeds, after various costs, levies and taxes have been deducted.

Problem gambling:

Gambling behavior that is damaging to a person or their family, often disrupting their daily life and career.

Problem gambler:

A person whose gambling causes harm or may cause harm.

TAB New Zealand or **TAB NZ:**

The body established by section 54 to conduct racing betting, sports betting, or other racing or sports betting under the Racing Industry Act 2020.

TAB venue:

Premises owned or leased by TAB NZ and where the main business carried on at the premises is providing racing betting, sports betting, or other racing or sports betting services under the Racing Industry Act 2020.

Turnover:

The aggregate stakes in a gambling activity.

1: INTRODUCTION

1.1. Statutory Review of Class 4 Gambling Venue Policy

The primary legislation governing Class 4 gambling in New Zealand (NZ) is the Gambling Act 2003 (Gambling Act), which sets out the legal framework for licensing, compliance, harm minimisation, and enforcement. Under the Act, responsibility for licensing and administering Class 4 gambling rests with the DIA.

The Gambling Act provides territorial authorities (TAs) with the authority to regulate Class 4 gambling (non-casino electronic gaming machines) within their jurisdictions and to manage the impacts that gambling has on their communities. Accordingly, TAs have a statutory obligation to adopt, review and maintain a Class 4 Gambling Venue Policy. As explained in Section 2.2 of this report, this policy guides TAs in considering applications for consent to establish new Class 4 gambling venues, relocate existing venues, or increase the number of gaming machines at existing venues within their districts.

The Gambling Act provides clear guidance on the matters that must or may be included in a Class 4 Gambling Venue Policy. Further information on these statutory requirements is provided in Appendix 1(a).

Waimakariri District Council (Council) adopted its first Class 4 Gambling Venue Policy in April 2004. Since then, the policy has been reviewed six times, including the most recent statutory review completed in 2022. The current policy was due for its next review in October 2025. A summary of the current Class 4 Gambling Venue Policy is provided in Appendix 1(b).

Section 102 of the Gambling Act states the Class 4 Gambling Venue Policy must be reviewed within three years of its previous review. The policy continues to have effect while it is due for review or is undergoing review.

Class 4 gambling has the potential to deliver community benefits while also causing gambling-related harm. Any significant change to a gambling policy can influence access to and the availability of Class 4 gambling. This contributes to social change in the economy, community wellbeing, and public health. The policy review process must take a balanced approach that considers both the positive and negative aspects of Class 4 gambling. Section 101(2) of the Gambling Act requires TAs to consider the social impacts of gambling when adopting their policies. This enables TAs to identify the best policy options for the communities they serve, to maximise the benefits of gambling while avoiding or minimising adverse impacts.

Overall, a social impact assessment provides decision makers and those affected by gambling with robust information prior to any significant policy changes being considered. This report fulfils the requirement to assess the social impacts of gambling in Waimakariri, and its findings will inform the statutory review of the Council's Class 4 Gambling Venue Policy and TAB Venue Policy.

The objectives of this social impact assessment (the assessment) are to:

- Identify trends in gambling, including emerging vulnerabilities and areas of concern in Waimakariri.
- Assess both the benefits (for example, community funding) and harms associated with gambling in Waimakariri and
- Support evidence-based decisions regarding machine numbers, venue density, and relocation provisions that reflect community needs.

1.2. Statutory Review of Totalisator Agency Board Venue Policy

Section 96 of the Racing Industry Act 2020 requires TAs to adopt a Totalisator Agency Board (TAB) Venue Policy that specifies whether new TAB venues may be established in the district and where any TAB venues may be located. This policy applies only to standalone TAB venues owned or leased by TAB NZ, where the primary business conducted at the premises is providing racing betting, sports betting, or other racing or sports betting services under the Act.

The Council first adopted its TAB Venue Policy (previously referred to as the Board Venue Policy) in 2004 through a special consultative procedure. The most recent review of the policy was undertaken in 2022. As required by section 97 of the Racing Industry Act 2020, the policy must be reviewed within three years of the previous review, and it continues to have effect while it is under review.

At present, there are no standalone TAB venues owned by TAB NZ in the Waimakariri District. No applications for TAB venues have been received by the Council since the TAB Venue Policy was first adopted.

When adopting a TAB Venue Policy, TAs are required under section 96 of the Racing Industry Act 2020 to have regard to the social impacts of TAB betting. However, as there are currently no standalone TAB venues in the district, there is limited basis for assessing these impacts. Consequently, the remainder of this report focuses primarily on the social impacts of Class 4 gambling.

1.3. Scope of Social Impact Assessment

Geographical scope – This covers Class 4 gambling activities and their impacts within the Waimakariri District. Where relevant, references to neighbouring districts are provided for comparative or contextual purposes.

Type of gambling considered under the assessment – The assessment focuses on Class 4 gambling (non-casino electronic gaming machines). Please refer to Section 2.1 of this report for more information.

Information and data related to other types of gambling (e.g., online gambling, casino gambling) are presented in this report to provide a better understanding of the overall gambling environment within which Class 4 gambling operates, and for comparative purposes.

Social impacts assessed – The social impacts of Class 4 gambling may include both positive and negative changes to one or more of the following[1]:

- People's way of life – how they live, work, study, play and interact with one another on a day-to-day basis
- Culture – people's beliefs, customs, values
- Health and wellbeing – physical and mental health and overall wellbeing
- Community safety – criminal activities associated with gambling and perceptions of safety within the community
- Financial and property impacts – whether communities and individuals are economically affected, including changes in financial stress and property rights.

In general, it is not practical to prepare a comprehensive list of all the social impacts related to Class 4 gambling, as the impacts are interrelated and complex. However, the above list represents the key impacts covered in this assessment.

[1] Adopted from Vanclay, F. (2003). *International principles for social impact assessment. Impact Assessment and Project Appraisal*, 21(1), 5-12.)

Information and data sources – A social impact assessment of Class 4 gambling requires a wide range of data and information. This assessment primarily relies on secondary data (data that has already been collected by external organisations for some other purposes). Where data gaps were identified, primary data was collected through mini surveys with targeted stakeholders.

A significant amount of data related to Class 4 gambling was obtained from the Department of Internal Affairs (DIA). In addition, secondary data from Statistics New Zealand (Stats NZ), the Ministry of Health, the National Public Health Service and the Problem Gambling Foundation were used to compile the social baseline of the assessment. Where local-level data and evidence were limited, findings from previous academic research undertaken in NZ and other developed countries were used to inform the assessment of gambling harm.

Targeted stakeholder consultation was undertaken in three phases. The first phase involved consultation with stakeholders primarily working in gambling harm minimisation. The second and third phases involved consultation with all the corporate societies, the NZ Gaming Association, and a randomly selected group of gambling grant recipients in Waimakariri. Appendix 2 presents the list of stakeholders consulted as part of this assessment.

Limitations of the assessment – This assessment was subject to several limitations outside the control of Council staff who undertook it. These limitations directly or indirectly affect the understanding of Class 4 gambling activities in Waimakariri and their associated social impacts. The key limitations include:

- Lack of local level data on people who participate in Class 4 gambling
- Limited availability of local-level data on gambling harm, requiring reliance on regional, national, and international evidence to inform the assessment
- Limited stakeholder responses
- Potential stakeholder bias in submissions
- Assessment of certain social impacts based on secondary data and previous academic research rather than first-hand evidence
- Lack evidence to understand impact of Class 4 gambling on the broader district economy
- Difficulty in isolating the impacts of Class 4 gambling from other forms of gambling (e.g., online gambling)

Given the assessment's reliance on secondary data, the data quality and reliability are beyond the control of Council staff.

2: CLASS 4 GAMBLING: KEY FACTS AND THE ROLE OF TERRITORIAL AUTHORITIES

2.1. Class 4 Gambling

Section 20 of the Gambling Act classifies gambling into six legal classes:

I. Class 1 gambling
II. Class 2 gambling
III. Class 3 gambling
IV. Class 4 gambling
V. Casino gambling
VI. Gambling conducted by the Lotteries Commission

Racing and betting activities are considered a separate segment of gambling and are regulated under the Racing Industry Act 2020.

Class 1, 2, and 3 gambling activities do not use electronic gaming machines (EGMs), either directly or indirectly. Class 1 gambling is characterised as low-stake and low-turnover and therefore carries a relatively low level of risk. As the classification level increases, the amount of money spent, and the associated risk also increase. Class 4 gambling is described as high-turnover, high-risk gambling.

Section 31 of the Gambling Act states that Class 4 gambling can only be conducted by corporate societies that hold:

- a Class 4 operator's licence for the gambling; and
- a Class 4 venue licence for the place where the gambling is conducted.

There are two types of corporate societies that operate Class 4 gambling:

- Non-club societies – operate machines in separately owned pubs and bars.
- Club societies – operate gaming machines in their own clubrooms.

Although clubs are corporate societies under the Gambling Act, different rules apply to club societies compared with non-club societies. This report does not provide a complete description of the differences between the rules that apply to club and non-club societies but includes relevant information where necessary. Readers seeking more detailed information on Class 4 gambling in clubs may refer to the *Class 4 Gambling in Clubs* booklet published by DIA.[2]

The Totalisator Agency Board New Zealand (TAB NZ) and societies that are racing clubs may obtain licences from DIA to operate Class 4 gambling in their own venues. Although TAB NZ is a statutory body established under the Racing Industry Act 2020, section 33 of the Gambling Act 2003 requires that it be treated as a corporate society for the purposes of Class 4 operator and venue licensing, without altering its underlying legal status.

2.1.1. Class 4 Gambling Venues and Electronic Gaming Machines

Class 4 gambling venues are places where Class 4 gambling is operated. The number of EGMs permitted in each venue depends on when the venue was first licensed.[3] The permitted number of EGMs for and the conditions that apply are shown in Table 1.

Table 1: Maximum number of electronic gaming machines permitted per venue

When it was first licensed	Number of machines	Additional conditions or requirements	Section of Gambling Act
Venues licenced as at 17 October 2001	Maximum of 18 machines	Unless the venue has been without a licence for six months or more. (If a venue has been without a licence for six months or more, it losses its right to operate more than nine machines.)	Section 92

[2] DIA. (2025). *Gambling in Pubs and Clubs (Class 4)*. Available at: https://www.dia.govt.nz/Services-Casino-and-Non-Casino-Gaming-Gambling-in-Pubs-and-Clubs-(Class-4)
[3] DIA. (2021). *Drafting Policy – Gaming Machines Maximum Numbers*. Available at: https://www.dia.govt.nz/Gambling-territorial-authorities-policy-review-process-drafting-policy

Venues licenced after 17 October 2001	Maximum of 9 gaming machines	Unless: - a new venue licence is obtained that allows an increase in the number of machines, or - the existing licence is amended to allow an increase in the number of machines	Section 93 and 94
Clubs licenced after 18 September 2003	Maximum of 9 gaming machines	Unless the council has given consent to, and the Minister has exercised discretion to approve, a greater number of gaming machines, by meeting the requirements of either: - Section 95 (where clubs seek to merge – up to maximum of 30 machines may be approved) or - Section 96 of the Gambling Act (up to a maximum of 18 machines may be approved)	Section 95 and 96

Source: DIA. (2021). *Drafting Policy – Gaming Machines Maximum Numbers*

2.1.2. Distribution of Class 4 Gambling Machine Proceeds for Authorised Purposes

The Gambling (Class 4 Net Proceeds) Regulations 2004 set out the legal requirements governing the distribution of gambling proceeds to the community.

Under the Gambling Act, the purpose of Class 4 gambling must be to raise funds for authorised purposes. Corporate societies are required to specify their authorised purposes when applying to DIA for a Class 4 gambling licence, or when renewing an existing licence. Although all Class 4 gambling operators are subject to the authorised-purpose provisions of the Gambling Act, the scope and application of authorised purposes can differ depending on the type of corporate society (club societies, non-club societies, and racing clubs).

For non-club societies, authorised purposes may be:

(i) a charitable purpose or
(ii) a non-commercial purpose that is beneficial to the whole or a section of the community.

Authorised purposes for club societies may include expenditure on club facilities and member services or providing funds for subsections of the club (such as sports teams). Some clubs may also choose to distribute gaming proceeds as grants to community organisations, although this is not required under the Gambling Act.

The Gambling (Class 4 Net Proceeds) Regulations 2004, specify that corporate societies must distribute a minimum of 40% of their gross proceeds to authorised purposes (Figure 1). There is no law or regulation requiring that grants be made within the same community in which the funds were raised.

The second-largest portion of gambling proceeds is paid to the Government as gambling duty (23%). Corporate societies operating EGMs may retain 19.5% of the proceeds to cover administrative costs. The remaining 1.5% is allocated to the Ministry of Health to fund

gambling-related research and to provide treatment and support services for people affected by gambling harm. [4]

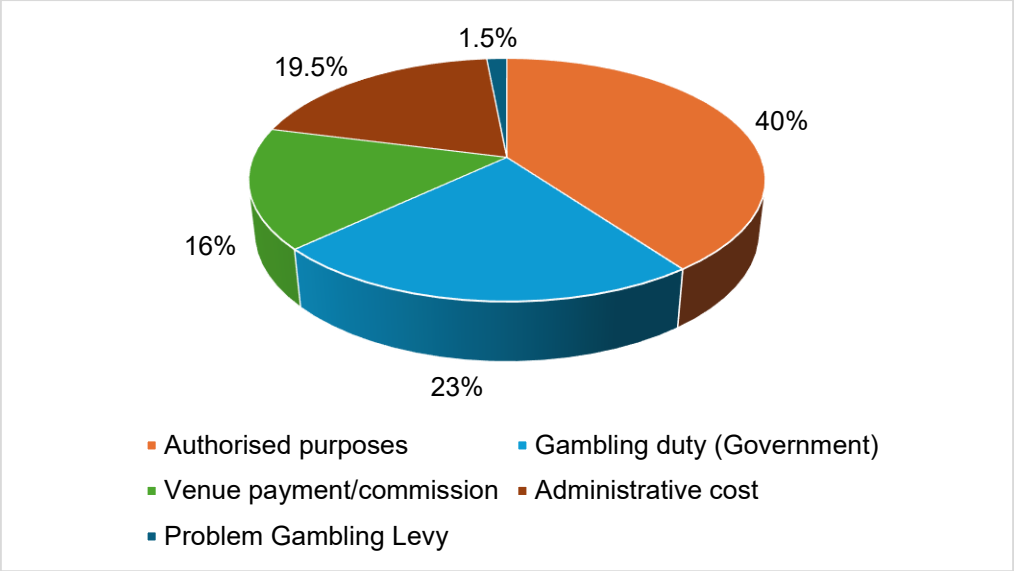


Figure 1: Allocation of Class 4 gambling gross proceeds (excluding GST)

Source: Problem Gambling Foundation. (no date). *Pokies/Class 4 Gambling [Fact Sheet]*

2.2. Role of territorial authorities in regulating Class 4 gambling

Territorial authorities have a limited role in regulating Class 4 gambling within their districts. Through their Class 4 Gambling Venue Policy, TAs can limit the number and location of Class 4 venues and may also set limits on the number of EGMs permitted in their district.

Before applying for a Class 4 venue licence, a corporate society must obtain consent from the relevant TA. The following sections outline the circumstances in which a corporate society must obtain TA consent.

A corporate society is required to obtain TA consent if it:

- proposes to increase the number of machines that may be operated at a Class 4 venue, either by applying for or amending a Class 4 venue licence.
- applies for ministerial discretion to permit an increase in the number of gaming machines at a club.
- establishes a new Class 4 venue at a location that did not hold a Class 4 venue licence on 17 October 2001.
- applies for a Class 4 venue licence and such a licence has not been held by any society for the venue within the last 6 months.
- relocates the venue to which a Class 4 venue licence currently applies. Such a proposal must be considered under the council's relocation policy and have the venue operator's agreement.

[4] Problem Gambling Foundation. (no date). *Pokies/Class 4 Gambling [Fact Sheet*]. Available at: https://www.pgf.nz/knowledge-hub/pokies-class-4-gambling

3: THE CLASS 4 GAMBLING ENVIRONMENT IN NEW ZEALAND

This section provides a detailed description of Class 4 gambling in NZ to better understand the broader gambling environment that Class 4 gambling in Waimakariri fits into.

3.1. Availability of Class 4 Gambling in New Zealand

Class 4 gambling is available and accessible throughout New Zealand, with venues and EGMs widely distributed across the country. As of December 2025, a total of 13,751 EGMs were operating in NZ across 957 venues[5]. The majority of Class 4 gambling venues (761) are concentrated in areas with medium to high socio-economic deprivation (deprivation deciles 5–10). Section 4.4 of this report provides a detailed description of socio-economic deprivation relevant to this impact assessment.

At the national level, the number of venues and EGMs shows a gradual reduction from 2020 to December 2025 (Table 2).

Table 2: Number of Class 4 gambling venues and EGMs in New Zealand from 2020 to 2025

Year	Number of venues	Number of EGMs
December 2020	1068	14,781
December 2021	1050	14,743
December 2022	1028	14,503
December 2023	1003	14,226
December 2024	977	13,985
December 2025	957	13,751

Source: DIA. (2026). *Class 4 Gambling Venue and Gaming Machine Numbers - Quarterly Lists.*

3.2. Participation in Class 4 Gambling

The 2023/24 New Zealand Gambling Survey[6] indicates that gambling is a common activity among New Zealanders. It is estimated that approximately 64% (around 2.7 million people) of adults aged 15 years and over participated in some form of gambling in the past 12 months. Lotto was the most popular form of gambling, with participation at around 55% of adults.

The survey also shows that a smaller proportion of adults (around 12%) participated in EGMs in pubs and clubs in the past year. Participation in EGMs is generally higher among males than females across most age groups.

The survey data indicates higher participation in EGMs at pubs and clubs among Māori and Pacific peoples compared with New Zealand European and other ethnic groups.

3.3. Expenditure on Class 4 Gambling

In NZ, the highest level of gambling expenditure has been associated with Class 4 gambling when compared with other regulated gambling via TAB NZ, NZ Lotteries products, and casinos (Figure 2). From 2019/20 to 2024/25, annual expenditure on Class 4 gambling consistently exceeded $800 million. [7]

[5] DIA. (2026). *Class 4 Gambling Venue and Gaming Machine Numbers - Quarterly Lists*. Available at: https://catalogue.data.govt.nz/dataset/class-4-gambling-venue-and-gaming-machine-numbers-quarterly-lists
[6] Health New Zealand. (2025). *New Zealand Gambling Survey 2023/24 (Kupe data explorer)*. Available at: https://kupe.healthpromotion.govt.nz/nzgs/
[7] DIA. (2025). Annual Gambling Expenditure Statistical Report. Available at: https://app.powerbi.com/view?r=eyJrIjoiNzBiOTUwNDQtZDNkNy00MDFkLWFmOWUtZThlNTljOGQ0NzJhIiwidCI6ImY2NTljYTVjLWZjNDctNGU5Ni1iMjRkLTE0Yzk1ZGYxM2FjYiJ9

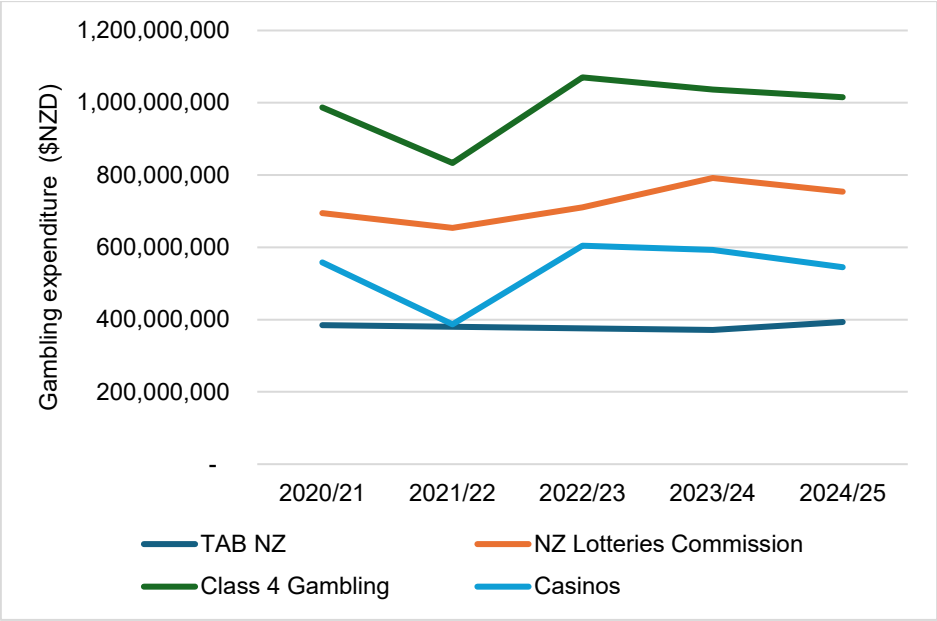


Figure 2: Annual gambling expenditure by gambling type in New Zealand (values are not adjusted for inflation)

Source: DIA. (2025). *Annual Gambling Expenditure Statistical Report*.

In 2024/25, expenditure on Class 4 gambling was approximately $1.02 billion, accounting for around 37% of total gambling expenditure (Table 3).[7] The estimated figure for 2024/25 was slightly lower than the previous year. After adjusting for inflation, per capita expenditure on Class 4 gambling was estimated as $180 for 2024/25. The reported per capita expenditure for other types of gambling was as follows: TAB $60, NZ Lotteries Commission $134, Casino $102.[7]

Table 3: Gambling expenditure by gambling type in year 2024/25

Gambling type	Expenditure in NZD (2024/25)
TAB NZ	393,386,981
NZ Lotteries Commission	754,261,000
Class 4 Gambling	1,015,358,561
Casinos	545,124,093
TOTAL	**2,792,274,423**

Source: DIA. (2025). *Annual Gambling Expenditure Statistical Report.*

3.4. Online gambling in New Zealand

With the advancement of technology, gambling behaviours have changed significantly, and online gambling is becoming increasingly popular. The PGF explains that “online gambling refers to internet gambling, internet TV gambling, and gambling on mobile devices.” Understanding the online gambling environment is important for the Class 4 gambling venue policy review, as Class 4 gambling and online gambling are interconnected, and changes in one area can significantly affect the other.

With fewer restrictions on online gambling and rapid advancements in technology, the online gambling market in NZ is on the rise. Although district-level data on online gambling is not available, it can be reasonably assumed that online gambling activities at the district level are also increasing.

Under the Gambling Act, the only entities legally permitted to offer online gambling services within NZ are TAB NZ and Lotto NZ. Online casinos based in NZ are considered illegal under this legislation. However, New Zealanders are allowed to participate in online gambling through

offshore websites, although these activities fall outside the scope of regulation provided by the current Gambling Act (DIA, 2025).

At the time this report was written, the DIA was working on introducing new legislation to regulate online gambling (online casinos). The DIA introduced a Bill to regulate online casino gambling on 30 June 2025, and the legislation is expected to be enacted in early 2026.

The New Zealand Gambling Survey 2023/24[6] shows:

- Over 1 million adults (31.1%) participated in some form of online gambling (including NZ-based and overseas platforms) in the last 12 months.
- Online gambling participation is higher among Māori followed by Pacific peoples, and lower among Asian populations.
- Participation is highest among moderate and high-risk gamblers, followed by low-risk gamblers.

Based on the available data and information on Class 4 gambling in Waimakariri, as well as the general understanding of online gambling, several policy implications have been identified:

a) The availability of both Class 4 gambling and online gambling opportunities contributes to overall growth in the gambling market within the district.
b) Due to the increasing Class 4 gambling expenditure over the past few years (2020–2024), it is possible that these two types of gambling have a complementary relationship. This means that growth in one type of gambling may automatically support growth in the other.
c) Reducing the accessibility and availability of Class 4 gambling could indirectly influence gamblers to participate in online gambling, and vice versa.

4: WAIMAKARIRI DISTRICT PROFILE

4.1. Waimakariri District

The Waimakariri district is located in the Canterbury Region, north of the Waimakariri River. The district shares boundaries with Christchurch City to the south, Selwyn District to the south and west, and Hurunui District to the north.

The Waimakariri district is geographically diverse, ranging from provincial townships such as Rangiora and Kaiapoi, through to the remote high country farming area of Lees Valley. Eighty percent of the district population is in the east of the district and approximately 60 percent of residents live in the four main urban areas of Rangiora, Kaiapoi, Woodend/Pegasus and Oxford. The remainder live in smaller settlements or the district's rural area, including approximately 6000 on rural- residential or rural 'lifestyle' blocks.

Geographically, socio-culturally and economically, the Waimakariri district is primarily a peri-urban area. Residents are drawn to and identify with the outdoor lifestyle and recreation opportunities available in our district. However, due to its proximity to Christchurch City, the district has a significant and growing urban and peri-urban population.

4.2. District Population

The total population of the Waimakariri District was estimated at 69,800 as at June 2025[8]. The district has a slightly higher number of females than males. The gender and age distribution of the population is presented in Table 4. The district is characterised by an ageing population, as the number of residents aged 65 years and over has surpassed the number of those aged under 15 over time (Figure 3).

Table 4: Age and gender distribution of the district population as at June 2025

Age (Years)	Male	Female
0-14	6,000	5,700
15-39	9,700	9,500
40-64	11,000	12,100
65 and Over	7,500	8,300
Total Population	**34,200**	**35,600**

Note: Due to rounding, individual figures may not always sum to the stated total(s).

Source: Stats NZ. (2025). Aotearoa Data Explorer: Subnational population estimates (TALB, SA3, SA2), by age and sex, at 30 June 1996-2025 (2025 boundaries)

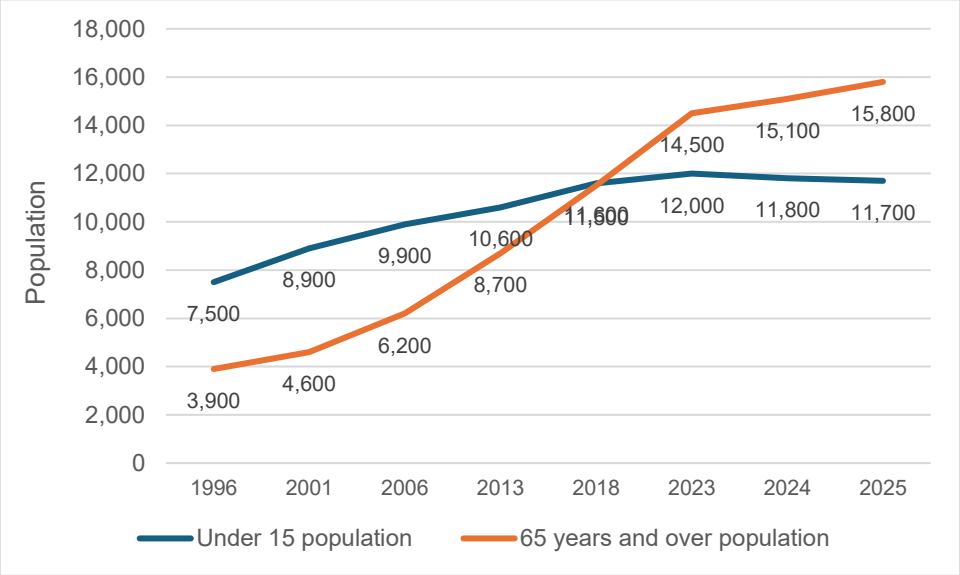


Figure 3: Changes in the proportion of the elderly population (aged 65 and over) and the young population (aged under 15) in Waimakariri from 1996 to 2025

Source: Stats NZ. (2025). Aotearoa Data Explorer: Subnational population estimates (TALB, SA3, SA2), by age and sex, at 30 June 1996-2025 (2025 boundaries)

The district has experienced noticeable population and economic growth in recent years. By June 2025 the Waimakariri population had grown by 1.1%, accounting for approximately 10% of total population growth in the Canterbury region.[9] High-growth population projections for the Waimakariri District indicate that the district is expected to reach approximately 98,900 residents by 2048.[10] This represents nearly 40% population growth between 2023 and 2048

[8] Stats NZ. (2025). *Aotearoa Data Explorer: Subnational population estimates (TALB, SA3, SA2), by age and sex, at 30 June 1996-2025 (2025 boundaries)*. Available at: https://explore.data.stats.govt.nz/
[9] Stats NZ. (2025). *Subnational population estimates: At 30 June 2025 - Canterbury population the fastest growing*. Available at: https://www.stats.govt.nz/information-releases/subnational-population-estimates-at-30-june-2025/
[10] Stats NZ. (2025). *Aotearoa Data Explorer: Statistical area 2 population projections, by age and sex, 2018(base)-2048 (update).* Available at: https://explore.data.stats.govt.nz/

(Figure 4). Based on current growth patterns, it is reasonable to assume that the district is likely to follow this projected trend.

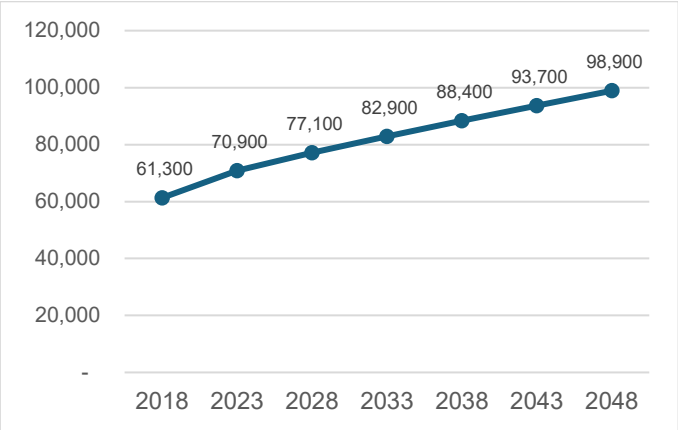


Figure 4: Waimakariri District high population projection from 2018 to 2048

Source: Stats NZ. (2025). Aotearoa Data Explorer: Statistical area 2 population projections, by age and sex, 2018(base)-2048 (update)

Geographically, the Waimakariri District is divided into three wards: Oxford–Ohoka, Rangiora–Ashley, and Kaiapoi–Woodend. The Rangiora–Ashley and Kaiapoi–Woodend wards are where the majority of the district's population resides (Table 5). [11] With regards to population distribution across key towns, Rangiora, Kaiapoi, Woodend, and Pegasus have the largest populations.

Table 5: Estimated Waimakariri District Population by Ward

Ward	**2025**
Oxford-Ohoka ward	13,550
Rangiora-Ashley ward	27,200
Kaiapoi-Woodend ward	29,000
TOTAL	**69,800**

Note: Due to rounding, individual figures may not always sum to the stated total(s).

Source: Stats NZ. (2025). Aotearoa Data Explorer: Subnational population estimates (TA, ward), by age and sex, at 30 June 2023-25 (2026 boundaries).

4.3. Ethnicity In Waimakariri

Waimakariri is not highly diverse in terms of residents' ethnicity when compared with national level Census 2023 data (Table 6). Europeans make up the majority of the district's population (92.1%), followed by Māori (9.9%).[12] Compared with the 2018 Census, there has been a slight increase in the number of people identifying as Māori, Pacific Peoples, Asian, and Middle Eastern/Latin American/African ethnicities, while the proportion of Europeans has slightly decreased. As the district's population continues to grow, it is reasonable to anticipate that ethnic diversity in Waimakariri will further increase in the future.

[11] Stats NZ. (2025). *Aotearoa Data Explorer: Subnational population estimates (TA, ward), by age and sex, at 30 June 2023-25 (2026 boundaries).* Available at: https://explore.data.stats.govt.nz/
[12] Stats NZ. (2025). *Aotearoa Data Explorer: Ethnicity (detailed total responses level 4), age, and gender for the census usually resident population count, (RC, TALB, Health), 2018, and 2023 Censuses.* Available at: https://explore.data.stats.govt.nz/

Table 6: Waimakariri district population by ethnicities 2018 and 2023 census

Ethnicity	Waimakariri 2018 Census		Waimakariri 2023 Census		New Zealand 2023 Census	
	Number	%	Number	%	Number	%
European	55299	93%	61,008	92.1%	3,383,742	67.8%
Māori	5097	8.6%	6,546	9.9%	887,493	17.8%
Pacific Peoples	822	1.4%	1,065	1.7%	442,632	8.9%
Asian	1719	2.9%	2,547	3.9%	861,576	17.3%
Middle Eastern/Latin American/African	249	0.5%	438	0.7%	92,760	1.9%
Other ethnicity	816	1.4%	882	1.4%	56,133	1.2%
Total stated	59,502	-	66,246	-	4,993,923	-
Total	59,502	-	66,246	-	4,993,923	-

Note: Percentages may total more than 100% because individuals can identify with more than one ethnic group.

Source: Stats NZ. (2025). *Aotearoa Data Explorer: Ethnicity (detailed total responses level 4), age, and gender for the census usually resident population count, (RC, TALB, Health), 2018, and 2023 Censuses.*

4.4. Socio-economic Deprivation in Waimakariri

The New Zealand Deprivation Index (NZDep Index) is a tool developed by the University of Otago to measure relative socio-economic deprivation in small geographic areas across NZ. The most recent version, NZDep Index 2023, is based on data from the 2023 Census and reflects eight dimensions of material and social deprivation: lack of income, employment, communication, support for living, qualifications, home ownership, living space, and dry living conditions. The index categorises small areas in NZ into one of ten deciles, where Decile 1 represents areas that have the least socio-economically deprived scores and 10 represents the areas with the most socio-economically deprived scores. Small geographic areas that represent each decile (1 to 10) are scattered throughout the country.

In Waimakariri, a small percentage of the population (3.4%) live in areas categorised as most socio-economically deprived (Deciles 9 and 10)[13] (Figure 5). The percentage of the population increases when moving up to the least deprived areas, from Decile 8 to Decile 1 (1 being least deprived). The average decile of the district has been estimated as 3.9, which implies that the relative socio-economic status of the district population is relatively good. Figure 6 presents a map showing relative socio-economic deprivation across Waimakariri based on the NZDep 2023 Index. Areas with the highest deprivation levels are shown in red to dark red are primarily located near the Kaiapoi and Rangiora town centres.

[13] Infometrics. (2025). *Regional Economic Profile: Waimakariri District Socioeconomic Deprivation*. Available at: https://regions.infometrics.co.nz/waimakariri-district/census/indicator/socioeconomic-deprivation?census=waimakariri-district

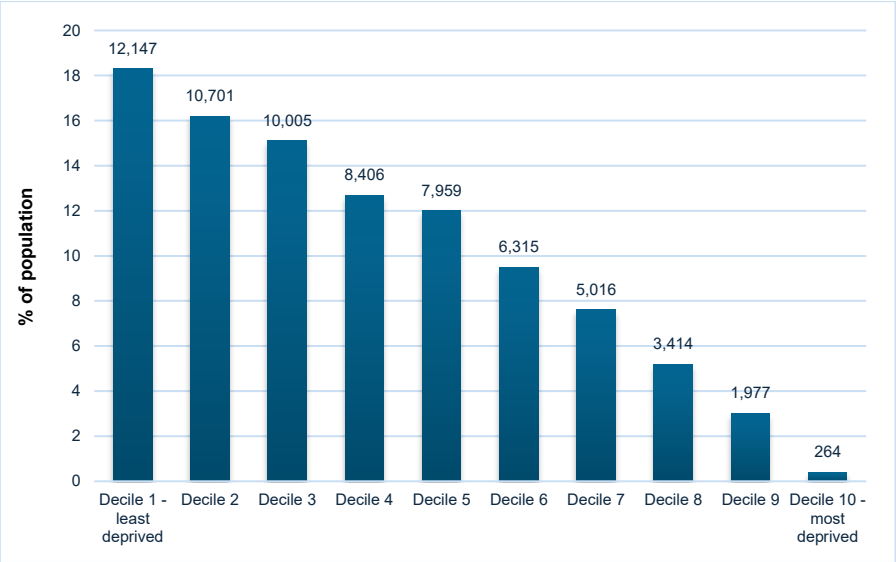


Figure 5: Percentage of population in each socio-economic decile in Waimakariri – 2023

Source: Infometrics. (2025). *Regional Economic Profile: Waimakariri District Socioeconomic Deprivation*.

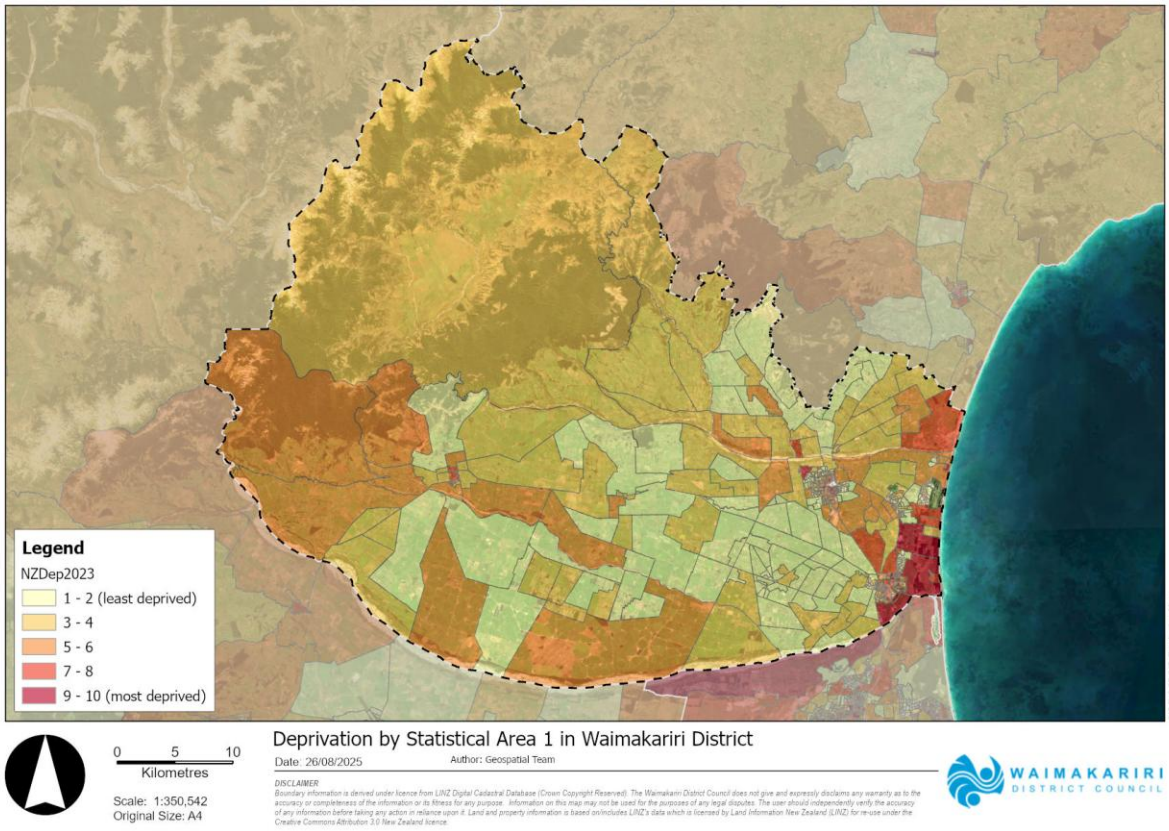


Figure 6: Map of socio-economic deprivation in Waimakariri based on NZDep 2023

4.5. Employment and Total Personal Income

According to the 2023 census on personal income for individuals aged 15 and over, the median personal income in Waimakariri is estimated at $40,200[14]. Approximately 12% of individuals earned $10,000 or less annually, while around 40% received $50,000 or more (Table 7). [15] About 49% of individuals derive their income from full-time employment, and 15% from part-time work (Figure 7).[16]

Table 7: Total personal income of individuals aged 15 and over

Total personal income	Number	Percentage
$10,000 or less	6627	12.2
$10,001 - $20,000	6138	11.3
$20,001 - $30,000	9180	16.8
$30,001 - $50,000	9777	17.9
$50,001 - $70,000	9246	17
$70,001 - $100,000	7677	14.1
$100,001 or more	5850	10.7
Total stated	54498	100

Source: Infometrics. (2025). *Regional Economic Profile: Waimakariri District Total Personal Income 2023*.

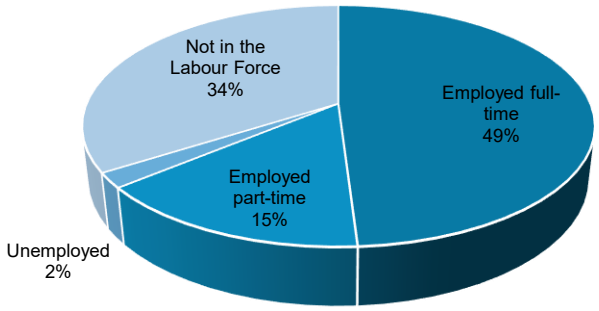


Figure 7: Labour force status in Waimakariri (2023 Census)

Source: Infometrics. (2025). *Regional Economic Profile: Waimakariri District Labour Force Status 2023*.

5: CLASS 4 GAMBLING IN WAIMAKARIRI

5.1. Gambling venues and electronic gaming machines in Waimakariri

According to DIA, there were 11 gambling venues and 163 gaming machines in Waimakariri as at December 2025. Based on 2025 data, Waimakariri ranked second in the Canterbury region for the number of EGMs (Table 8).

[14] Stats NZ (2023). *Aotearoa Data Explorer: Disability indicator, individual home ownership, total personal income, ethnicity, and age for the census usually resident population count aged 15 years and over, (RC, TALB, Health), 2018 and 2023 Censuses.* Available at: https://explore.data.stats.govt.nz/
[15] Infometrics. (2025). *Regional Economic Profile: Waimakariri District Total Personal Income 2023*. Available at: https://regions.infometrics.co.nz/waimakariri-district/census/drill-down/total-personal-income/10001-20000
[16] Infometrics. (2025). *Regional Economic Profile: Waimakariri District Labour Force Status 2023*. Available at: https://regions.infometrics.co.nz/waimakariri-district/census/indicator/labour-force-status

Table 8: Gaming Machine and Venue data by District in Canterbury as at December 2025

District	No of venues as at December 2025	No of gaming machines as at December 2025
Christchurch	75	1228
Waimakariri	**11**	**163**
Timaru	12	156
Ashburton	12	136
Selwyn	13	123
Waitaki	11	107
Hurunui	8	58
Mackenzie	4	36
Waimate	2	17
Kaikōura	1	15

Source: DIA. (2026). *Class 4 Gambling Venue and Gaming Machine Numbers - Quarterly Lists.*

Of the 11 gambling venues in the district, the majority are located in Kaiapoi (5) and Rangiora (4), with one venue in Oxford and one in Woodend.

Table 9 provides a summary of the gambling venues in Waimakariri, including their locations, primary activities, club types, and the number of gaming machines operated at each venue.

Table 9: Summary of Class 4 Gambling Venues in Waimakariri

Society name	Venue name	Club type	Primary activity	Count of Gaming Machines	Location
The Lion Foundation 2008	Craft Bar and Kitchen Kaiapoi	Non-club	Restaurant/tavern	9	Kaiapoi
Kaiapoi Workingmens Club & M S A Inc	Kaiapoi WMC and MSA	Club-chartered	Club/restaurant/tavern	18	Kaiapoi
Kiwi Gaming Foundation	Kaikanui Tavern	Non-club	Tavern	18	Kaiapoi
Youthtown Incorporated	Mandeville Tavern	Non-club	Tavern	9	Kaiapoi
The Lion Foundation 2008	Pineacres Restaurant and Bar	Non-club	Restaurant/tavern	9	Kaiapoi
The Lion Foundation 2008	Mainstreet Sports Bar	Non-club	Tavern	18	Rangiora
Aotearoa Gaming Trust	Plough Hotel	Non-club	Restaurant/tavern	18	Rangiora
Rangiora Returned Services Association Club Inc	Rangiora RSA Club	Club - RSA	Club/restaurant/tavern	18	Rangiora
Aotearoa Gaming Trust	The Brook Bar and Eatery	Non-club	Restaurant/tavern	18	Rangiora
Oxford Workingmens Club & MSA Inc	Oxford Workingmens Club & MSA	Club-chartered	Club/restaurant/tavern	12	Oxford
Kiwi Gaming Foundation	Woodend Tavern	Non-club	Tavern	16	Woodend

Source: DIA. (2026). *Class 4 Gambling Venue and Gaming Machine Numbers - Quarterly Lists.*

Historical data indicates that gambling opportunities in the district have changed over time. In 2004, Waimakariri had 18 Class 4 gambling venues and 230 EGMs. While there were some fluctuations over the intervening years, the overall trend has been a decline in both venues and machines. From 2021 to March 2025, the number of venues remained at 11 and the

number of EGMs remained at 165. However, between April and December 2025, the number of EGMs at the Woodend Tavern was reduced by two. As a result, by December 2025, the district had 11 venues and 163 EGMs (Figure 8).

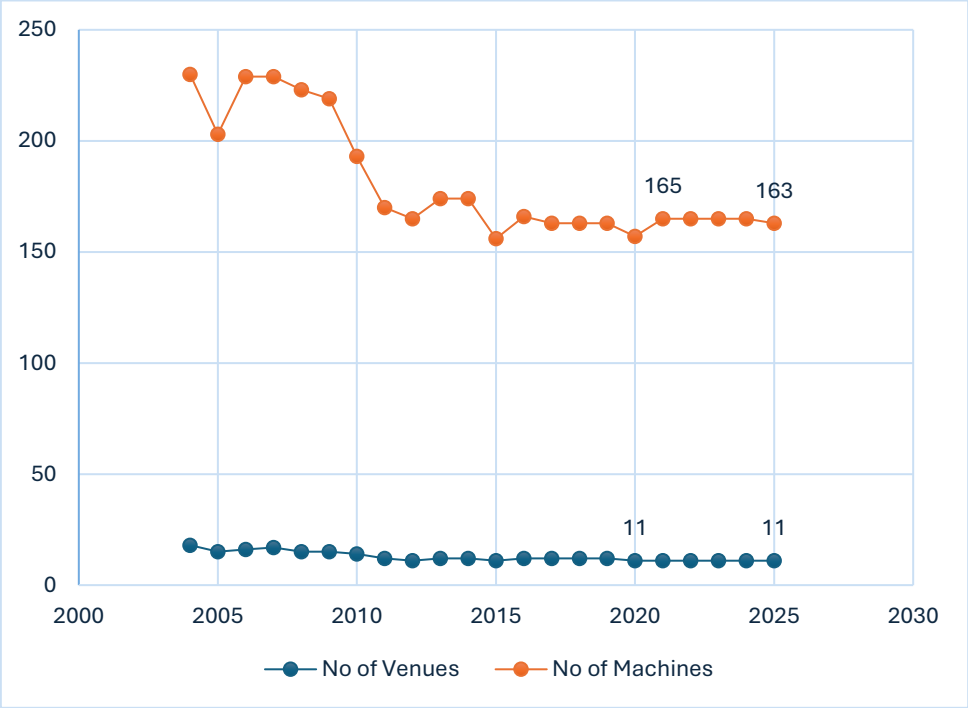


Figure 8: Changes in gambling venues and EMGs in Waimakariri from 2004 to 2025

Source: DIA. (2026). *Class 4 Gambling Venue and Gaming Machine Numbers - Quarterly Lists.*

5.2. Proximity of Gambling Venues to Community-Sensitive Sites in Waimakariri

The current review found that four Class 4 gambling venues in the district are located within residential zones under the Partially Operative District Plan 2025. These venues have been continuously licensed since October 2001.[17]

Additionally, all venues were mapped using 100 metre and 500 metre buffer zones to assess their proximity to six community-sensitive sites: early childhood education centres, schools, parks and playgrounds, libraries, community centres or meeting halls, and places of worship. This assessment identified that some community-sensitive sites, including early childhood education centres and schools, are located in close proximity to Class 4 gambling venues, as shown in Table 10. Maps illustrating the locations of gambling venues and community-sensitive sites are provided in Appendix 4.

[17] The Class 4 Gambling Venue Policy has limited or no effect on venues established as of 17 October 2001 if:
- they have been continuously licensed since October 2001, or
- any unlicensed period was for less than six months.

Table 10: Proximity of Class 4 Gambling Venues in Waimakariri to Community-Sensitive Sites

No	Class 4 gambling venue	Number of sensitive sites within 100m buffer zone	Number of sensitive sites within 500m buffer zone
1	The Plough Hotel - Rangiora	None	- Three Parks and playgrounds - One early childhood education centre - One community/meeting hall - One school on the periphery
2	Rangiora RSA Club	One places of worship	- Two parks and playgrounds - One library - Three community/meeting halls - Two schools - Two early childhood education centres - Five places of worship
3	The Brook Bar and Eatery - Rangiora	None	- Two schools - One early childhood education centre - One park and playground - One places of worship periphery
4	Mainstreet Sports Bar - Rangiora	One community/meeting hall One places of worship	- Two parks and playgrounds - Three places of worship - One library - Two community/meeting halls - Three early childhood education centres
5	Pineacres Restaurant and bar	None	- None
6	Kaikanui Tavern - Kaiapoi	One early childhood education centre	- Three early childhood education centres - Four places of worship - Three parks and playgrounds - One school - One community/meeting hall - One library
7	Craft Bar and Kitchen - Kaiapoi	None	- Five parks and playgrounds - Five places of worship - Two community/meeting halls - One library - One early childhood education centre - One school
8	Kaiapoi Workingmens Club	None	- Seven parks and playgrounds - Two schools - Four community/meeting halls

			- One library - Six places of worship - Two early childhood education centres
9	Mandeville Tavern - Kaiapoi	None	- Seven parks and playgrounds - Two schools - Four community/meeting halls - One library - Six places of worship - Two early childhood education centres
10	The Woodend Tavern	One early childhood education centre	- One school - Two early childhood education centres - Two parks and playgrounds
11	Oxford Workingmens Club and MSA	One early childhood education centre One places of worship	- One Park and playground on the periphery - Three places of worship - One community/meeting hall

Source: Internal data, 2026

6. VULNERABILITY TO GAMBLING HARM

Gambling venue policies may include both proactive and reactive measures to minimise gambling harm. This requires a sound understanding of which segments of the community are vulnerable to gambling harm. Research has identified that, in NZ, gambling-related harm is not experienced equally across ethnic groups. In addition, individuals living in areas of high socio-economic deprivation, as well as those residing in closer proximity to gambling venues, are more vulnerable to gambling-related harm.

6.1. Ethnicity and gambling harm

A number of studies show that gambling harm is more concentrated among Māori and Pacific peoples.[18] Compared with their representation in the total NZ population, Māori and Pacific peoples account for a disproportionately high share of problem gambling. Māori, who make up approximately 15% of the population, account for 31.5% of the cost of problem gambling, while Pacific peoples, who represent 6.4% of the national population, account for 10.9% of the cost of problem gambling.[19] Gambling behaviour across key ethnic groups, and their respective contributions to problem gambling costs, are presented in Table 11.

Table 11: Distribution of gambling behaviour and harm in New Zealand by ethnic groups

	European and other	**Māori**	**Pacific**	**Asian**
Proportion of New Zealanders	61.0%	15.0%	6.4%	17.6%
Proportion of people who gamble	63.6%	16.6%	6.1%	13.7%

[18] Rockloff, M., Bellringer, M., Lowe, G., Armstrong, T., Browne, M., Du Preez, K. P., ... & Greer, N. (2021). *Life course and legacy gambling harms in New Zealand*. Ministry of Health Manatū Hauora.

[19] Browne M, Tulloch C, Dellosa G, et al. (2025). Economic and Social Costing of Gambling in Aotearoa New Zealand 2023-24. Wellington: Ministry of Health.

Contribution to cost of problem gambling	42.8%	31.5%	10.9%	14.9%

Source: Browne M, Tulloch C, Dellosa G, et al. (2025). *Economic and Social Costing of Gambling in Aotearoa New Zealand 2023-24.* Ministry of Health.

The distribution of gambling problems in NZ, as reported by the Ministry of Health (2025), is presented in Table 12.[18] Māori have the highest prevalence of problem gambling (2.0%), while Pacific peoples show the highest levels of moderate-risk gambling (5.2%). Both Māori and Pacific peoples have higher rates of low- and moderate-risk gambling compared with European/Other groups, indicating disproportionately higher exposure to gambling-related harm.

Table 12: Distribution of gambling problems by ethnicity, 2023/24

Gambling problem	European/Other	Māori	Pacific	Asian
Non-gamblers	33.5%	30.0%	35.7%	49.1%
Non-problem gambling	57.7%	52.8%	43.5%	37.0%
Low-risk gambling	4.1%	9.5%	8.8%	8.3%
Moderate-risk gambling	1.4%	2.9%	5.2%	2.0%
Problem gambling	0.3%	2.0%	0.3%	0.0%

Source: Browne M, Tulloch C, Dellosa G, et al. (2025). *Economic and Social Costing of Gambling in Aotearoa New Zealand 2023-24.* Ministry of Health.

There are no district-level data available to determine the extent of gambling-related inequities experienced by Māori and Pacific peoples in Waimakariri.

6.2. Socio-economic deprivation and gambling harm

A number of research studies indicate that people living in areas of high socio-economic deprivation are more vulnerable to gambling-related harm. For example, a study using data from nationally representative NZ health surveys conducted in 2008, 2010, and 2018 found that individuals residing in highly deprived areas were 4.5 times more likely to experience gambling harm than those living in areas with lower levels of deprivation. [20]

Another study undertaken to understand knowledge, views, and experiences of gambling and gambling-related harms in different ethnic and socio-economic groups in NZ in 2012 found that the likelihood of experiencing gambling harm increased with the socio-economic deprivation index. Individuals residing in areas with high socio-economic deprivation were twice as likely to report that their families had experienced gambling harm.[21]

Similar to national patterns, most Class 4 gambling venues in Waimakariri operate in areas with moderate to high socio-economic deprivation (deciles 7–10) (Table 13). Appendix 3 presents maps showing the locations of existing Class 4 gambling venues in relation to socio-economic deprivation across Waimakariri.

At the Council level, there are limitations in understanding gambling harm across areas with differing levels of socio-economic deprivation within the district. Local data is limited, and simple comparisons between areas can be misleading due to differences in population characteristics and exposure to gambling. Therefore, this assessment makes a reasonable

[20] Tu, D., Gray, R. J., & Walton, D. K. (2014). *Household experience of gambling-related harm by socio-economic deprivation in New Zealand: increases in inequality between 2008 and 2012*. International Gambling Studies, 14(2), 330-344.;
[21] Pickernell, D., Keast, R., & Brown, K. (2010). Social clubs and social capital: The effect of electronic gaming machines in disadvantaged regions on the creation or destruction of community resilience. In 14th Annual Conference of the International Research Society for Public Management (pp. 1-22).

assumption, based on existing research, that gambling related problems is likely to be higher in socio-economically deprived areas of Waimakariri.

Table 13: Distribution of Class 4 Gambling Venues in Waimakariri by areas of socio-economic deprivation

NZDep2023 decile (based on Statistical Area (SA) 2	Number of gambling venues
1-2	0
3-4	1
5-6	3
7-8	5
9-10	2

Source: DIA. (2025). Gaming Machine Profits (GMP) Quarterly Report – December 2025.

6.3. Proximity to Gambling Venues as a Risk Factor for Gambling Harm

A number of studies have identified proximity to gambling venues as a factor that may influence gambling behaviour and the risk of gambling-related harm, including problem gambling. For instance, research from Australia found that people living closer to gambling venues were more likely to participate in gambling activities than those living further away. Specifically, individuals residing within 250 metres of a gambling venue were six percentage points more likely to gamble than those living more than two kilometres from a venue.[22] Accordingly, reducing the availability and accessibility of EGMs is widely recognised as one approach to reducing gambling-related harm [23].

7. FINDINGS FROM TARGETED STAKEHOLDER ENGAGEMENT

Targeted stakeholder engagement was undertaken with gambling harm minimisation organisations, corporate societies, and gambling grant recipients to gather information on the current gambling environment within the district, associated harms, and potential community benefits. Stakeholder feedback is presented as part of the social baseline and complements quantitative demographic and gambling-related data. Appendix 2 provides a comprehensive list of all stakeholders consulted.

7.1. Feedback from gambling harm minimisation organisations

Gambling harm minimisation organisations provided feedback on both the Class 4 Gambling Policy and the TAB Venue Policy. A summary of this feedback is presented in Table 14.

Table 14: Summary of feedback from gambling harm minimisation organisations

Organisation	Summary of feedback
National Public Health Service	**Comments and suggestions for the Class 4 Gambling Policy** Most gambling venues in Waimakariri operate in areas with high socio-economic deprivation. The current policy does not address this issue. It is recommended that a criterion to be added to restrict venues and EGMs in areas of high socio-economic deprivation (Deciles 7-10).

[22] Badji, S, Black, N, Johnston, D 2021, Proximity to gambling venues, gambling behaviours and related harms, Victorian Responsible Gambling Foundation, Melbourne.

[23] Russell, A. M., Browne, M., Hing, N., Rockloff, M., Newall, P., Dowling, N. A., ... & Woo, L. (2023). Electronic gaming machine accessibility and gambling problems: A natural policy experiment. Journal of Behavioral Addictions, 12(3), 721-732.

	Under the current per capita cap policy, new venues can be established as population increases. It is recommended that the Council implement a sinking lid policy, which would prohibit the transfer of EGM licenses. This would ensure that when a venue closes, the number of EGMs and venues gradually decreases over time. If a sinking-lid policy is not adopted, it is recommended that the Council implement an absolute cap of 165 EGMs in the district, rather than a cap based on the ratio of EGMs to population. Clause 4.2.12 allows the relocation of EGMs to any neighbourhood, regardless of socio-economic deprivation. If an additional criterion restricting the relocation of venues and EGMs within areas of high socio-economic deprivation is not added to the policy, it is recommended that such a criterion be included, at a minimum, in Clause 4.2.12. **Comments and suggestions for the TAB venue policy** It is recommended that the policy not allow the establishment of standalone TAB venues. The Council's statutory obligation is limited to adopting a TAB venue policy; there is no legal requirement to permit standalone TAB venues within the district.
Problem Gambling Foundation	**Comments and suggestions for the Class 4 Gambling Policy** Pokie grants may support local community groups, sports, and services, but it is important to consider where the money comes from, not just where it goes. Evidence consistently shows that the distribution of Class 4 gambling funds is inequitable, with funds often failing to return to the communities where they were generated. We recommend the Council to consider the proven benefits of a comprehensive sinking lid policy, including provisions to prohibit new venues, pokie machine relocations, and club mergers.
Asian Family Services	The current policy does not place sufficient restrictions on the location of gambling venues. There are no exclusion zones around high-risk or high-deprivation areas, where gambling harm is more prevalent. There are also no limits on venue clustering, which can increase harm by concentrating gambling outlets in vulnerable communities. In addition, the relocation clause (Section 4.2.12) allows venues to move and continue operating. It is recommended to: • Establish strict exclusion zones around high-deprivation areas, schools, churches, marae, social service providers, and mental health and addiction support services. • Use harm mapping and socio-economic data to guide location decisions and prevent new venues from being established in areas already experiencing gambling harm. • Prohibit venue clustering within a specified radius (e.g., 1–2 km) to avoid the oversaturation of gambling venues in any one community.

	• Adopt a sinking lid policy to progressively reduce the number of gambling venues and gaming machines in the district. **Comments and Suggestions for the TAB Venue Policy** It is recommended adopting a policy that restricts the establishment of new TAB venues within the district.
Mapu Maia	**Comments and Suggestions for the Class 4 Gambling Policy** • Pacific peoples are consistently identified in national surveys as having the highest risk of developing problem gambling compared with other ethnic groups. Approximately 1,104 Pacific peoples live in the Waimakariri District. • We suggest strengthening requirements for new Class 4 venues to reduce the concentration of gaming machines in specific areas, thereby minimising the risk of problem gambling. • We also recommend preventing venues from merging, as mergers often result in larger venues with more gaming machines, which can increase the risk of gambling harm. • It is suggested that the Council adopt a sinking lid policy to reduce the overall risk of problem gambling. **Comments and Suggestions for the TAB Venue Policy** Adopt a policy that restricts the establishment of TAB venues in the district.

7.2. Summary of feedback from corporate societies and grant recipients

Surveys conducted with corporate societies and randomly selected grant recipients collected information on the condition that all information provided would be treated as confidential and that the Council would not report feedback in a way that could identify individual organisations. Therefore, the main body of this assessment report contains only a summary of their collective feedback.

All responding corporate societies support the current population-based cap policy for regulating the number of EGMs in the district. They also support the continuation of the current relocation policy.

Corporate societies provided qualitative information to help understand the nature of Class 4 gambling activities in the district, as detailed below.

- Factors influencing people to participate in Class 4 gambling include entertainment, financial need, stress relief, advertising and promotional incentives, and family or cultural traditions.
- The time an average gambler spends playing typically ranges from 10 minutes to two hours per week.
- Participation in Class 4 gambling in Waimakariri has been mostly stable or has moderately decreased over the past 12 months. Perceived reasons for this trend include increasing participation in online gambling, which is easily accessible and largely unregulated, as well as rising living costs.

- The number of gamblers visiting a venue may vary depending on the day of the week. On average, it ranges from 40 to 60 gamblers per day.
- Certain demographic groups are more affected by problem gambling than others. These include Māori and Pacific peoples, Asians, and European women aged over 60.
- Strengthening restrictions on the number of EGMs operating in the district could lead to increased participation in online gambling, which is not yet regulated in New Zealand. Respondents also highlighted that tighter restrictions may reduce the level of funding received by community organisations through grants.
- A range of gambling harm minimisation interventions are in place at venues in compliance with the Gambling Act and the Class 4 Gambling Venue Policy. These interventions include:
  - All venue staff receive extensive harm minimisation training.
  - Staff conduct three sweeps of the gambling area per hour to monitor player behaviour.
  - Information on problem gambling and related support services is made readily available.
  - Venues maintain documented harm minimisation policies and procedures.
  - Age restrictions prohibit people under 18 years of age from playing gambling machines.
  - Gaming machines do not accept banknotes greater than NZ$20.
  - Cash withdrawals from ATMs are supervised, with a maximum of two withdrawals permitted.

Summary of feedback from grant recipients:

- Altogether, five grant recipients provided feedback.
- Out of the five, four mentioned the challenges they experience in funding their projects and emphasised the importance of the grants they receive from corporate societies to continue their activities.
- If there were any reduction in grants, or if grants were not available to them, it would lead to a reduction in the number of projects that require considerable funding.
- One grant recipient stated that there would be minimal or no impact if grants were not available to them.
- Four grant recipients indicated the need for the Council to take a balanced approach to regulating Class 4 gambling, as it provides practical benefits to the community. They also highlighted the importance of taking necessary actions to control or minimise gambling harm within the community.

8. SOCIAL IMPACTS OF CLASS 4 GAMBLING

8.1. Benefits of Class 4 Gambling

Class 4 gambling generates benefits across several areas, including entertainment, employment, and the distribution of profits to non-profit organisations for authorised purposes such as sport, research and education. The following section outlines the community benefits of Class 4 gambling in Waimakariri.

8.1. 1. Electronic gaming machines as a source of entertainment and a means of socialising

There is evidence that some people use EGMs for entertainment, social interaction, and to alleviate loneliness. However, up-to-date data is not available to accurately determine the

extent to which New Zealanders rely on EGMs for entertainment and socialisation. This report nevertheless acknowledges that Class 4 gambling provides entertainment for some people in the community and serves as a way of socialising for individuals who experience loneliness.

8.1.2. Employment opportunities created through Class 4 gambling

Section 67 of the Gambling Act requires gambling venues to be managed by suitably qualified staff who are responsible for supervising gambling activities and identifying and responding to gambling-related harm. These requirements support employment opportunities for community members. However, there is currently no published data available to quantify the number of employment opportunities created by Class 4 gambling in Waimakariri in recent years. However, the Council is aware that Class 4 gambling venues provide livelihoods for some members of the local community.

8.1.3. Community funding

National level "pokie grant" data published by the DIA show that in 2024, a total of $345.66 million was distributed to communities through grants.[24] This funding was provided by 33 grant-making societies (corporate societies), and a total of 8,887 organisations received grants nationwide (Figure 9). The highest amount of grant funding was allocated to sports activities in 2024, totalling $177.45 million.[25]



Figure 9: National overview of pokie grants

Source: DIA. (2026). DIA Dashboard – Explore Pokie Data

District-level data shows that organisations within Waimakariri received approximately $1.7 million in grants from corporate societies in 2024 across multiple funding categories, including sport, community, research and education, arts and culture, and health and welfare (Table 15). Of all categories, sports received the largest share of funding ($1,031,632.99). The Canterbury Rugby Football Union Incorporated was the single largest recipient of grant funding in 2024, receiving $81,000.[25]

Table 15: Grant Funding by Category in Waimakariri, 2024

Category	Amount Granted ($)
Sport	1,031,623.99
Community	308,372.22
Research and Education	177,448.20
Art and Culture	114,277.00
Health Welfare Rescue Services	50,042.73
TOTAL	**1,681,764.14**

[24] DIA. (2026). DIA Dashboard – Explore Pokie Data. Available at: https://granted.govt.nz/dashboard

Source: DIA. (2026). DIA Dashboard – Explore Pokie Data

The total value of grants received from Class 4 gambling in Waimakariri between 2020 and 2024 is presented in Table 16. Following 2020, annual grant funding remained relatively stable, ranging between approximately $1.6 million and $1.7 million.

Table 16: Total Grant Funding Received in Waimakariri, 2020–2024

Year	Amount Granted ($)
2020	966,222
2021	1,641,656
2022	1,641,656
2023	1,692,517
2024	1,681,764

Source: DIA. (2026). DIA Dashboard – Explore Pokie Data

8.2. Gambling harm

A broad spectrum of negative consequences can arise from Class 4 gambling, affecting gamblers themselves, their families, communities, and wider society. This includes financial harm, relationship disruption, health impacts, cultural harm, impacts on work or study, criminal activity, and legacy, life-course, and intergenerational harm. Gambling harm also results in broader government and community costs, including the development, funding, and implementation of harm-reduction policies and interventions.

The New Zealand Gambling Survey 2023/24 provides updated insights into the prevalence of gambling harm in the country using the Problem Gambling Severity Index (PGSI). The PGSI is a widely used, standardised screening tool designed to identify levels of gambling-related risk; however, it does not provide a formal clinical diagnosis. According to the survey, 5.93% of adults (aged 15 years and over) were classified as low-risk gamblers, 1.94% as moderate-risk gamblers, and less than one percent (0.47%) were identified as problem gamblers (Browne et.al., 2025).[18] District level statistics are not available to understand the prevalence of gambling harm in Waimakariri.

The next section provides available evidence on the adverse impact of Class 4 gambling in Waimakariri.

8.2.1. Class 4 Gambling Expenditure in Waimakariri

Gaming Machine Profit (GMP) represents the total amount lost by users of EGM associated with Class 4 gambling. In Waimakariri District, GMP increased consistently between 2020 and 2024, rising from $7.5 million to $10.3 million (Table 17).[21] Compared with 2024, GMP had increased by a further $391,107 by December 2025.

In comparison with other Canterbury districts, Christchurch recorded the highest GMP in 2024 at $93.7 million, followed by Timaru at $11.0 million. Waimakariri ranked third with an estimated GMP of $10.3 million.[21]

Between December 2023 and December 2024, Waimakariri's annual nominal GMP increased by $366,907.56, equivalent to a 3.7% increase.

Table 17: Gaming Machine Profit in Waimakariri, 2020 to 2024

Year	Annual nominal GMP ($)

2020	7,513,554.19
2021	8,817,069.33
2022	9,519,795.71
2023	9,933,829.14
2024	10,300,736.70
2025	10,691,843.36

Note: All values are nominal and have not been adjusted for inflation

Source: DIA. (2025). Gaming Machine Profits (GMP) Quarterly Report – December 2025.

A comparison of the number of EGMs, venues, and annual GMP in the district indicates that GMP continued to increase between 2020 and 2024, despite stable numbers of venues and a slight decrease in the number of EGMs. This trend suggests that growth in gambling expenditure is being driven by factors other than machine or venue availability.

Possible contributing factors include:

- Population growth within the district, resulting in an increased number of gamblers
- Higher average player spending
- Increased gambling frequency and longer play duration
- Inflationary pressures, which may contribute to higher nominal expenditure by players

Data comparing gambling spending with grant allocations reveal that in 2024, the funds returned to the district via grants represent roughly 16% of the overall GMP. Five years earlier, in 2020, approximately 13% of total gambling expenditure in Waimakariri was returned to the community. The proportion of GMP returned to the district shows a slight overall increase from 2020 to 2024, despite minor year-to-year fluctuations. Table 18 provides further details on annual GMP, the amount granted, and the percentage of GMP returned to Waimakariri between 2020 and 2024. Taken as a whole, Class 4 gambling results in an annual outflow of millions of dollars from the district. As explained in Section 2.1.3 of this report, there is no requirement for funds to be returned to the community in which they were raised. This means that the remaining funds may be distributed as grants to other communities.

Table 18: Annual Nominal Gaming Machine Profit and Amount Granted in Waimakariri

Year	Annual GMP	Amount Granted	Approximate % of GMP returned to Waimakariri
2020	7,513,554.19	966,222	13%
2021	8,817,069.33	1,276,554	14%
2022	9,519,795.71	1,641,657	17%
2023	9,933,829.14	1,692,517	17%
2024	10,300,736.7	1,681,764	16%

Source: DIA. (2025). *Gaming Machine Profits (GMP) Quarterly Report – December 2025*; DIA. (2026). *DIA Dashboard – Explore Pokie Data*.

8.2.2. Problem Gambling in Waimakariri

Individuals experience problems associated with gambling at varying levels. Ministry of Health intervention client data show that 4,731 individuals in New Zealand received gambling harm treatment services during the 2022/23 year as a result of participation in Class 4 gambling (Table 19).[25] This indicates that EGMs are the largest contributor to problem gambling in New Zealand compared with other forms of gambling.

Table 19: Clients assisted by primary problem-gambling mode (2022/23)

Form of gambling	Total number of clients assisted
Non Casino Gaming Machines (Class 4 gambling)	4731
Casino EGM	951
Casino Table (Electronic Table Games)	630
Lotteries Commission Products	1225
TAB New Zealand (TAB NZ)	1085
Cards	108
Housie	315
Other (NZ Other and Overseas)	1341

Source: Ministry of Health. (2025). Gambling harm intervention services data - Clients assisted by primary problem gambling mode.

According to the Ministry of Health Intervention Services Database, nine Waimakariri residents sought assistance between July 2020 and June 2023. It is important to note that this figure reflects people who sought treatment for gambling-related harm arising from all forms of gambling, not Class 4 gambling alone.

Overall, the number of individuals from Waimakariri accessing gambling-harm treatment services has declined over time (Figure 10). However, this data does not provide a complete picture of problem gambling in the district, as not all people experiencing gambling harm or problems access treatment services. It is acknowledged that some residents may be experiencing problem gambling and related harms but may choose not to disclose their experiences. As a result, the extent of gambling-related harm may be underrepresented in the available data.

[25] Ministry of Health. (2025). *Gambling harm intervention services data - Clients assisted by primary problem gambling mode.* Available at: https://www.health.govt.nz/monitoring-statistics/statistics-and-data-sets/gambling-harm/gambling-harm-services-data#toc-0-5

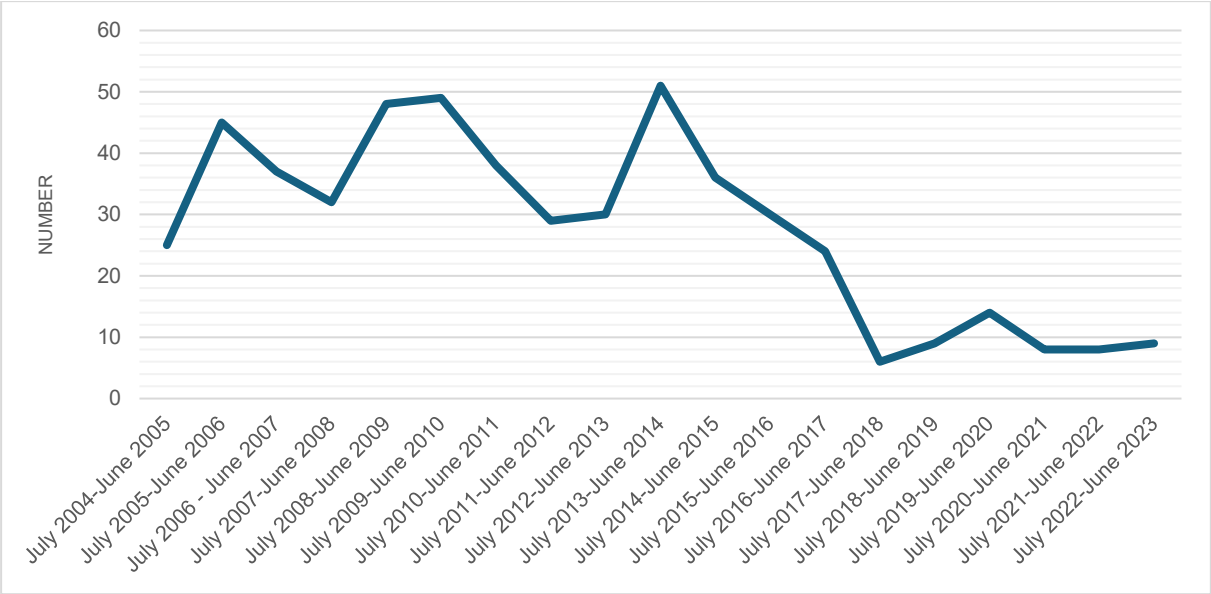


Figure 10: Number of individuals who accessed gambling harm treatment services in Waimakariri between July 2004 to June 2023 (all gambling related harm)

Source: Ministry of Health. (2025). Gambling harm intervention services data - Clients assisted by primary problem gambling mode.

The New Zealand Gambling Survey (2023/24) highlights the need to address problem gambling and associated harm in NZ at the national level. In the absence of district level data and statistics, this section summarises the costs of problem gambling in New Zealand to provide a clearer understanding of the nature and scope of gambling related harm and its impact on the national economy.

According to the Ministry of Health, the total estimated cost of all forms of gambling related problems in New Zealand for 2023/24 is approximately $4.219 billion.[18] Health related costs of gambling, which include impacts on quality of life for gamblers and affected others, as well as costs to the New Zealand health system, are estimated at $2.04 billion, accounting for 48.43% of the total estimated cost.[18] Table 20 presents details of the costs of gambling in New Zealand by cost category for 2023/24.

Table 20: Cost of all form problem gambling in New Zealand (2023/24)

Cost of gambling problem	Cost	Contribution
Financial impacts	$1,193,208,654	28.28%
Relationship disruption, conflict or breakdown	$185,225,197	4.39%
Health	$2,043,344,805	48.43%
Work or study impacts	$678,829,001	16.09%
Criminal activity	$54,347,468	1.29%
Life course harm (homelessness)	$5,203,623	0.12%
Other government or community costs	$58,768,750	1.39%
TOTAL COST	$4,218,927,498	

Source: Browne M, Tulloch C, Dellosa G, et al. (2025). *Economic and Social Costing of Gambling in Aotearoa New Zealand 2023-24.* Ministry of Health.

Electronic gaming machines (offshore online EMGs and Class 4 gambling) account for the majority of total problem gambling expenditure, which is estimated at $2.7 billion (63.5%).[18]

Offshore online EMGs represent the largest share of this cost, contribute an estimated $1.57 billion (39%). Class 4 gambling is the second-largest contributor, accounting for 24.5% of the total cost, which is approximately $984 million.[18]

9. CONCLUSIONS

Since the last review of the Council's Class 4 Gambling Venue Policy, the number of venues in Waimakariri has remained stable, while the number of EGMs has slightly decreased. This indicates no overall growth in gambling opportunities within the district.

Gambling provides some benefits to the district, including entertainment opportunities, employment, and funding for community projects through grants. Assessment findings indicate that reliance on these grants varies, with some organisations depending heavily on this funding while others are less reliant.

However, despite the stable numbers of venues and EGMs, the total amount of money lost in Class 4 gambling in Waimakariri continued to increase from 2020 to 2024. Therefore, the growth in gambling expenditure is being driven by factors other than machine or venue availability. The possible factors could be:

- Population growth within the district, resulting in an increased number of gamblers
- Higher average player spending
- Increased gambling frequency and longer play duration
- Inflationary pressures, which may contribute to higher nominal expenditure by players

Overall, the district incurs significant financial losses through Class 4 gambling, amounting to millions of dollars annually, with losses continuing to increase. As there is no requirement for funds to be redistributed locally, less than 20% of expenditure is returned to the district in the form of grants. As a result, the economic costs of gambling outweigh the financial benefits to Waimakariri.

Levels of problem gambling in the district are low, with fewer than 10 individuals accessing support services. However, this likely understates the broader extent of gambling harm, which extends beyond individuals to affect family members, partners, and the wider community through social, emotional, and financial impacts. The full scale of harm is difficult to quantify due to data limitations and underreporting.

The Council's approach to regulating Class 4 gambling seeks to balance harm minimisation with economic flexibility. While the district currently experiences low levels of identified problem gambling and no significant growth in gambling opportunities, a proportionate approach is considered appropriate. This supports managing potential risks without imposing unnecessary regulatory constraints.

REFERENCES

Note: References for tables and figures are provided directly beneath them. References for the main text are provided in footnotes.

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APPENDIX 1: CONTENT OF A CLASS 4 GAMBLING VENUE POLICY AND SUMMARY OF THE WAIMAKARIRI DISTRICT COUNCIL CLASS 4 GAMBLING VENUE POLICY

a) Content of a Class 4 Gambling Venue Policy, as specified by the Gambling Act 2003

The policy must specify whether Class 4 venues are permitted in the district and, if so, where they may be located.

In addition, the policy may specify:

a) any restrictions on the maximum number of gaming machines that may be operated at a Class 4 venue.

b) the matters the TA will consider when venues are re-located (relocation policy).

c) restrictions on the number of EGMs permitted on site when two or more clubs in the district merged.

In determining the contents of the policy, Section 101(4) of the Gambling Act allows TAs to have regard to any relevant matters, including:

a) the characteristics of the district and parts of the district;

b) the location of kindergartens, early childhood centres, schools, places of worship, and other community facilities;

c) the number of gaming machines that should be permitted to operate at any venue or class of venue;

d) the cumulative effects of additional opportunities for gambling in the district;

e) how close any venue should be permitted to be to any other venue;

f) what the primary activity at any venue should be.[26]

b) A summary of the current Waimakariri District Council Class 4 Gambling Policy (2022):

- The policy allows the establishment of new venues within the district, subject to a number of location restrictions (e.g., no venues permitted in residential zones as defined by the Partially Operative District Plan). Any restrictions on venues will only apply when societies apply for a territorial consent to establish a new venue.
- The policy uses a per capita cap to control the growth of EGMs. The number of EGMs permitted in the district is capped at a ratio of one EGM per 260 people aged 18 years and over.
- The policy requires gambling venues to meet specified harm minimisation standards (e.g., maintaining a host responsibility policy and a gambling harm minimisation policy, conducting staff training, and ensuring restrictions on the visibility of EGMs).

[26] DIA. (2021). Process for applying a gambling policy. Available at: https://www.dia.govt.nz/Gambling-territorial-authorities-applying-policies-process

- The policy allows the relocation of Class 4 gambling venues (relocation policy) where the proposed venue is intended to replace an existing venue within the district to which a Class 4 licence currently applies.

APPENDIX 2: LIST OF TARGETED STAKEHOLDERS CONSULTED AS A PART OF THE REVIEW PROCESS

Stakeholders involved in gambling harm reduction
1. National Public Health Service
2. Problem Gambling Foundation
3. Asian Family Services
4. Mapu Maia (Pasifika gambling support service)

Corporate societies who operate class 4 gambling venues in Waimakariri and associated organisations
1. The Lion Foundation 2008
2. Kaiapoi Workingmens Club & M S A Inc
3. Kiwi Gaming Foundation
4. Youthtown Incorporated
5. Oxford Workingmens Club & MSA Inc
6. Aotearoa Gaming Trust
7. Rangiora Returned Services Association Club Inc
8. Gaming machine association NZ

Randomly selected grant recipients
1. Waimakariri Community Arts Council
2. The Hope Community Trust
3. Woodend Bowling Club
4. Rangiora Toy Library Incorporated
5. Community Wellbeing North Canterbury Trust
6. Rangiora High School
7. Canterbury Hockey Association Incorporated
8. Swannanoa School
9. Southbrook School
9. Ashley School
10. Clarkville Playcentre
11. Kaiapoi Golf Club
12. Woodford Glen Speedway Assn Inc

13. Kaiapoi Rugby Football Club
14. Woodend Rugby Football Club
15. Woodend Rugby Football Club
16. Rangiora cricket club
17. Woodend school
18. Rangiora Youth Community Trust
19. Ashley Rakahuri School Board of Trustees

APPENDIX 3: LOCATIONS OF CLASS 4 GAMBLING VENUES IN RELATION TO SOCIO-ECONOMIC DEPRIVATION ACROSS WAIMAKARIRI.

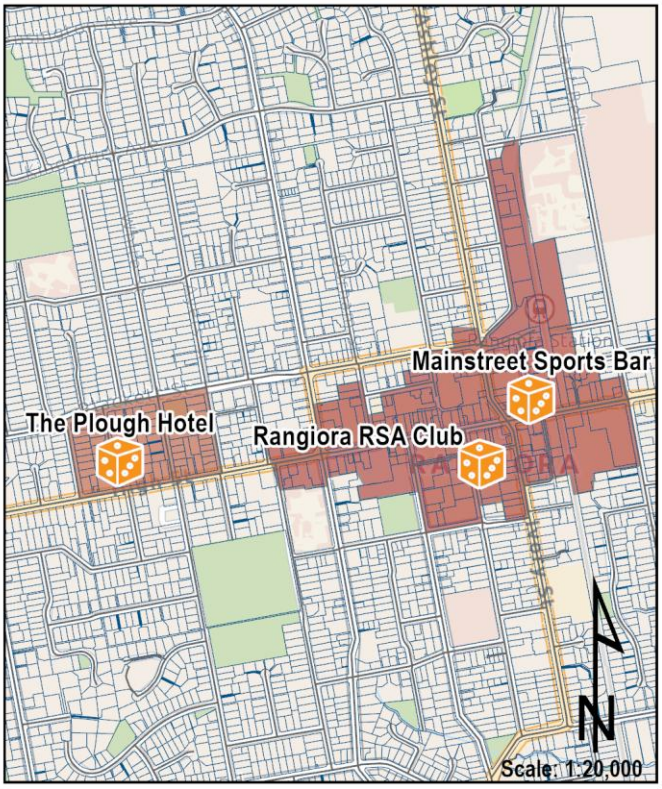
Rangiora

Gambling Venues

StasNZ Deprivation Index

- 1 - 2 (least deprived)
- 3 - 4
- 5 - 6
- 7 - 8
- 9 - 10 (most deprived)

Deprivation data source: https://www.arcgis.com/home/item.html?id=a357b7fb650d40fc9ffaaf48ef58275a
This dataset contains a selection of the Census 2018 data and the Index of Multiple Deprivation data including usually resident population counts, age group population counts household information and dwelling information by statistical area 1.
The data is sourced from the Census 2018 data published by Statistics New Zealand (StatsNZ) and Index of Multiple Deprivation by the Ministry of Health/ University of Otago. LINZ and Waimakariri District data: gambling venues, properties, roads.



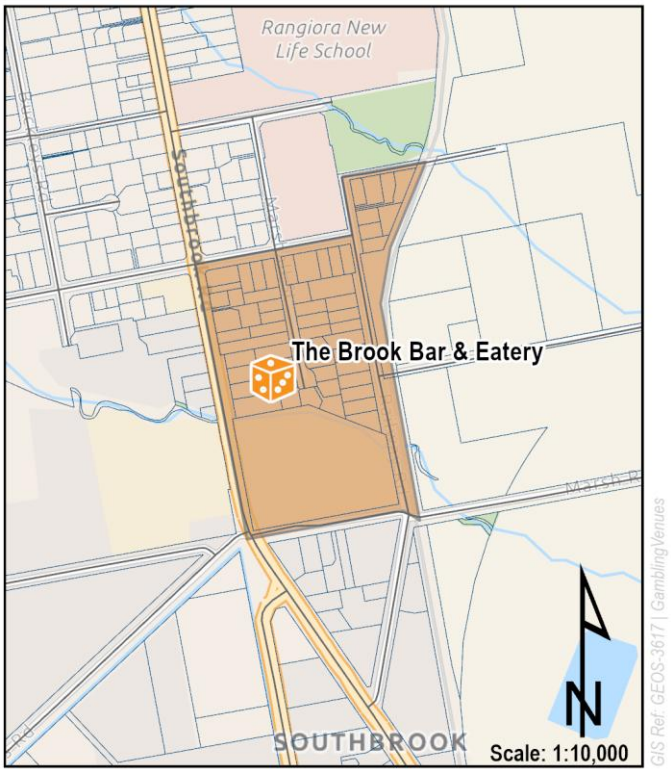
Rangiora cont'd

Gambling Venues

StasNZ Deprivation Index

- 1 - 2 (least deprived)
- 3 - 4
- 5 - 6
- 7 - 8
- 9 - 10 (most deprived)

Deprivation data source: https://www.arcgis.com/home/item.html?id=a357b7fb650d40fc9ffaaf48ef58275a
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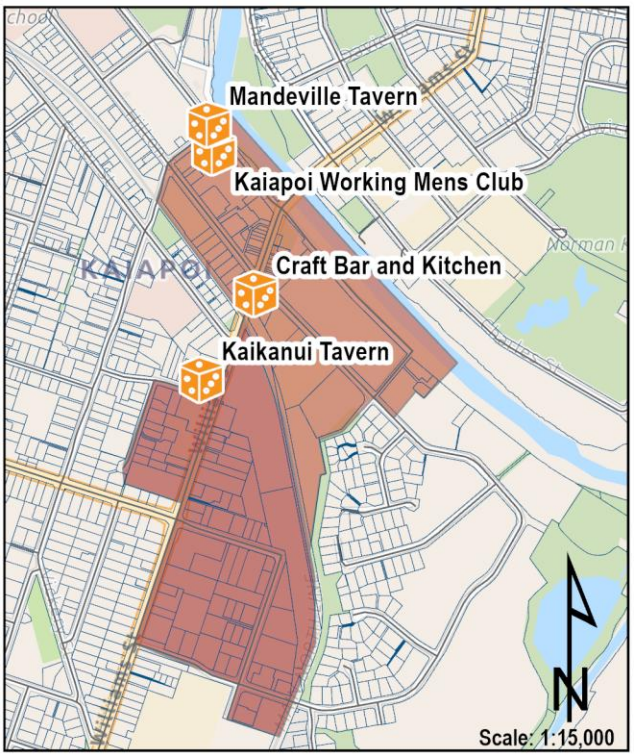
Kaiapoi

Gambling Venues

StasNZ Deprivation Index

- 1 - 2 (least deprived)
- 3 - 4
- 5 - 6
- 7 - 8
- 9 - 10 (most deprived)

Deprivation data source: https://www.arcgis.com/home/item.html?id=a357b7fb650d40fc9ffaaf48ef58275a
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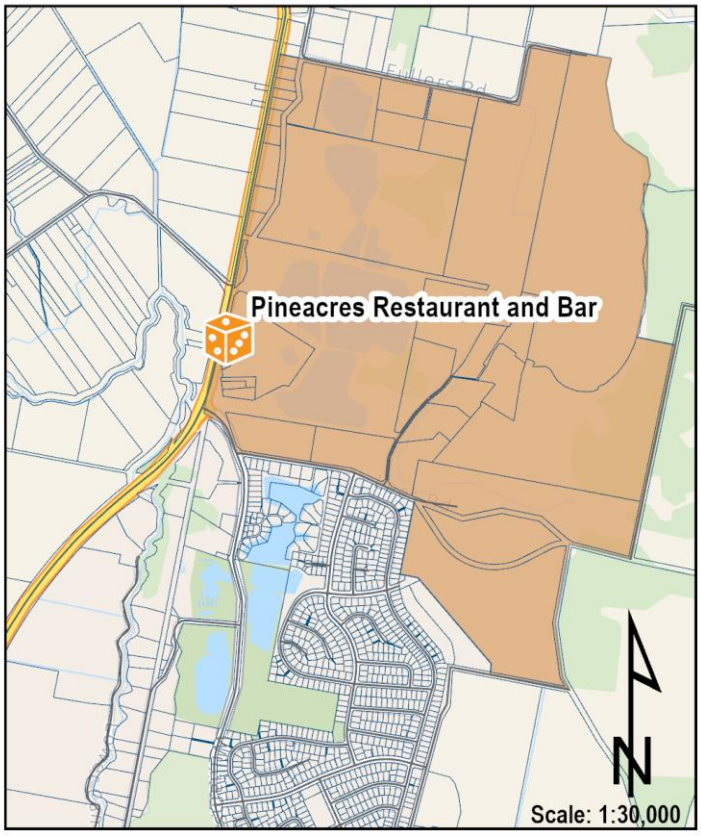
Kaiapoi cont'd

Gambling Venues

StasNZ Deprivation Index

- 1 - 2 (least deprived)
- 3 - 4
- 5 - 6
- 7 - 8
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Deprivation data source: https://www.arcgis.com/home/item.html?id=a357b7fb650d40fc9ffaaf48ef58275a
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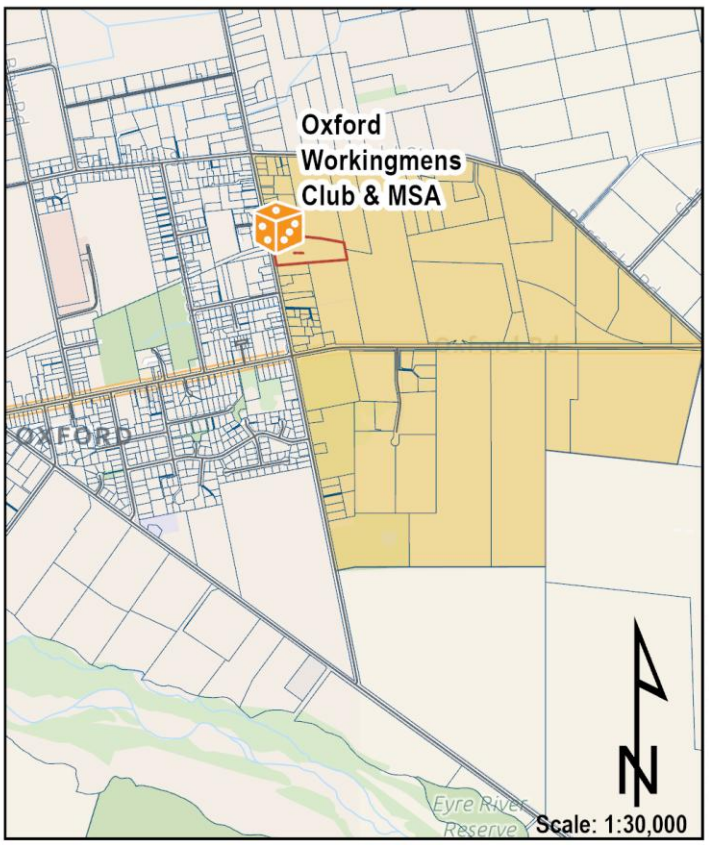
Oxford

Gambling Venues

StasNZ Deprivation Index

- 1 - 2 (least deprived)
- 3 - 4
- 5 - 6
- 7 - 8
- 9 - 10 (most deprived)

Deprivation data source: https://www.arcgis.com/home/item.html?id=a357b7fb650d40fc9ffaaf48ef58275a
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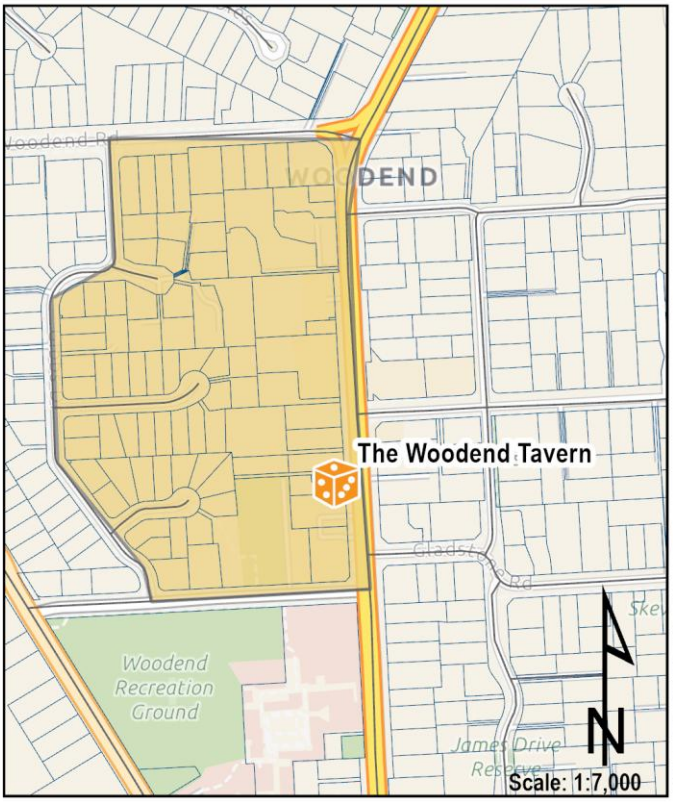
Woodend

Gambling Venues

StasNZ Deprivation Index

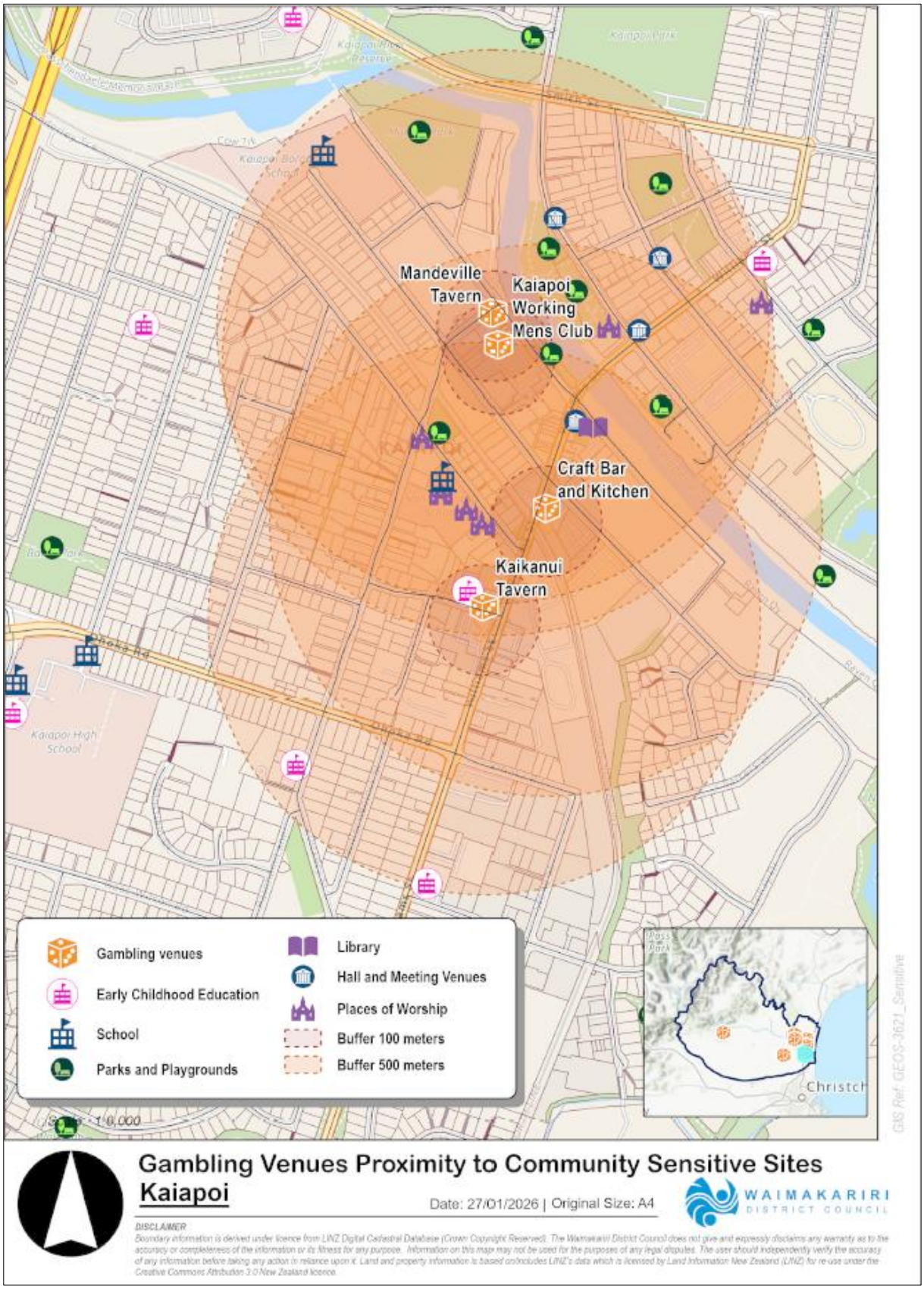
- 1 - 2 (least deprived)
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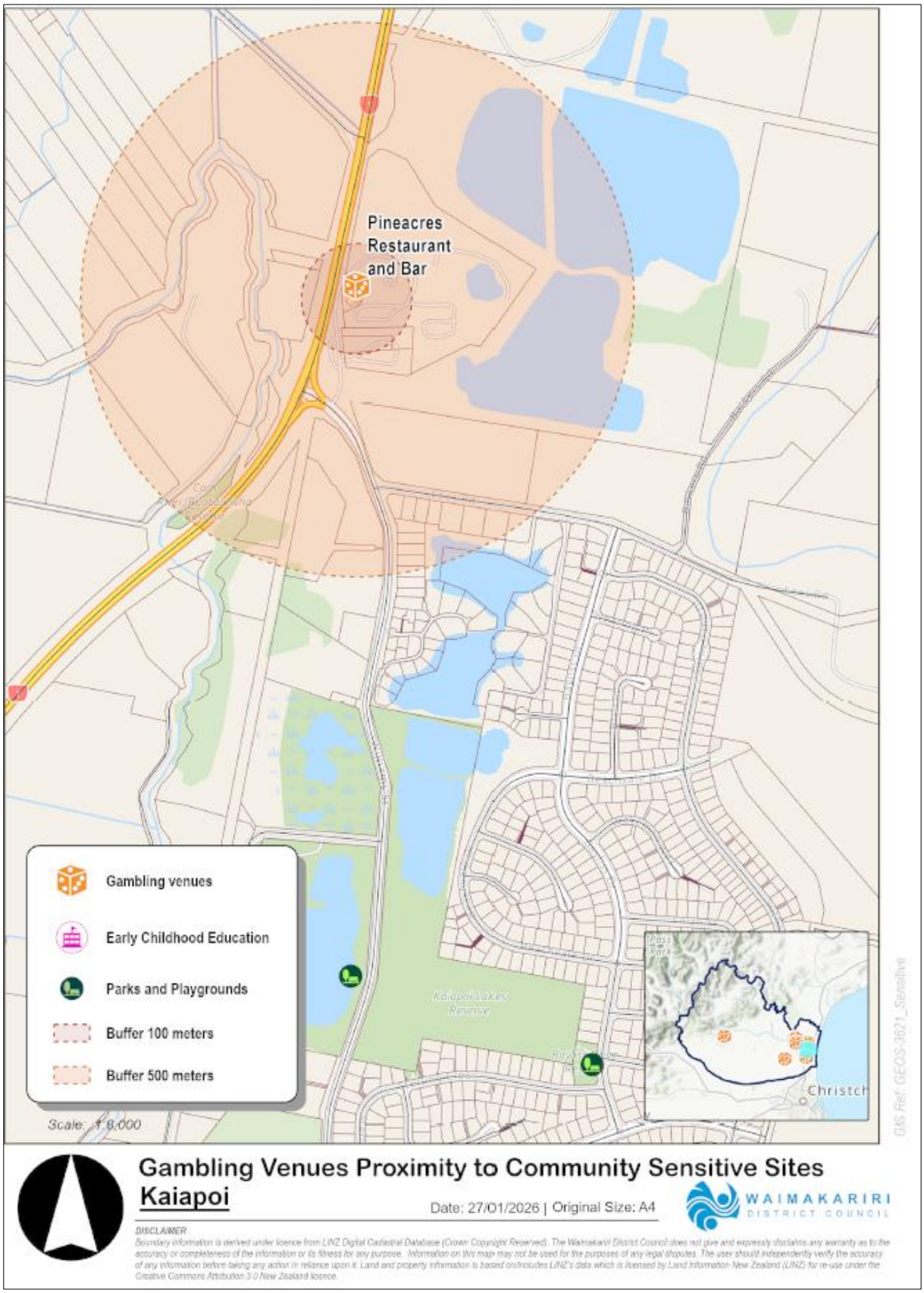


APPENDIX 4: PROXIMITY OF CLASS 4 GAMBLING VENUES TO COMMUNITY SENSITIVE SITES

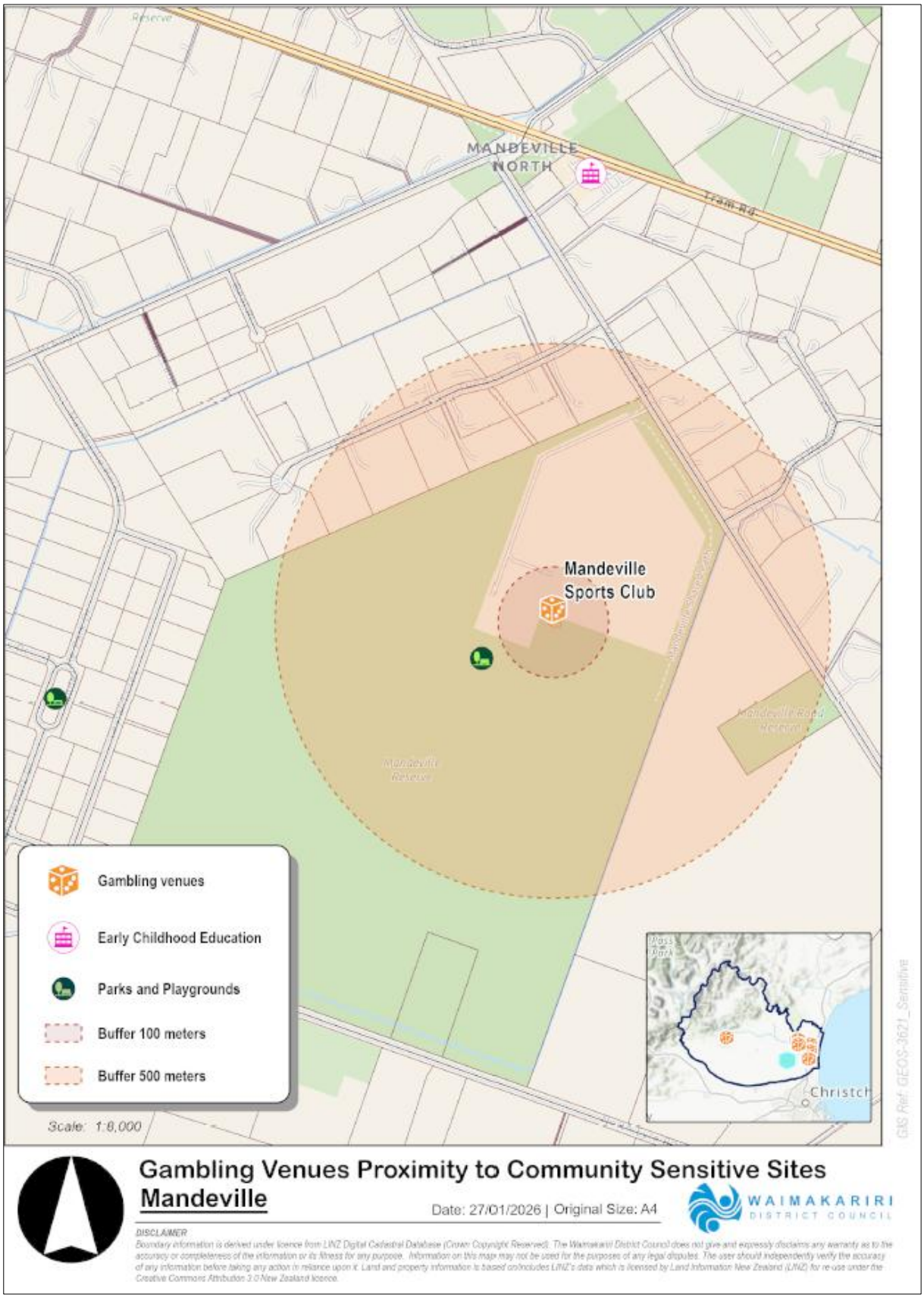
Class 4 gambling venues proximity to community sensitive sites in Kaiapoi



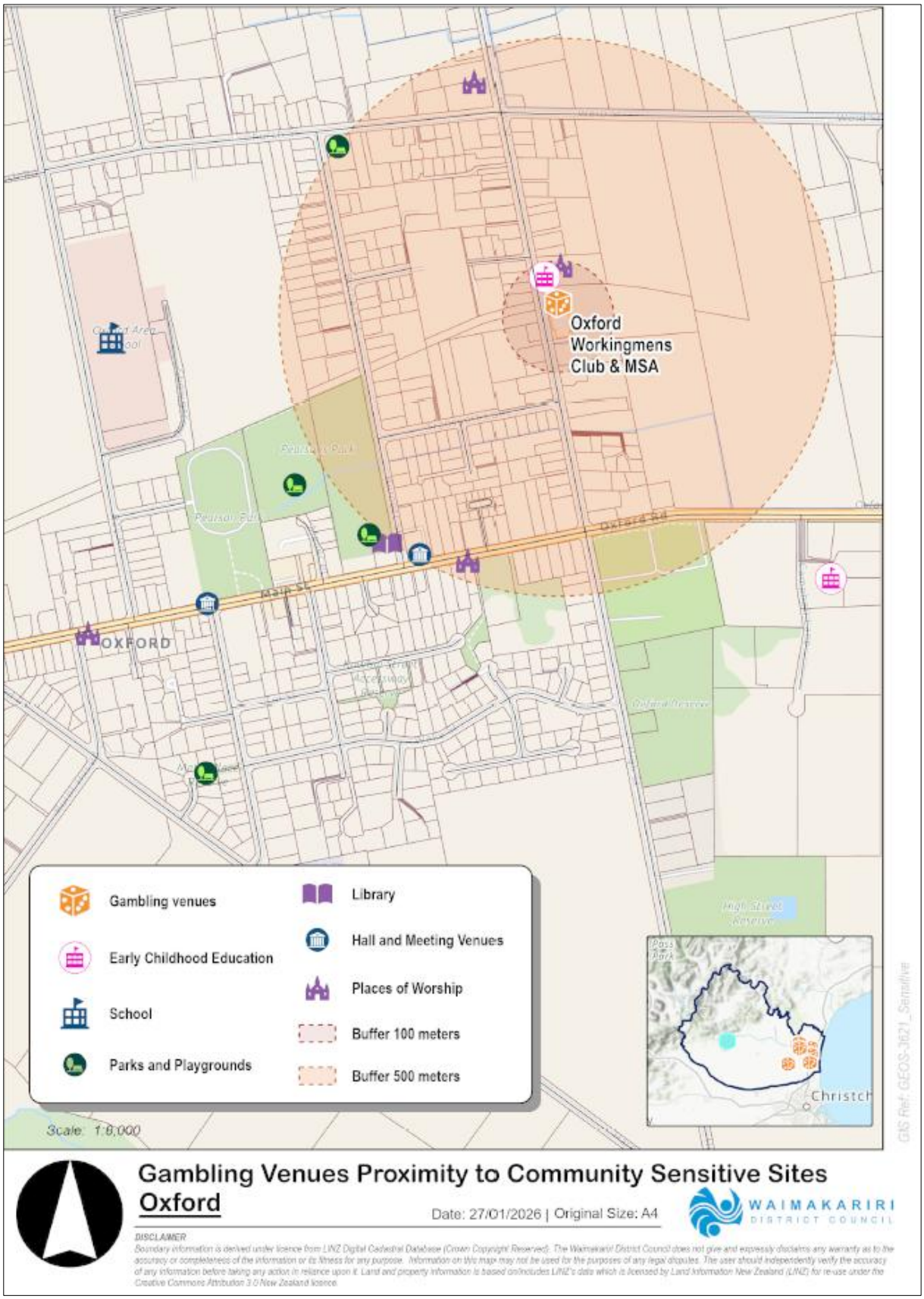
Class 4 gambling venues proximity to community sensitive sites in Kaiapoi



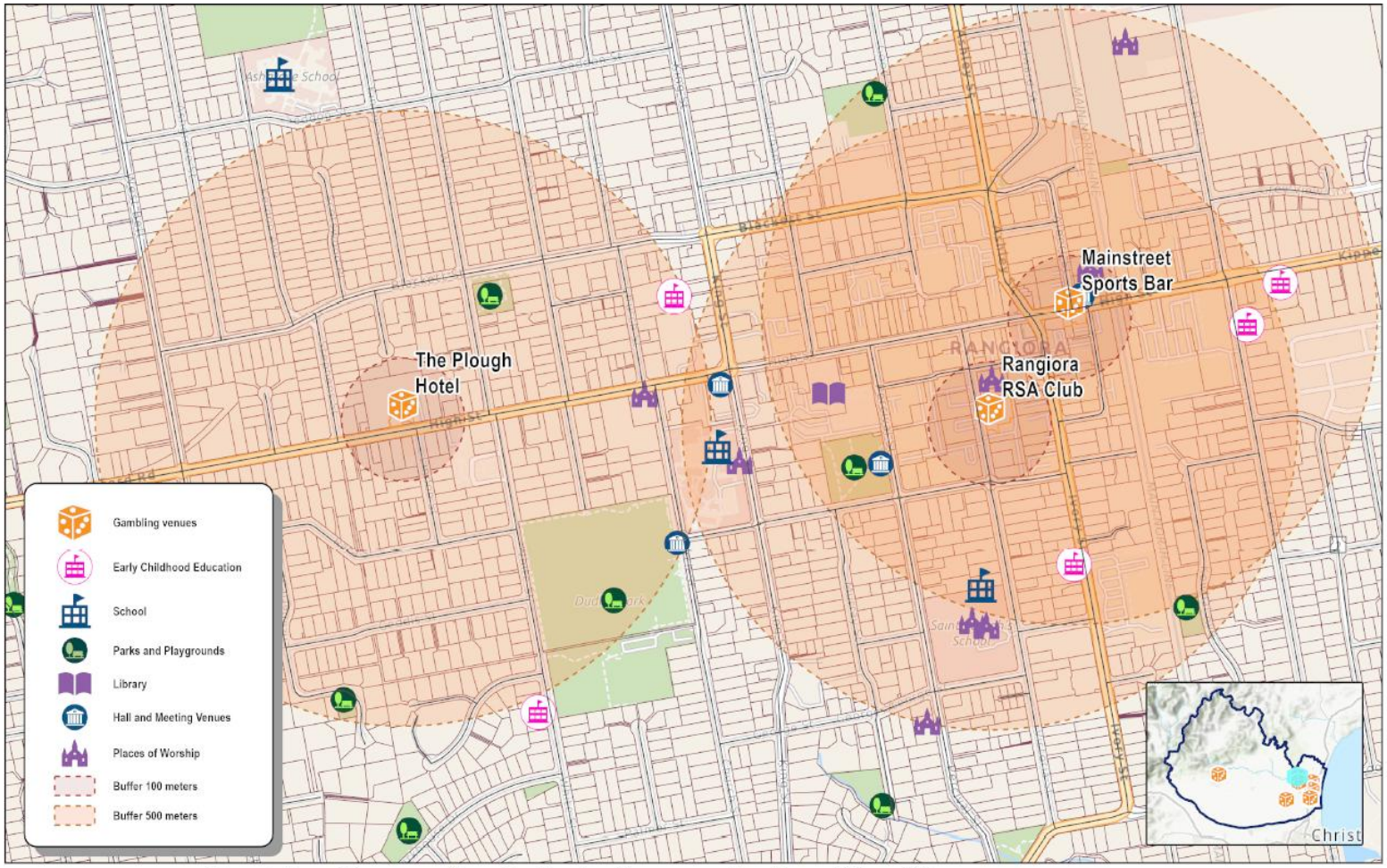
Class 4 gambling venues proximity to community sensitive sites in Mandeville



Class 4 gambling venues proximity to community sensitive sites in Oxford



Class 4 gambling venues proximity to community sensitive sites in Rangiora



Gambling Venues Proximity to Community Sensitive Sites

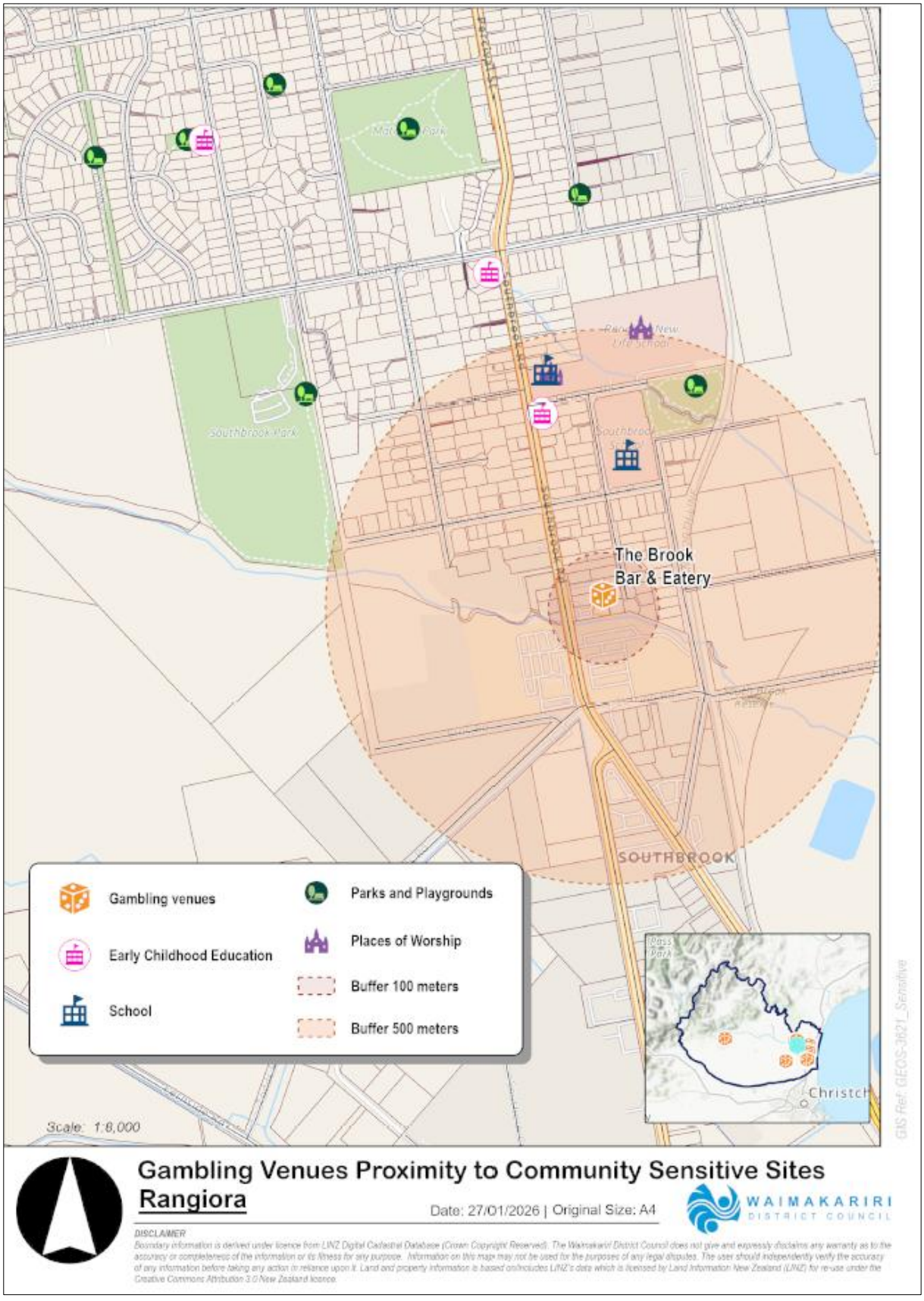
Rangiora

Scale: 1:8,000

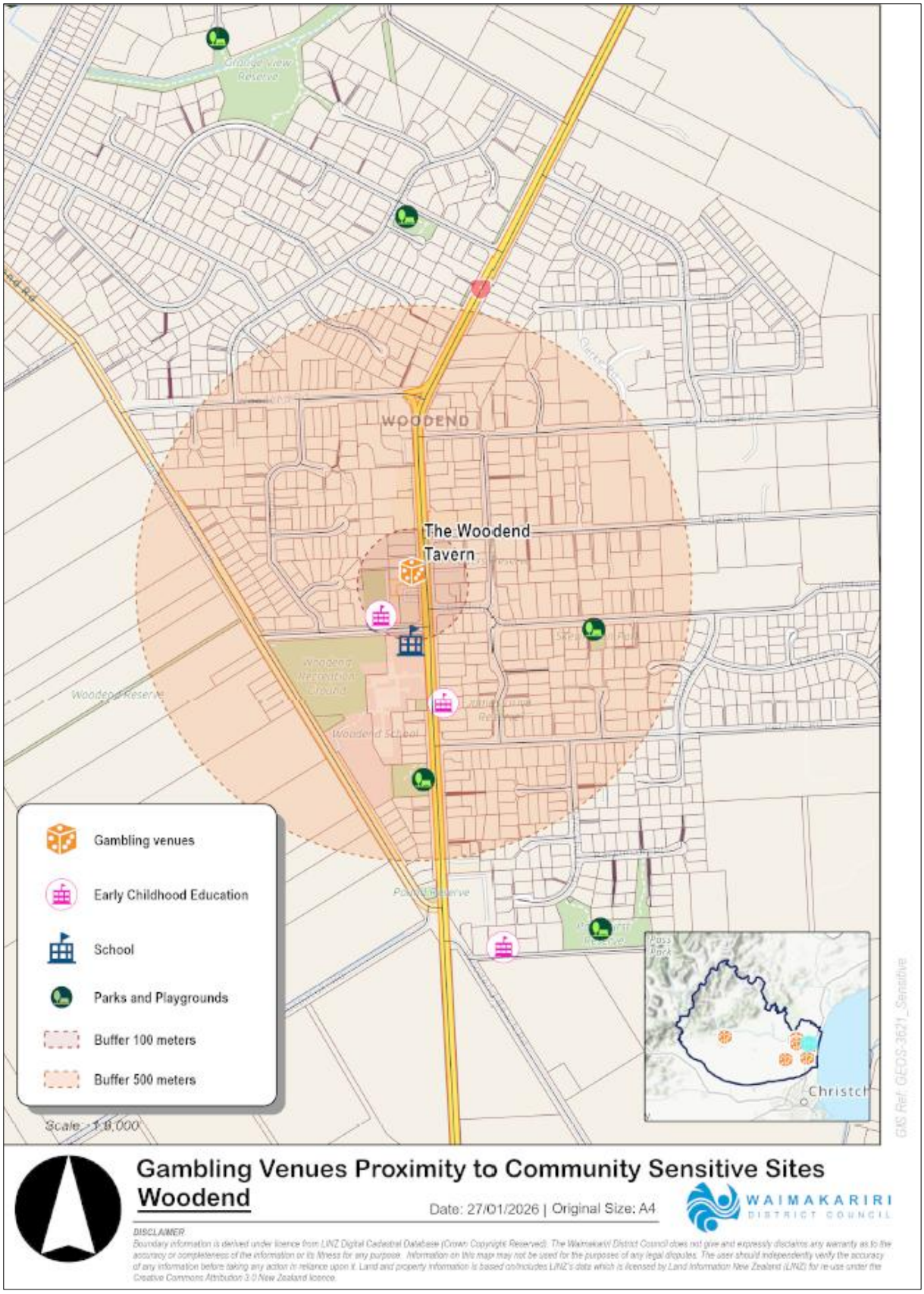
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WAIMAKARIRI DISTRICT COUNCIL

Class 4 gambling venues proximity to community sensitive sites in Rangiora



Class 4 gambling venues proximity to community sensitive sites in Woodend



WAIMAKARIRI DISTRICT COUNCIL
REPORT FOR DECISION

FILE NO and TRIM NO:	DDS-06-01/ 260722178035
REPORT TO:	Council
DATE OF MEETING:	4 August 2026
AUTHOR(S):	Matthew Bacon, Development Planning Manager Jessica Manhire, Senior Policy Planner
SUBJECT:	Request for Plan Stop Exemption – 15 Townsend Road, Rangiora
ENDORSED BY: (for Reports to Council, Committees or Boards)	General Manager / Chief Executive

1. SUMMARY

1.1. The purpose of this report is to respond to the deputation of Mike and Julie Kerr in relation to an application for an exemption to 'plan stop' to allow for a Council-initiated plan change for the rezoning of 15 Townsend Road.

1.2. This report also seeks a decision from Council as to whether it wishes to direct staff to prepare a plan change exemption request, and to prepare a plan change request for Council to consider.

Attachments:

i. Deputation of Mike and Julie Kerr, dated 7 July 2026

2. RECOMMENDATION

THAT the Council:

(a) **Receives** Report No. 260722178035.

(b) **Declines** to prepare and lodge a 'plan stop' exemption with the Minister of Resource Management Reform seeking rezoning of the land at 15 Townsend Road, Rangiora (Sec 1 SO 580791).

(c) **Notes** that such a 'plan stop' exemption would be required to meet one or more of the exemption criteria set out in the Resource Management Act 1991 and provide sufficient detail to enable the Minister to assess whether and how the application meets the criteria set out in that Act.

(d) **Notes** that there is considered insufficient information to determine that a 'plan stop' exemption would meet the criteria set out in section 80W of the Resource Management Act 1991, and that a plan change process is an appropriate response to address the issues raised in the deputation of Mike and Julie Kerr.

(e) **Notes** that Council is not in a position to consider its approach to processing a private plan change application until such time as an application has been made and has progressed to an appropriate point within the Schedule 1 Resource Management Act 1991 process.

3. BACKGROUND

3.1. MH and JM Kerr presented to Council on 7 July 2026 requesting Council direct staff to prepare a report to the Minister seeking a plan stop exemption to allow a plan change to be progressed for the rezoning of 15 Townsend Road, Rangiora.

3.2. The deputation request followed a decision to reject the rezoning of 15 Townsend Road from Rural Lifestyle Zone to Light Industrial Zone that was made in response to the submission of MH and JM Kerr to the Waimakariri District Plan Review. Within this review, the submission was rejected given the absence of information put to the panel in support of the application[1].

3.3. Council understand that following the District Plan Review, MH and JM Kerr received independent advice that the upcoming Southbrook Strategy would enable consideration of rezonings of their land. As a non-statutory document, this plan will not rezone land.

3.4. Within the Government's 'Plan Stop' period, simplistically Councils are required to make an application to the Minister for Resource Management Reform if they wish to proceed with a Council-led plan change. This process also provides for a range of 'automatic exemptions' as follows:

- *"a proposed planning instrument or a draft planning instrument using the Streamlined Planning Process*
- *a proposed planning instrument or a draft planning instrument using the Intensification Planning Process*
- *a draft planning instrument that implements the requirements of a national policy statement published after this subpart commences, if the national policy statement requires that it be implemented before 31 December 2027, and wholly or in part by a draft planning instrument*
- *a proposed planning instrument or draft planning instrument which relates to natural hazards*
- *a proposed planning instrument or draft planning instrument directed, or called in by, the minister*
- *a proposed planning instrument or draft planning instrument used to vary or change the to the Kermadec and Subantarctic Islands regional plan*
- *a proposed planning instrument or draft planning instrument that gives effect to any obligation in or under a Treaty of Waitangi settlement or deed, the Ngā Rohe Moana o Ngā Hapū o Ngāti Porou Act 2019 and the Marine and Coastal (Takutai Moana) Act 2011."*

3.5. Outside of the automatic exemption criteria, Councils can apply to the Minister for an exemption. The draft proposed planning instrument must meet one of the following criteria:

- *better enable the local authority to provide, operate or maintain municipal drinking water, stormwater or wastewater in accordance with the Water Services Act 2021*
- *rectify any provisions in a plan or policy statement that have had unintended consequences, are unworkable, or have led to inefficient outcomes*
- *respond to changes made to the RMA*
- *better enable climate change to be managed*
- *support the transition of high-risk land so as to better manage the risk of erosion*
- *better enable any relevant Treaty of Waitangi settlement Act or deed of settlement, and the Crown's obligations under that settlement, to be upheld*
- *enable a response to be made to a recommendation from the Environment Court*
- *enable work to be progressed that, for any other reason, the minister considers appropriate*

[1]Information required included satisfying relevant national and regional requirements; and location concerns such as reverse sensitivity effects.

3.6. It is noted that the 'Plan Stop' process is considered to be the first step in the plan making process. If the Minister grants an exemption, the Council will need to undertake a plan change process using either a standard plan making process, or propose a streamlined planning process - for example, asking the Minister to apply a similar process as the recent MDRS changes that progressed as an 'Intensified Streamlined Planning Process' (which Council undertook as Variation 1 to the Proposed District Plan (PDP)).

3.7. With regard to any plan change process, if an exemption were granted by the Minister, staff note that while there is likely to be information that Council hold that would assist with a plan change, there is more than likely a need for this plan change to be supported by evidence, similar to rezonings that have occurred in the past. Council staff have not yet costed this work, with this being a first step that would occur if Council direct staff to prepare and lodge an application.

3.8. Staff consider that it is important to note that while 'Plan Stop' exists, this process does not apply to private plan changes, which can be lodged with Council at any stage. Council does still need to make a decision to allow a private plan change within a two-year timeframe following a plan becoming operative. If a private plan change were lodged, staff would provide advice to Council at that time.

3.9. Given the upcoming resource management timeframes, staff note that it is likely that the Minister will become increasingly adverse to making changes within the existing Resource Management Act, however the Ministry for the Environment website confirms that applications can currently be made until December 2027. Staff have not engaged with MCERT officials on this request.

3.10. It is expected that the new planning system will be in force later in 2026 with the transition period beginning 1 month after Royal assent[2]. The transition period is anticipated to be a phased transition to the new planning system.

3.11. The current timeframe set out in the Planning Bill is for Councils to notify regional spatial plans within 15 months after Royal assent, and natural environment plans and land-use plans notified within nine months of regional spatial plan decisions (timeframe currently subject to Select Committee recommendations). It is expected that the new planning system will be fully operational by 2029.

Southbrook Plan

3.12. The Council has initiated the development of a Southbrook Plan which, once adopted by Council, is intended to confirm a vision for Southbrook and provide a decision-making framework for responding to growth, development and change going forward. The Plan will consider key challenges facing Southbrook now and in the future, as well as identify opportunities for the area, further development influences and investment needs, and drivers for change – including how planned investments, such as the Eastern Link Road and other initiatives influence the area. Staff have undertaken early engagement via drop-in sessions in Southbrook last year to understand local issues and aspirations. Additional targeted stakeholder engagement will likely commence over the coming weeks, which will be followed by a workshop with Council Committee and preparation of a Draft Plan for public consultation later this year / early 2027.

KEY ISSUES

3.13. In specific response to the deputation of MH and JM Kerr staff have been unable to place reasons set out in the deputation with reasons within the criteria for a 'plan stop' extension. There may be a level of support found within "*enable work to be progressed that, for any other reason, the minister considers appropriate",* however staff note that an application for Plan Stop will have to indicate the criteria that apply along with justification for how the plan change meets the criteria. It would be the discretion of the Minister whether the criteria is met.

[2] Planning Bill, Schedule 1, clause 3(1)

3.14. Staff consider the request is unlikely to fit within the *had unintended consequences, are unworkable, or have led to inefficient outcomes.* The site is used for residential use and retail activity (antique restoration and sales). The current RLZ zoning, under the Partially Operative District Plan, can still provide for an industry or business in a rural environment that supports, services or is dependent on primary production; or as a homebased business.[3] Staff note a small portion (2.4%) of the south-eastern corner of the site was designated for road widening purposes (WDC-36). The Kerr deputation does not provide sufficient evidence in staffs opinion to make a conclusion on traffic noise impacts on the activity and satisfy these criteria.

3.15. Staff also note that while there is a road and rail noise setback in the plan that sits over the property, there is a consent pathway that would enable consideration of additional rural lifestyle development on the site.

3.16. Staff do not consider there to be support for the matter within the deputation that it would *"help alleviate the projected shortage of commercial land"* as current projections indicate there is enough available capacity of industrial land in the short, medium and long term as a result of decisions on the district plan.

3.17. With regard to paragraph 1.1.2 of the deputation, staff have not undertaken an evaluative exercise as to whether the current zoning would more appropriately provide for the roading improvements however it is noted that the district plan does provide for a pathway for roading infrastructure to be constructed within the rural lifestyle zone.

3.18. With regard to the potential for a private plan change application, the Deputation provided outlines that Council staff have provided without prejudice advice that Council would need to consider how a future private plan change application was progressed under Clause 25 of Schedule 1 to the Resource Management Act 1991 if it were to receive a future private plan change application. Staff agree with the position set out in paragraph 2.2.

3.19. In response to a question in the deputation, staff can confirm that this advice at a staff level did not extend to specific advice that Council *would* reject a plan change application if the substance of the request had been considered in the last two years[4], however staff did indicate that this was Council's position at the time of the previous 2005 District Plan and that impending resource management reform may be a relevant factor that Council would consider. Staff further advised that the substance of a complete private plan change application would, in their opinion, be needed for Council to consider how that private plan change should be processed.

3.20. For completeness, staff also note that the further options set out in 3.1 of the deputation are options available to the landowner, however, are not in a position to provide advice on these options without a substantive understanding of those applications.

4. OPTIONS

4.1. The Council has two options available, based on the deputation provided by Mike Kerr:

- Direct staff to prepare and lodge a 'plan stop' exemption.
- Do not direct staff to prepare and lodge a 'plan stop' exemption

4.2 As outlined in the section above, Council staff have been unable to directly place the deputation request reasoning within the requirements that relate to 'plan stop'. In addition, no further technical information has been provided that would support an analysis of the appropriate zoning of the site if a plan change were undertaken. Based on these criteria, staff do not consider that there is sufficient information to support an application to the Minister, or the progression through an automatic exemption process at this time.

[3] means a commercial activity that is:

a. undertaken or operated by at least one resident of the site; and
b. incidental to the use of the site for a residential activity.

[4] As a criteria Council can consider under this section that is likely to be directly relevant to this request

4.3 With specific reference to capacity of industrial land, if there were a shortfall of capacity this may be a reason to propose a Council lead plan change, however if this plan change were progressed as a Council initiated change staff would recommend that Council consider a process to determine the suitability of other locations that could also provide this capacity prior to initiating a plan change request.

4.4 Staff note that in the event that an application request is not successful, there are several other options available to the landowner, including a private plan change application, resource consent or an application under section 85 of the Resource Management Act 1991.

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

STRATEGIC ALIGNMENT AND COMMUNITY VIEWS

Mana Whenua Engagement

4.6 There is a site and area of significance to Māori located on the site [SASM 024[5]], therefore the subject matter and recommendations contained within this report are likely to be of interest to mana whenua. As such, Council staff would engage with mana whenua on this matter, if a plan change is progressed.

Groups, Organisations and the Wider Community

4.7 There are groups, organisations, or members of the wider community likely to be affected by, or to have an interest in, the subject matter of this report such as the Rural Lifestyle zone neighbouring landowners and occupiers. Affected persons will be identified if a Plan Change is progressed and part of the schedule 1 Resource Management Act 1991 process.

Implications for Community Wellbeing

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

Community Outcomes and Strategic Priorities

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

- There are sufficient and appropriate locations where businesses can set up in our District
- Land use is sustainable; biodiversity is protected and restored

4.10 The Council's Strategic Priorities are relevant to the actions arising from recommendations in this report, including the following:

- Enable economic prosperity of the district through sustained population growth, direct investment and business friendly practices that attract new and support existing local businesses.
- Pursue a meaningful, open and trusting relationship based on the principles of Te Tiriti with Ngāi Tūāhuri.

5 OTHER IMPLICATIONS AND RISK MANAGEMENT

Financial Implications

5.1 There are financial implications for the decisions sought by this report.

5 Cam/Ruataniwha River (incl. tributaries)

5.2 Costs associated with an application request to the minister are not provided for within the 2026/2027 Development Planning Unit budget. The primary cost associated with the application to the minister is staff time to prepare and lodge an application. However, it would be expected that if Council were to lodge a request within the minister that it would be informed by an analysis of the reasons why such a request is appropriate, and that sufficient technical work had been undertaken to determine that the outcome sought was appropriate to the site. This is likely to require specialist technical advice, both from existing internal staff resource and likely external specialist advice, as would be the case for any plan change process. These costs have not yet been explored with the landowner or budgeted in terms of both cost and available staff time.

5.3 Costs associated with processing a private plan change are cost recoverable as per the Council's fees and charges schedule.

Community Resilience and Sustainability

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

Risk Management

5.5 There are risks arising from the adoption/implementation of the recommendations in this report. The primary risk of making an application to the Minister relates to the level of information needed to support an application.

Health and Safety

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

6 CONTEXT

Consistency with Policy

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

Authorising Legislation

6.2 The Resource Management Act 1991 covers the subject matter of this report.

Authorising Delegations

Delegations in relation to this report fall to Council as the local authority. Council has not delegated this decision to staff or any committee.

Attachment 1

Deputation to Waimakariri District Council

Re: zoning of 15 Townsend Rd, Rangiora

7 July 2026

By Mike & Julie Kerr

Contents/Agenda

1. Mike Kerr's address to the Council, attaching:
   - 1.1. Timeline of engagement with Council regarding zoning of 15 Townsend Rd; and
   - 1.2. Screenshot District Planning Map showing the site, its proximity to other commercial/industrial zoned and the coverage of the Road and Rail Noise Overlay.
2. Further comments on possible options by Andrew Schulte, counsel for M & J Kerr.

Questions?

Mike Kerr's address to WDC deputation

Good morning and thank you for the opportunity to speak today.

My name is Mike Kerr, and I'm here regarding our property at 15 Townsend Road. Rangiora.

We've brought this matter forward for deputation because despite sustained engagement with the Council for more than five years, there is currently no clear or workable pathway to resolve the constraints affecting our property.

At a high level, the property is constrained under the current planning framework with inappropriate zoning, while the standard rezoning pathway, having been pursued, is apparently exhausted.

At each stage we have followed Council guidance, taken advice and engaged in good faith.

However, despite doingso, the process has not produced a mechanism through which the issue can be resolved. This has, in part, been due to what we now know was overly optimistic advice but also a change of approach to development at Southbrook by the Council.

As a result, the property remains subject to ongoing land use constraints.

As further background, over the last 20 years Townsend Rd has changed from a low volume shingle road to an urban connector, as has Fernside road.

This has necessitated the council acquiring land from us for a major roundabout, a process we cooperated in.

Business and housing development in the East, West, North and South is expected to increase traffic further and transform the character of the area from rural to urban, making our property unsaleable as rural residential land.

The changes mean our property has been identified by the council, as impacted by traffic noise (as per attached map) This significantly affects 75 % of the property.

This will only get worse with the completed Somerset Rest Home, the Johns Rd sub-division and the completion of Townsend field residential development plus other developments in western area of Rangiora

The current development has made having livestock high risk, unworkable and totally unsuitable for the property

Re zoning our property would align it with surrounding land uses, establish a strategic corner site, and enable efficient land use by reducing land sensitivity.

During the submission process it was noted in the report that the addition of 5.3 hectares would help alleviate the projected shortage of commercial land and there was support for the application in that respect. We think that rezoning the site makes strategic sense while meaning that we can remove ourselves and our more sensitive activities to a more sensible location.

This outcome is sought for my family, rather than me personally, as my health is not what it was. Simply put, I do not want to leave the situation unresolved.

What we're seeking.

We are here today requesting that the Council direct staff to prepare a report to the Minister, on seeking a plan stop exemption to allow for the rezoning of 15 Townsend Road, subject to further consideration of the merits.

This is not a request for a final decision today.

It is a request to establish a formal, structured pathway, for assessment - where we've been advised one does not currently exist.

It allows the site to be considered in light of its current and likely future conditions. And it enables Council to exercise its discretion in a transparent and accountable way.

After more than five years of engagement - and in the context of evolving site conditions - we are simply seeking Council's direction to enable a process that can properly address this matter and establish a clear and workable path forward for all concerned.

Thank you for your time and consideration.

I now hand things over to Andrew who has some additional comments on other potential pathways.

Mike Kerr

Process History: 15 Townsend Road:

Nov 2020 Approached by council to acquire land for roundabout. Raised concern about impact on property with the mayor. Advised to apply for re zoning under 30 year district plan review.

Nov 2021 Re zoning submission lodged through district plan review by planner, Kim McCracken.

Nov 2022 Settlement on Corner section for the roundabout.

May 2024 Receive Officer's s,42A report on district plan submission, Officers recommended rejection but some merit noted in site due to need for more commercial land. Were advised not to attend hearing. In hindsight, evidence should have been provided at hearing.

c. July 2025 Receive District Plan Decision, panel accepted Officer's recommendation. Advised not to appeal by Kim McCracken as he informed me the whole matter of the Southbrook area was going to be revisited in the Southbrook Development Plan. He considered this would be a better pathway forward.

July 2025 Attended first drop in session re Southbrook Development Plan. Spoke to Mayor Gordon about the property and he understood our problem and could see no problem re zoning the property but there was a process to follow which we understood. Told further meeting after local body elections. Nothing further eventuated and were later advised Southbrook Development Plan had been shelved.

Jan 2026 Advised nothing further happening due to changes to RMA.

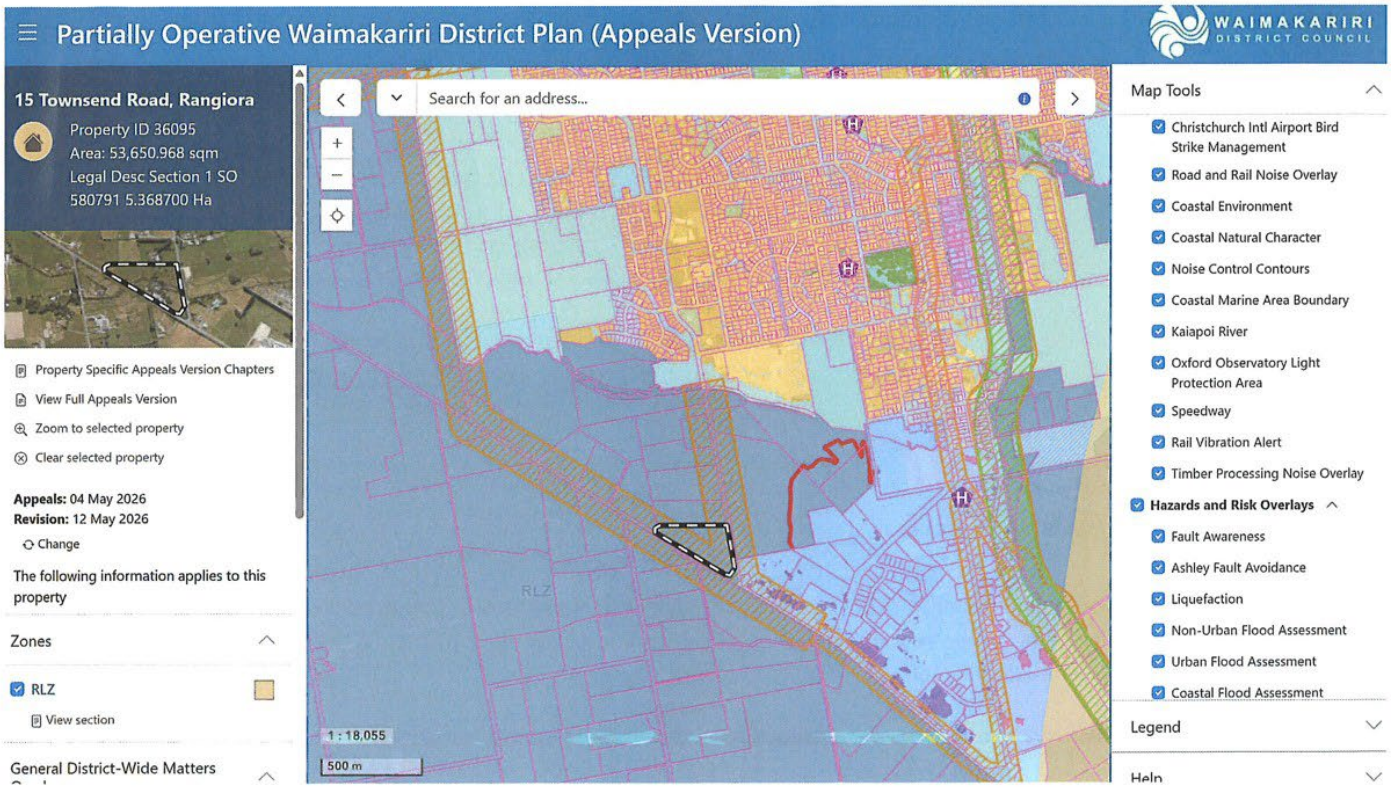
Feb 2026 Engaged a planner to make enquiries re private plan change. He was advised that a Plan Change would not be accepted by the Council due to 2 year stand down period after District Plan.

Mar 2026 Correspondence with chief executive of council re our options advised of the potential way forward that relied on a Ministerial exception to the "Plan Stop" that the Government had put in place.

May 2026 Meeting with Matt Bacon and Wendy Harris re pathway forward.

Supporting documents (available on request):

- Copy of rezoning submission.
- Report re District pan application.
- Noise overlay map of property (attached below).
- Correspondence of private plan change refusal.
- Medical evidence in support of hardship application.


Partially Operative Waimakariri District Plan (Appeals Version)
WAIMAKARIRI DISTRICT COUNCIL
15 Townsend Road, Rangiora
Property ID 36095
Area: 53,650.968 sqm
Legal Desc Section 1 SO 580791 5.368700 Ha
Property Specific Appeals Version Chapters
View Full Appeals Version
Zoom to selected property
Clear selected property
Appeals: 04 May 2026
Revision: 12 May 2026
Change
The following information applies to this property
Zones
RLZ
View section
General District-Wide Matters
Search for an address...
RLZ
1 : 18,055
500 m
Map Tools
Christchurch Intl Airport Bird Strike Management
Road and Rail Noise Overlay
Coastal Environment
Coastal Natural Character
Noise Control Contours
Coastal Marine Area Boundary
Kaiapoi River
Oxford Observatory Light Protection Area
Speedway
Rail Vibration Alert
Timber Processing Noise Overlay
Hazards and Risk Overlays
Fault Awareness
Ashley Fault Avoidance
Liquefaction
Non-Urban Flood Assessment
Urban Flood Assessment
Coastal Flood Assessment
Legend
Help

7 July 2026

Re Deputation to the Waimakariri District Council for M & J Kerr.

Further comments regarding zoning at 15 Townsend Rd.

Further to the comments that Mr Kerr has made, I would like to also highlight the following points:

1. On the application for an exemption under plan stop.

    1.1. We acknowledge that, as it stands, a request to exempt a Council variation is not straightforward under the Ministerial requirements, under which at least 3 of the mandated thresholds need to apply. However, we would argue that the Council could seek an exemption because a rezoning would:

        1.1.1. Fix an outcome that is considered a planning error;

        1.1.2. Align better with recent legislative changes under the RMA (both in terms of enabling infrastructure - i.e. the roading changes and roundabout - and enabling sufficient commercial land at Rangiora - under the NPS-UD); and

        1.1.3. Be a suitable case for the Minister's general discretion given that the rezoning of the corner site can serve a wider strategic function, either as an indication of an intention to enable further commercial use in this area - given the roading changes and other development - or, alternatively to act as a buffer between the roundabout and the land still zoned rural lifestyle.

    1.2. However, the Kerr's view remains that even if the exemption request is not considered a starter, or is unsuccessful, there is still the option of seeking a private plan change that the Council can chose to support, to the extent that it is able.

2. On the Private plan change application:

    2.1. The advice to the Kerr's planner, while correct in explaining that a private plan change application may be rejected if a district plan has been operative "for less than 2 years", was not correct if it indicated - and the Kerrs believe it did - that the Council has no option but to reject it in those circumstances.

    2.2. The Council has the discretion to reject a private plan change if, and only if, one of the grounds set out in cl.25(4) is made out. However, that is a discretionary power and in appropriate circumstances, and we say that this can be considered one, the council can still accept the requested private plan change and proceed to notify it.

2.3. That this is the correct position is made out by the acceptance of private plan changes (somewhat curiously referred to as 'variations' despite being private applications) on the Part-Operative Selwyn District Plan.

2.4. In the situation they now find themselves and as a mark of the desperation they feel about progressing the required change, the Kerrs would consider proceeding with the preparation of an application for a private plan change, despite the advice to their planner, and would seek to challenge the Council's interpretation if that application were rejected.

2.5. However, given the acknowledged difficulties created by the District Plan outcome, it is hoped that any such application would be accepted if required.

3. Further options?

3.1. If neither the plan stop exception or a private plan change are ultimately possible, and having ruled out doingnothing given the urgency of the situation - Including the health issues that Mr Kerr has indicated are pressing - there remain two further potential options:

3.1.1. Seeking a resource consent for a commercial use of the site. However, given that this would require the Kerr's to speculate on the best use of the site and would also be an expensive process with perhaps even less of a chance of success, this option is not preferred; or

3.1.2. Making a claim- either now, under s.85 of the RMA, or later under the proposed new legislation, especially if the regulatory taking regime is confirmed - seeking that the Council purchase 15 Townsend Rd as the plan decisions have rendered it no longer capable of any reasonable use for which it is zoned or might be likely under a resource consent application (noting that this outcome may be augmented or replaced by compensation under the proposed new planning regime).

3.2. Neither of these options is preferred by the Kerr's but need to be kept on the table if a change to the zoning of the site cannot otherwise be achieved.

4. Happy to answer any questions.

A J Schulte
Council for M & J Kerr

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	Gov-01-11 / 260619146541
REPORT TO:	COUNCIL
DATE OF MEETING:	4 August 2026
AUTHOR(S):	Sarah Nichols, Governance Manager
SUBJECT:	Local Government New Zealand (LGNZ) Annual Conference Attendance October 2026

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

General Manager | Chief Executive

1. SUMMARY

1.1 This report is to seek one Councillor to accompany the Mayor to the Local Government New Zealand Conference (LGNZ) and LGNZ Excellence Awards to be held in Rotorua from 14 to 15 October 2026.

Attachments:

i. LGNZ Conference and Awards Programme (Trim Ref 260619146561)
ii. Council Elected Member Conference and Training Policy (Trim 230126009764).

2. RECOMMENDATION

THAT the Council

(a) **Receives** Report No. TRIM number 260619146541.

(b) **Approves** Councillor …….…… attending the annual Local Government New Zealand National Conference on 14 and 15 October 2026 in Rotorua, accompanying Mayor Gordon.

(c) **Notes** that a verbal report from the Mayor and councillor attending will be provided at a future workshop to discuss information and opportunities learnt from the attendance.

(d) **Notes** the cost of the councillor attendance is approximately $3,411.25 with the current governance budget of $33,440 available (2270 W1350 and 2240 W1350).

3. BACKGROUND

3.1. The policy stipulates that the Mayor, one Councillor may represent the Council at the National LGNZ Conference annually. Any nominated Councillor can only attend one LGNZ Conference in any given triennium cycle (unless held in Canterbury) to enable other members to attend. This attendance once, is also applicable for the Deputy Mayor, who, if available, should attend one conference during the triennium cycle.

3.2. The 2026 LGNZ National Conference is being held at the Energy Events Centre in Rotorua on Wednesday 14 and Thursday 15 October 2026.

3.4. The conference brings together elected members, council leaders and sector experts from across New Zealand. Over two days, the programme includes plenary sessions and breakout sessions focused on current issues facing local government, including reform, funding, governance and service delivery. SuperLocal is designed as a working conference, with sessions intended to support discussion, shared understanding and practical learning.

4. ISSUES AND OPTIONS

4.1. Local government faces the biggest changes in a generation. Current and upcoming reform is reshaping the sector, while councils navigate constrained budgets, growing infrastructure pressures and changing community expectations. SuperLocal is a practical, working conference designed for elected members and council leaders navigating this period of change. Over two days, just three weeks before the general election, attendees will engage with politicians, deepen their understanding of reforms and share practical approaches that make sense in this financially constrained environment.

4.2. Early Bird tickets, if purchased prior to 14 August, include all conference sessions, workshops, the exhibition, networking events plus the SuperLocal Awards evening. The cost is $1,604.25 (including GST) per person. If tickets are purchased after 14 August, the cost is $1,719.25.

4.3. At the time of writing this report, the Mayor's flights and accommodation have been confirmed as being paid by LGNZ, due to his role of LGNZ Vice President. However, the registration for the conference is still being clarified whether it will be a Council or LGNZ cost. There is budget available of $7,000 for the Mayor's registration, should it become a Council cost. The cost of travel, accommodation and conference attendance for the attending councillor is covered by the Governance budget, which has a current balance of $33,440.

4.4. Other events occurring that may be of interest to the attending councillor are:

4.4.1. Young Elected Members Hui
For elected members under 40yo (at time of 2025 Election).
Tuesday 13 October, 1pm to 6pm $684.25.

4.4.2. Women in local government breakfast
Wednesday 14 October, 7am to 8.30am $74.75.
The discussion focuses on the challenges ahead, the opportunities and what practical support looks like over the next term. It is a chance to hear from others, share experience and leave better prepared.

4.4.3. Mayors' Taskforce for Jobs breakfast (Mayors and CE's)
Thursday 15 October, 7.30am to 8.30am
This breakfast provides a strategic update on the year, what has been delivered, where the programme is headed and what it means for councils and communities heading into the next term. It is also an opportunity to hear directly from the mayors and leaders who are making it work in their regions.

4.5. LGNZ envisaged that the attendees will return from the conference with:
- an enhanced understanding of the forces shaping local government policy.
- A clear look at what's working, what isn't and what can be improved upon.
- A chance to test different approaches to service delivery and governance.
- An opportunity to set a shared direction for advocacy ahead of the general election.

Implications for Community Wellbeing

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

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

5. COMMUNITY VIEWS

5.1. Mana whenua

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

5.2. Groups and Organisations

There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

5.3. Wider Community

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report. However, the attendance to the Conference has an educational and networking aspect for the Mayor and Councillor to bring back and share information and enhance community interaction.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are financial implications of the decisions sought by this report.
This budget is included in the Annual Plan/Long Term Plan.

One Councillor attending costs from the W1350 ledger account:

Cost	Early Bird Ticket (prior to 14 August)	$1,604.25
Airfares	Estimate return flights	$900
Accommodation	3 nights ($269/night)	$807
Incidentals	eg taxi	$100
Total		$3,411.25 (including GST)

6.2. Sustainability and Climate Change Impacts

The recommendations in this report do have sustainability and/or climate change impacts, with return flights to the conference.

6.3 Risk Management

There are minimal risks arising from the adoption/implementation of the recommendations in this report. Noting the cancellation terms of the conference:

Before 31 August, $150 fee. Between 31 August - 15 September, 50% refund. From 16 September, no refund. Refunds are processed within four weeks after the conference. Accommodation cancellations within 45 days may incur hotel fees. Transfer of registration to another councillor due to unforeseen unavailability can occur, with costs associated to airfares, but not conference registration or hotel costs.

6.3 Health and Safety

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

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

Not applicable.

7.3. Consistency with Community Outcomes

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

7.4. Authorising Delegations

The Council has the delegation to decide who attends the Annual LGNZ National Conference, as per the Council Elected Member Conference and Training Policy.

PROGRAMME LGNZ Super Local National Conference – Rotorua 4-15 October 2026

Day 1

6.30AM Registrations open Venue: Energy Events Centre

9.00AM Welcome

10.00AM Keynote: Sir Brian Roche - vision for the public sector and parallel lessons for local government

10.25AM Panel discussion: Local government reflections

11.00AM Break

12.00PM Reimagine – The forces shaping local government
Carl Davidson, Chief Curiosity Officer and Critical Thinking Champion, The Curiosity Company
Traci Houpapa, Chair, Te Arawa Group Holdings
Jo Hendy, Chief Executive, Climate Commission
Ben Hayward, Chief Executive Fulton Hogan New Zealand

2.00PM Break

3.00PM Reimagine – The forces shaping local government
National Party address and Q&A
Labour Party address and Q&A

4.00PM Breakout **session one**
Building capability
Leading through reform
Financial sustainability and efficient delivery
Innovation in action

5.00PM Simpson Grierson welcome reception

<u>Plenary sessions</u>

Understand the reform agenda, the funding constraints and how councils are responding on the ground.

Plenary 1: Reimagine – The forces shaping local government

Change is happening fast, and it’s reshaping what councils do and how they do it. Population shifts, economic pressures, climate challenges, ageing infrastructure and major reforms are all having an impact. This opening session brings together experts to set the scene for conference. It features the two major political parties on their vision for local government, with opportunities to ask questions and join the discussion. Together, we'll explore where we are now, what's changed and how councils can respond to the challenges ahead.

Plenary 2: Reset – Creating a stronger local government

Rates caps, regional reorganisation and rising expectations are prompting councils to rethink how they work and where they focus effort.

This session looks at what a stronger, more financially sustainable local government system could look like. Drawing on experiences from New Zealand and overseas, we'll share practical ideas for delivering regional and territorial authority functions well, while making the most of limited resources and maintaining public trust. We'll also launch new LGNZ polling and hear from representatives of New Zealand's smaller political parties, whose influence under MMP continues to grow, in a facilitated panel discussion.
Plenary 3: Refocus – What local government needs next

The conference concludes by stepping back to hear from the sectors that rely on strong local government every day.

With infrastructure at the centre of council responsibilities, we'll explore what's needed to plan, fund and deliver the projects that support resilient communities and regional economic growth. A panel featuring leaders from business, community organisations and the creative sector will share what they need from local government to succeed. The conference will close with a keynote on leading through uncertainty and the lessons that come with navigating periods of significant change.

Stream 1: Building capability
Strong local government depends on exercising judgement over an array of complex topics. This session provides an overview of LGNZ's Ākona programme, highlighting tools, resources and training opportunities that support effective leadership, community engagement and good governance.

Stream 2: Leading through reform
Reform is actively reshaping councils. This session examines what that means for governance and leadership in practice. Drawing on legal expertise, reform experience and lessons from other jurisdictions, it helps elected members and senior leaders navigate uncertainty and lead through transition with clarity and confidence.

Stream 3: Financial sustainability and efficient delivery
Tight budgets demand smart thinking. This session focuses on practical strategies for cost-effective and sustainable service delivery. It shares real-world examples of improved performance, smarter procurement and collaboration that help councils achieve more with every dollar.

Stream 4: Innovation in action
Local government is embracing innovation at pace. This session highlights council-led projects where new ideas and technologies are making a real difference. From digital tools to new service models, we'll explore how fresh thinking can drive better outcomes for communities.

Day 2 Venue: Energy Events Centre

7.00AM	Registration opens
9.00AM	Reset – Creating a stronger local government Keynote Simplifying Local Government Q&A Panel discussion
11.00AM	Break
12.00PM	Breakout **session two** Building capability Leading through reform Financial sustainability and efficient delivery Innovation in action
1.00PM	Breakout **session three** Building capability Leading through reform Financial sustainability and efficient delivery Innovation in action
2.00PM	Break
3.00PM	Refocus – What local government needs next Keynote Panel discussion: Sector perspectives on local government
5.30PM	Fulton Hogan SuperLocal Awards evening Venue: Sir Howard Morrison Theatre

Waimakariri District Council
215 High Street
Private Bag 1005
Rangiora 7440, New Zealand
Phone 0800 965 468

Council Elected Member Conference and Training Policy

1. Purpose

The Council is required to give effect to the purpose of Local Government which is described in the Local Government Act 2002 (the Act). The purpose enables democratic and effective local decision-making and action, by and on behalf of, communities to meet the present and future needs by playing a broad role in promoting the social, economic, environmental and cultural well-being of their communities, taking a sustainable development approach.

2. Policy context

Elected members are responsible for making decisions on matters such as the services council will provide, the standard they are provided to, how they will be paid for and what bylaws need to be made. Elected members have a governance role in council as well as being an elected representative of the community.

3. Policy objective

3.1. Local Government Conference (LGNZ annual conference)

3.1.1. A report will be considered by the Council each April/May to determine attendance.

3.1.2. The Mayor, one Councillor, together with the Chief Executive, may represent the Council at the LGNZ Conference annually.

3.1.3. The Deputy Mayor, if available, should attend at least one LGNZ Conference during the triennium cycle.

3.1.4. Any nominated Councillor can only attend one LGNZ Conference in any given triennium cycle (unless being held in Canterbury), to enable other members to attend.

3.1.5. When the LGNZ Conference is held in Canterbury, the Council will consider sending up to ten Councillors.

3.2. Local Government Rural and Provincial meetings

The Mayor, one Councillor, together with the Chief Executive, may represent the Council at the LGNZ Rural and Provincial meetings. If the Mayor and/or Chief Executive are unable to attend, then a representative may attend in their place. This could be a Councillor, Community Board member or staff member (i.e. up to a maximum of three, including the Mayor). These meetings are usually held in Wellington three times per year.

3.3. Local Government Zone 5/6 meetings

3.3.1. The Mayor, one Councillor, together with the Chief Executive, may represent the Council at the LGNZ Zone 5/6 meetings. If the Mayor and/or Chief Executive are unable to attend, then a representative may attend in their place. This could be a Councillor, Community Board member or staff member (i.e. up to a maximum of three, including the Mayor). These meetings are usually held three times a year.

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3.3.3. When the meeting is held in Canterbury, the Mayor may approve up to five members attending.

3.4. LGNZ Zone 5/6 Conference (annual conference)

3.4.1. A report will be considered by the Council each February/March to determine attendance.

3.4.2. The Mayor, three Councillors, together with the Chief Executive, may represent the Council at the LGNZ Zone 5/6 Conference annually when held outside Canterbury.

3.4.3. When the LGNZ Zone 5/6 Conference is held in Canterbury and no accommodation is required, the Council will consider sending up to ten Councillors.

3.5. Approval for Councillor training attendance

3.5.1. The Mayor, or in his/her absence, the Deputy Mayor, will approve all training courses, conferences and seminars attended by members of the Council and notify the Governance Manager via a completed Learning Opportunities Councillor Request Form. This will be reported as part of the Mayor's monthly diary report to Council.

3.5.2. Training courses (and conferences) can also be approved via a report to the Council.

3.5.3. The Mayor and Chief Executive have discretion for New Zealand conferences and training attendance approval.

3.5.4. Attendance at overseas conferences for any elected member shall be approved by the Council via a formal report.

3.5.5. The member will provide a verbal report back on conference/training to the appropriate Committee or Council portfolio update section of the meeting.

3.6. Community Board Members

3.6.1. Approval for Community Board Members to attend conferences or training within New Zealand (excluding in-house) will be via formal Community Board report, consideration and resolution.

3.6.2. Any Community Board member attending a conference is required to provide a written report on the learnings/highlights to be published in the next available Board agenda for public accountability and circulated to all elected members. Any training session will be verbally reported back at the next meeting.

3.7. LGNZ National Community Board Conference (held every two years)

3.7.1. At least one Community Board member from each Community Board may attend the Conference and represent their community.

3.7.2. It is permissible for a Councillor appointed to a Community Board to attend the LGNZ Community Board Conference. However, the related registration and expenses will come from the Community Board training budget and not the Council training budget.

4. Questions

Any questions regarding this policy should be directed to the Governance Manager in the first instance.

5. Relevant documents and legislation

- Local Government Act 2002
- Learning Opportunities Councillor Request Form (QD GOV Form 001)

6. Effective date

5 March 2025

7. Review date

5 March 2026

8. Policy owned by

Governance Manager

9. Approval

Approved and adopted by the Waimakariri District Council on 5 March 2025.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR INFORMATION

FILE NO and TRIM NO:	EXC-57/260720175669
REPORT TO:	COUNCIL
DATE OF MEETING:	4th August 2026
AUTHOR(S):	Jeff Millward - Chief Executive
SUBJECT:	Health, Safety and Wellbeing Report – June 18th 2026 to July 20th 2026

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

General Manager | Chief Executive

1. SUMMARY

1.1. This report provides an update to Council on Health, Safety and Wellbeing (HS&W) matters between June 18th 2026 to July 20th 2026. The dashboard reporting in the appendices cover trends between August 2025 and July 2026.

1.2. There were 9 incidents which occurred from June 18th 2026 to July 20th 2026. There are 2 lost time hours to the organisation in this period.

1.3. Flamingo Scooter did not report any incidents within this period.

1.4. Rangiora Airfield did not report any incidents within this period.

1.5. All staff incidents are included in this report. Public incidents are included in the graphs in Appendix B.

Attachments:

i. Appendix A: Incidents, Accidents and Near misses
ii. Appendix B: Health, Safety and Wellbeing Dashboard Reports.
iii. Appendix C: Contractor Health and Safety Capability Pre-qualification Assessment (drawn from the Site Wise database)

2. RECOMMENDATION

THAT the Council:

(a) **Receives** Report No. 260720175669.

(b) **Notes** that there were no Worksafe notifiable incidents this month. The organisation is, so far as is reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) as required by the Health and Safety at work Act 2015

(c) **Circulates** this report to the Community Boards for their information.

3. BACKGROUND

3.1. The Health and Safety at Work Act 2015 requires that Officers must exercise due diligence to make sure that the organisation complies with its health and safety duties.

3.2. An officer under the Health and Safety at Work Act 2015 is a person who occupies a specified position or who occupies a position that allows them to exercise a significant influence over the management of the business or undertaking. Mayor, Councillors and the Chief Executive are considered to be Officers of the Waimakariri District Council.

4. ISSUES AND OPTIONS

4.1. Incidents, Accidents & Hazards

4.1.1. The period 18th June 2026 to 20th July 2026 shows an increase of Injuries and Property & Vehicle Damage for both members of the public and Employees

4.1.2. Incidents have been varied; staff injuries have been managed and return to work plans are in place where necessary. One incident resulting in two hours lost time to the Organisation.

4.1.3. There were three instances of Vehicle and Property Damage, with both contractors and employees found to be at fault.

4.1.4. Adverse Interactions have consisted of threatening behaviour from members of the public towards staff. We continue to involve the Police as necessary to ensure the safety and wellbeing of our staff.

4.1.5. No Flamingo Scooter incidents for this reporting period.

4.1.6. No Rangiora Airfield incidents for this reporting period.

4.1.7. All incidents are either closed with mitigations or currently under investigation. Key learnings have been or will be shared with teams. Reporting of all incident occurrences has been consistent with staff and incident information has been thorough. Communication with contractors and members of the public where applicable.

4.2. Implications for Community Wellbeing

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

4.3. 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 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 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 was some lost time as per reported incidents. There are no financial implications for the decisions sought by this report. Lost time is attributable to normal operations budgets.

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.

The organisation has reviewed its health and safety risk and developed an action plan. Failure to address these risks could result in incidents, accidents or other physical or psychological harm to staff or the public.

The regular review of risks is an essential part of good safety leadership.

6.3 **Health and Safety**

There are health and safety risks arising from the adoption/implementation of the recommendations in this report. Continuous improvement, monitoring, and reporting of Health and Safety activities are a key focus of the health and safety management system.

7. CONTEXT

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

The key legislation is the Health and Safety at Work Act 2015.

The Council has a number of Human Resources policies, including those related to Health and Safety at Work.

The Council has an obligation under the Local Government Act to be a good employer.

7.3. **Consistency with Community Outcomes**

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

- There is a safe environment for all.
- Harm to people from natural and man-made hazards is minimised.
- Our District has the capacity and resilience to quickly recover from natural disasters and adapt to the effects of climate change.

The Health, Safety and Wellbeing of the organisation, its employees and volunteers ensures that Community Outcomes are delivered in a manner which is legislatively compliant and culturally aligned to our organisational principles.

7.4. **Authorising Delegations**

An officer under the Health and Safety at Work Act 2015 is a person who occupies a specified position or who occupies a position that allows them to exercise a significant influence over the management of the business or undertaking. Councillors and Chief Executive are considered to be the Officers of WDC.

Appendix A

WDC Incident Reports

Date	Event Description	Incident Type	Person Type	Outcome & Response
19/06/2026	A member of the public fell by the library external steps.	Injury	Member of the Public	The member of the public received first aid for minor cuts on their hands. They expressed gratitude and left. There were no trip hazards identified.
25/06/2026	Loose Sheeting - Lineside Road Substation	Property or Vehicle Damage	Employee	Sheeting lose was hanging off the side of the building due to strong wind. Contractors were engaged to clear this up. No known hazards present.
22/06/2026	A staff member backed the generator trailer into a table, while reversing in to a storage shed.	Property or Vehicle Damage	Employee	The staff member had zero visibility due to the narrow nature of the building. Options around spotters and creating more room in the building have been discussed. Minor damage to the table was reported.
24/06/2026	A contractor used a fire hydrant to fill up their hydro truck.	Near Miss	Contractor	The contractor did not have an approved RPZ and their permit was for only filling the main not the hydro truck. The contractor has been made aware of this incident and has filed a report. Discussions with the contractor, employee and yard meeting to discuss the incident.
1/07/2026	Member of public threatened and tried to intimidate staff	Adverse Interaction	Employee	Member of public had threatening and abusive behaviour towards Water Unit staff. No reason or provocation. Person was causing public annoyance. The police were phoned, and statements were taken.
30/06/2026	A member of the public was trapped in the lift at Kaiapoi Service Centre	Near Miss	Member of the Public	There was an issue with the Kaiapoi Service Centre lift where a person became stuck between floors. The lift stopped, the lights went out, and it remained stuck with no buttons functioning. The member of the public called for help and the button was released from the outside. Investigations are underway to determine the reasoning.

29/06/2026	A contractor struck a power cable, that was supplying an irrigation pump shed while clearing weed from a drain.	Property or Vehicle Damage	Contractor	As part of work process, they had identified that the pump shed was there and had seen the marks denoting the location of the power cables. These were away from where they were going to be working. As they were cleaning the drain, they damaged an unmarked power cable in the base of the drain. The property owner apologised to the contractor as they had not got round to marking its location. It appears that the cable was not buried to the correct depth and wasn't marked. Due to the other cables being marked, the contractor expected nothing to be in the work zone. No one was harmed and Mainpower rectified the issue immediately. Currently under investigation.
6/07/2026	A staff member rolled their ankle stepping off a wet well platform on to a pipe and slipped. They rolled their left ankle while regaining balance.	Injury	Employee	Staff member has been booked in to physio. 2 hours lost time occurred and a new step has been built to avoid stepping directly on to the pipes.
13/07/2026	A staff member Injured their head on a light fitting attached to the underside of the raised gull wing door of the ute canopy.	Injury	Employee	A staff member has raised the height of the gull wing door by lifting height of bottom strut. No first aid required.

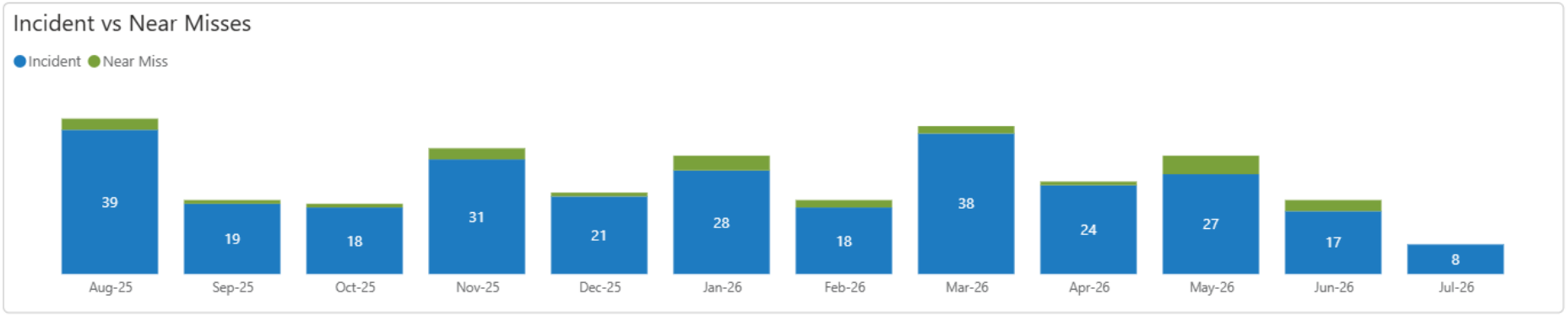
Airfield Incident Reports – No incidents reported within this period.
Aquatic Facilities staff incidents are included in this report. Public incidents are included in the graphs in Appendix B.
Flamingo Scooter Incident Reports – No incidents reported within this period.

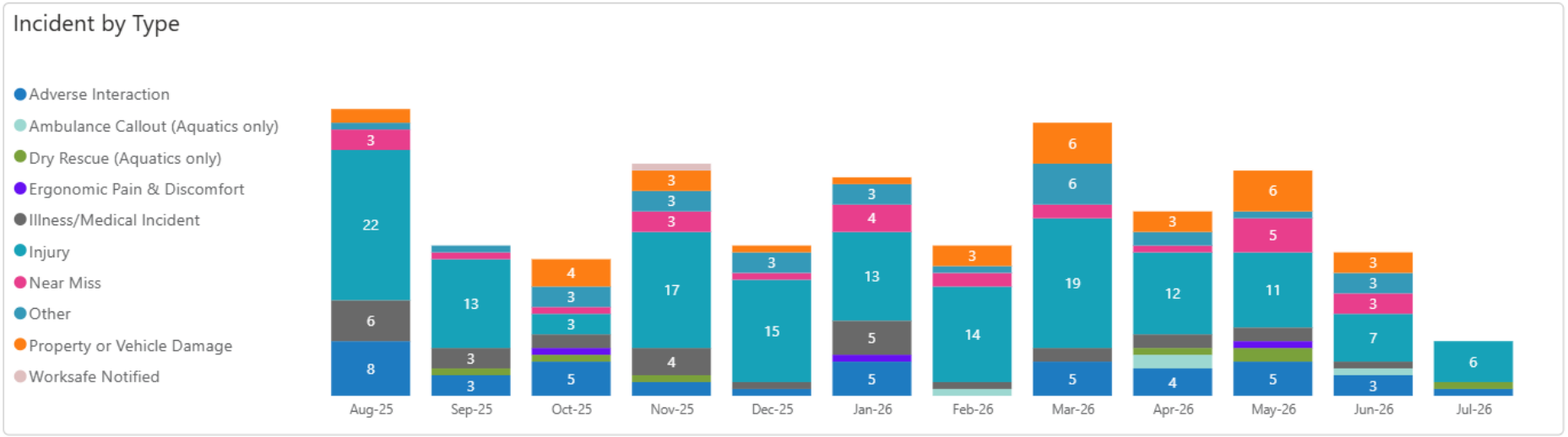
Safety Inspections (Workplace Walkarounds)	• Workplace Walkarounds completed 12 June - next due September 2026 • First Aid Kit Checks completed end June 2026 – next due September 2026
Training Delivered	• First Aid Training 1 July 2026 (23 staff) • Permit to Work Issuer & Receiver 2 & 3 July 2026 (1 WU staff) • Forklift Operator Certificate 6 July 2026 (3 WU staff) • MainPower Close Approach Assessment 7 July 2026 (1 WU staff) • Excavator Competency – digging & backfilling 13 July 2026 (1 WU staff) • Pool Lifeguard Practicing Certificate 24 June -17 July 2026 (3 aquatic staff)
Scheduled Training	• WTR Driver Licence Endorsement - postponed new date tbc 2026 (1 WU staff) • Forklift Operator Certificate 28 July 2026 (3 WU staff) • Managing Psychosocial Risk 30 July 2026 (2 staff) • First Aid Training 5 August 2026 (up to 25 staff) • Class 4 Driver Licence tbc August 2026 (1 WU Staff) • PE Pipe Welding TBC September/October 2026 (6 WU staff) • Situational Safety Training x2 workshops 4 November 2026 (up to 32 staff)

Appendix B

(All Power BI graphs in Appendix B show information recorded in the new Health and Safety Management System to date)

Data is from August 2025 – July 20th 2026, unless otherwise stated.



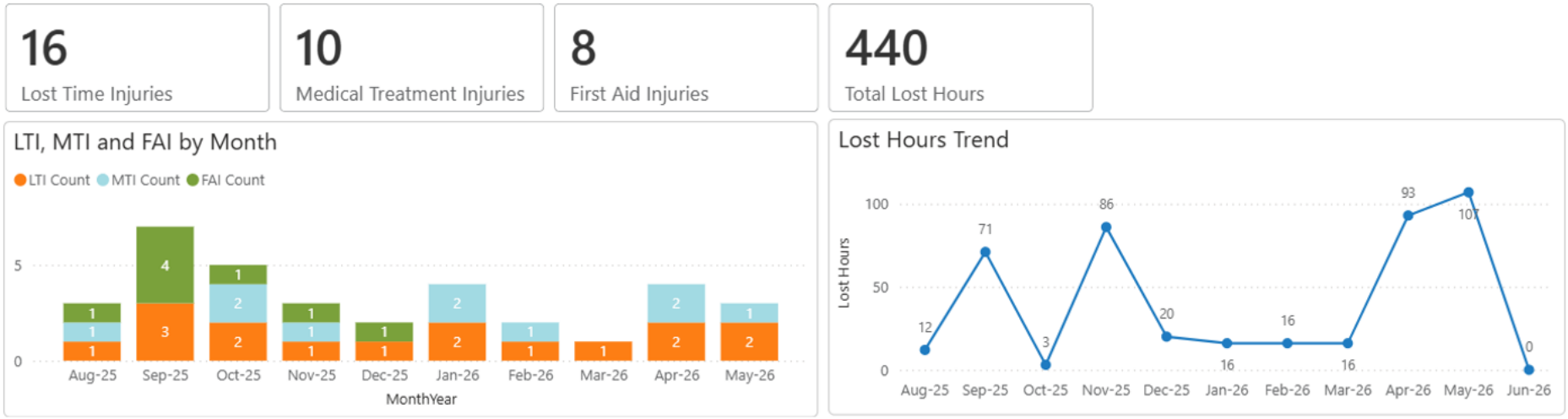


Data is from August 2025 – July 20th 2026, unless otherwise stated.

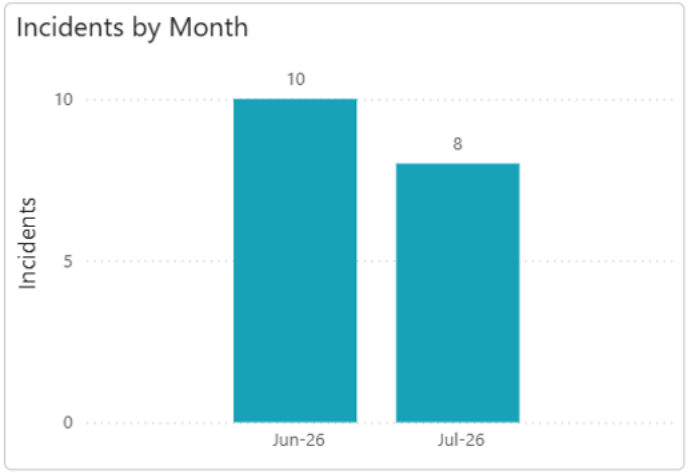
LTI – Lost Time Injuries

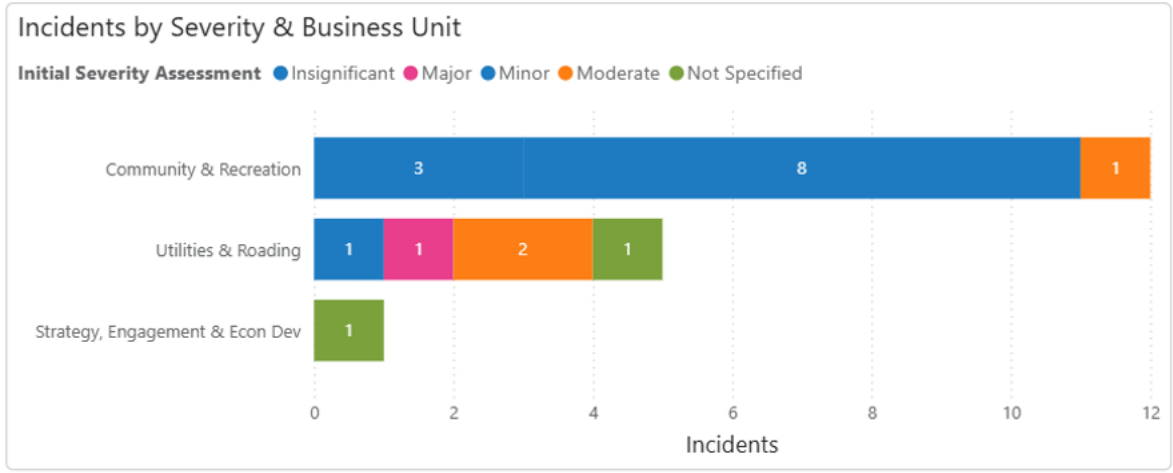
MTI – Medical Treatment Injuries

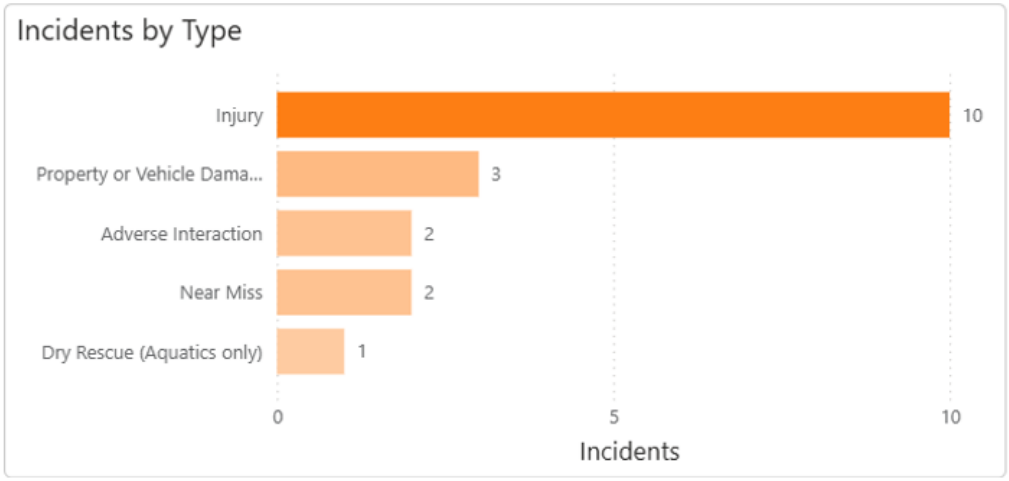
FAI – First Aid Injuries



Below data is from 19th Jun 2026 - 20th July 2026

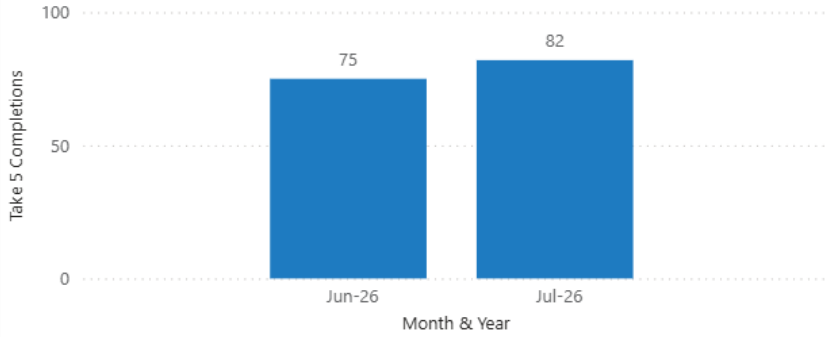




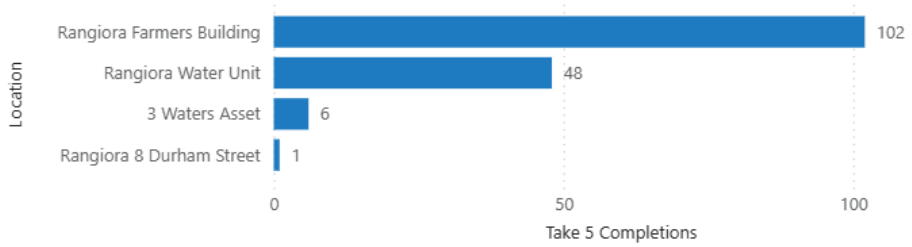


82	24.2%	100.0%	1.0
Take 5 Completed This Month	Hazards Observed (%)	Job Safe to Proceed (%)	Take5 Avg Hazards Per Submission

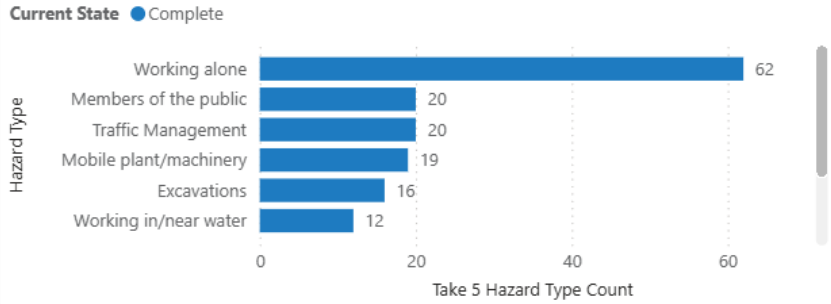
Take 5 Completions by Month



Take 5 Completions by Location



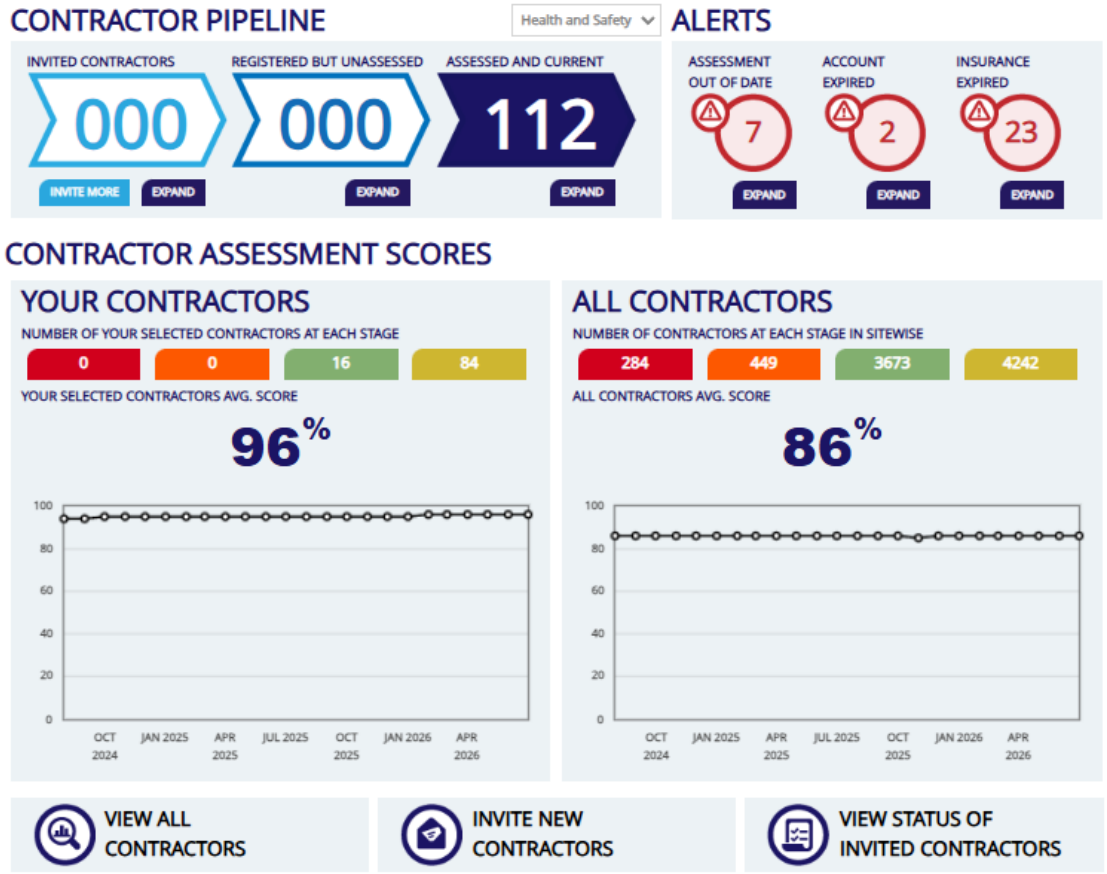
Hazards Identified by Type



Take 5 Detail by Location

Current State: Complete Location	T5 Completions	Hazard Count	**Total** **T5 Completions**	**Hazard Count**
⊟ **3 Waters Asset**	**6**	**5**	**6**	**5**
Low	5	3	**5**	**3**
Medium	1	2	**1**	**2**
⊞ **Rangiora 8 Durham Street**	**1**	**1**	**1**	**1**
⊞ **Rangiora Farmers Building**	**102**	**103**	**102**	**103**
⊞ **Rangiora Water Unit**	**48**	**48**	**48**	**48**
Total	**157**	**157**	**157**	**157**

Appendix C



Above is the current status of our preferred contractor database held within SiteWise.

Alerts are the contractors currently out of assessment date, expired and their insurance has expired. We do not engage these contractors until they are reassessed by SiteWise.

SiteWise issue reminders as well as the HS&W team once a month until they have updated them.

“YOUR CONTRACTORS” is referring to our preferred contractor list. “ALL CONTRACTORS” is referring to the full contractor list.

“INVITED CONTRACTORS “is referring to the number of new contractors we have invited and as preferred this past month. “REGISTERED BUT UNASSESSED” is referring to the contractors that have applied to Sitewise but have not submitted documentation for assessment yet.

WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF A MEETING OF THE UTILITIES AND ROADING COMMITTEE HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON TUESDAY, 9 JUNE 2026 AT 9 AM.

PRESENT:

Deputy Mayor P Redmond (Chairperson), Councillors T Bartle, T Fulton, N Mealings, and J Ward.

IN ATTENDANCE:

Councillors B Cairns, W Doody, B McLaren and S Powell (via audio/visual link).

J Millward (Chief Executive), G Cleary (General Manager Utilities and Roading), and K Rabe (Governance Advisor)

1. APOLOGIES

Moved: Deputy Mayor Redmond Seconded: Councillor Bartle

THAT the Utilities and Roading Committee:

(a) **Received** and **sustained** an apology for leave of absence from Mayor D Gordon.

CARRIED

2. CONFLICTS OF INTEREST

No conflicts of interest were declared.

3. CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the Utilities and Roading Committee held on Tuesday, 12 May 2026

Moved: Councillor Mealings Seconded: Councillor Bartle

THAT the Utilities and Roading Committee:

(a) **Confirms** the circulated Minutes of the meeting of the Utilities and Roading Committee held on 12 May 2026 as a true and accurate record, subject to changing ARI to major and removal of the phrase “had created a basin-like *bathtub effect”.*

CARRIED

3.2 Matters Arising (From Minutes)

There were no matters arising from the minutes.

4. DEPUTATION/PRESENTATIONS

Nil.

5. REPORTS

Nil.

6. PORTFOLIO UPDATES

6.1 Roading – Deputy Mayor Philip Redmond

Focus areas for staff:

- Dig-outs and pavement repairs were continuing ahead of winter, assisted by the continuing unusually dry weather.
- Crushing metal ahead of remetalling of unsealed roads was being undertaken
- Asphalt resurfacing work had been completed on Percival Street / Victoria Street and also Tram Road / Island Road.
- Designs were about to begin for 2026/27 projects.

Roading Capital Projects:

- The Kaiapoi to Pineacres Cycleway construction was continuing. The contractor was currently working at the northern end of the path near the Kaiapoi Lakes. All work was due to be completed in July 2026.
- Kerb and Channel replacement work was progressing on Akaroa Street, Kaiapoi. Work was continuing on the western side of the road.
- Kerb and Channel replacement work was nearing completion on Seddon Street, Rangiora.
- Lees Valley – the installation of the concrete ford was progressing well. The concrete base had been poured and drift decks installed. Concrete was now curing.
- Installation of the electronic school variable speed signs was well progressed. Work had also begun on installing the static signs. All new speed limits were being loaded into the National Speed Limit Register. The new signs would remain covered until the speed limits come into effect. Communication was being prepared and would be shared ahead of the speed limits coming into effect. Now in the process of confirming the activation date.
- New Zealand Transport Agency (NZTA) funding confirmed for the next phase of the Rangiora Eastern Link project.

6.2 Drainage, Stockwater and Three Waters (Drinking Water, Sewer and Stormwater) – Councillor Tim Fulton

Drinking Water

- The Domain Road Bore 3, which supplied both Oxford Urban and Oxford Rural 2, had been successfully commissioned and was now operational.
- Mandeville bore development work on Bore 3 and Bore 4 on Two Chain Road had not been as successful as anticipated in terms of yield. A report would be brought to the Utilities and Roading Committee in August to confirm next steps.

Wastewater

- Percival Street, Rangiora sewer main project was successfully completed ahead of schedule. Further on-site work was proposed for the next financial year to connect the newly installed laterals to the private sewer systems.
- The upgrade of inlet screens at Kaiapoi, Woodend, Waikuku Beach and Oxford Wastewater Treatment Plants (WWTPs) was on schedule for completion by the end of June.
- Desludging works at the Kaiapoi WWTP had commenced and were due for completion in August 2026.
- Tree removal work at the Kaiapoi WWTP had progressed well. The next step was to install a bund, which would be completed by the end of June 2026, and planting was proposed for July 2026.

- Staff were currently planning an Elected Member visit to the Kaiapoi WWTP; dates for this visit were yet to be confirmed.

Drainage / Stockwater

- Mandeville Resurgence Drainage Upgrade Stage 1A was progressing well and was due for completion by the end of June 2026; however, it may extend into July 2026. Flow and groundwater monitoring sites were proposed for installation shortly to assist with optioneering for the Stage 2 works.

6.3 **Solid Waste– Councillor Niki Mealings**

- Trialling battery disposal at Kaiapoi Service Centre in a purpose-built disposal container which has a built-in fire extinguisher. Batteries the main cause of fires in rubbish trucks.
- Larger batteries can still be taken to the transfer station at Southbrook, which also has a purpose-built battery disposal container for smaller batteries.
- Request that this information be widely circulated and advertised so residents know where and how to dispose of their batteries, including toothbrushes, watches, etc.

6.4 **Transport – Mayor Dan Gordon**

Mayor Gordon was not present to give an update on his portfolio.

7. REPORT FOR INFORMATION

7.1 **Request to Approve a Change of Intersection Controls on Heywards Road and Baynons Road**

Moved: Deputy Mayor Redmond Seconded: Councillor Mealings

THAT the Utilities and Recreation Committee:

(a) **Receives** the information in item 7.1.

CARRIED

8. QUESTIONS UNDER STANDING ORDERS

Nil.

9. URGENT GENERAL BUSINESS

Nil.

10. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

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

Moved: Deputy Mayor Redmond Seconded: Councillor Ward

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

10.1 Middlebrook Culvert Remediation Options.
10.2 Denchs Road Footpath Request.
10.3 Contract 25/91 Bridge Maintenance – Scour Remediation – Makerikeri River Scope Addition Variation Report

The general subject of each matter to be considered while the public was excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution were as follows:

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public.
REPORTS			
10.1	Middlebrook Culvert Remediation Options	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege. **LGOIMA Section 7 (2)(a), (g) and (i).**
10.2	Denchs Road Footpath Request	Good reason to withhold exists under Section 7	
10.3	Assessment of Drinking Water Services	Good reason to withhold exists under Section 7	

CARRIED

CLOSED MEETING

The Public Excluded portion of the meeting commenced at 9.23am and concluded at 10.41am.

OPEN MEETING

Moved: Deputy Mayor Redmond Seconded: Councillor Bartle

That the open meeting resumes, and the business discussed with the public excluded remains public excluded unless otherwise resolved in the individual resolutions.

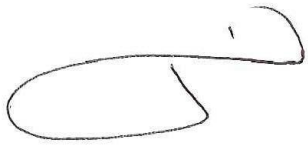
CARRIED

11. NEXT MEETING

The next meeting of the Utilities and Roading Committee was scheduled for Tuesday, 14 July 2026, at 9am in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 10.41AM.

CONFIRMED



_____
Chairperson

14 July 2026

_____
Date

Workshop
(10.41am – 11.23am)
(Trim Ref: 260615141972)

- *Water Service Transition Overview – Kalley Simpson (3 Waters Manager), Paul Christensen (Finance Manager) and Jane Eggleton (Project Planning and Quality Team Leader) 45 mins*

Briefing
(11.23am – 12 noon)
(Trim Ref: 260615142169)

- *Chlorine Free Drinking Water Station – Caroline Fahey (Water and Wastewater Asset Manager) and Kalley Simpson (3 Waters Manager) 30mins*

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, 09 JUNE 2026, AT 1PM.

PRESENT

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

IN ATTENDANCE

Councillors T Bartle, W Doody, B McLaren, S Powell and J Ward.

K LaValley (General Manager Planning, Regulation and Environment), S Hart (General Manager Strategy, Engagement and Economic Development), W Harris (Planning Manager), M Bacon (Development Planning Manager), I Carstens (Team Leader Resource Consents), G Maxwell (Business and Project Advisor), and T De Rooy (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.

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, 25 November 2025

Moved: Councillor Goldsworthy Seconded: Councillor Cairns

THAT the District Planning and Regulation Committee:

(a) **Confirms** the circulated Minutes of the meeting of the District Planning and Regulation Committee, held on 25 November 2025, as a true and accurate record.

CARRIED

3.2 Matters arising (From Minutes)

No matters arising.

3.3 **Notes of the workshop of the District Planning and Regulation Committee held on Tuesday, 25 November 2025**

Moved: Councillor Cairns Seconded: Deputy Mayor Redmond

THAT the District Planning and Regulation Committee:

(a) **Receives** the circulated notes of the workshop of the District Planning and Regulation Committee, held on 25 November 2025.

CARRIED

3.4 **Notes of the workshop of the District Planning and Regulation Committee held on Tuesday, 10 February 2026**

Moved: Councillor Fulton Seconded: Deputy Mayor Redmond

THAT the District Planning and Regulation Committee:

(a) **Receives** the circulated Notes of the workshop of the District Planning and Regulation Committee, held on 10 February 2026.

CARRIED

4. DEPUTATIONS

Nil.

5. REPORTS

Nil.

6. CORRESPONDENCE

Nil.

7. PORTFOLIO UPDATES

7.1 **District Planning** – Councillor Niki Mealings

- Woodstock Quarries Landfill - The Environment Court have issued an interim decision regarding the Woodstock Quarries Landfill case. The Court had, in principle, allowed the appeal, subject to the resolution of the outstanding matters relating to conditions. A final decision would be released by the Court in due course.
- White Rock Application – The Fast track application was declined. Further work was completed on more economic benefits and a second fast track application had been submitted. Waiting to hear if successful.
- Woodend Bypass – The fast-track process was still ongoing with compliance monitoring.

- Muscle Car Madness Consent Application - The application continued to progress, and limited notification had been undertaken. No parties within the limited notification area had requested to be heard. Staff were working with the applicant to resolve the final outstanding matters relating to track conditions.

  Councillor McLaren queried what Council consents were required, given that the activity was occurring on private property. Staff advised that a resource consent was required due to a breach of the noise rules
- West Spring Development Area - Two developments had commenced simultaneously, with a large-scale development progressing in parallel. There had been several challenges in coordinating and aligning the required services, including roading and network infrastructure
- Fast-track consenting was discussed in the context of the significant level of development activity occurring within the Waimakariri District. Staff were acknowledged for the support provided, including their explanations of the relevant processes for upcoming fast-track consent applications, such as Pegasus and potentially Whiterock Landfill. It was noted that, under the Fast-track Approvals Act 2024, economic impacts must be carefully considered, as they form a key purpose of the legislation. Staff also clarified that fast-track consenting is not simply a repackaged Resource Management Act process; rather, it operates under a distinct statutory framework with different considerations and requirements."
- Work had been undertaken on the Waimakariri District's Housing and Business Capacity Assessment, with a current review in progress and a further review required next year. The assessment indicated a surplus capacity of approximately 7,000 dwellings in the medium term and 1,800 dwellings in the long term. For commercial and industrial land, there was an identified surplus of one hectare in the medium term and 44 hectares in the long term.
- The Regional Spatial Plan, involving collaboration across ten councils, remained a work in progress.
- A Heritage Workshop had been held to consider criteria relating to how the District Plan affects the Heritage Fund, along with a briefing on several relevant consent matters.

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

- It was noted that tsunami evacuation zones would be updated by the end of the year, shifting from the traditional orange/yellow zones to a single standard blue zone. Staff were undertaking further investigation into appropriate signage for designated areas, including Line Side Road.
- Staff were investigating volunteer recruitment initiatives, noting industry-wide challenges in maintaining volunteer numbers. The team was considering opportunities to redirect marketing efforts toward younger demographics to support the next generation of Emergency Management volunteers.
- There had been an increase in parking-related complaints, and staff were managing heightened public expectations regarding the complaint process. Consideration was being given to onboarding an additional officer with relevant RMA skills to assist with these matters. An increase in parking-related abuse had also been observed, including incidents directed at enforcement staff, which resulted in a policy change requiring two parking enforcement officers to attend together.
- The Building Unit had observed an increase in imported structures across the region following recent legislative changes.
- In relation to Emergency Management, it was noted that the Building Team had 22 trained rapid building assessors across the region, placing the district among the highest-resourced areas.

Councillor Fulton queried whether, during building inspections and visits to certified buildings, staff could record information on water supply, including the source, type, and suitability for drinking, as well as whether the supply was commercial.

Councillor Goldsworthy raised the matter of secondary accommodation types, including conversions of wool sheds and other non-traditional structures into housing.

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

Councillor B Cairns highlighted the following:

- A Waimakariri Events Plan workshop had been held with key stakeholders to discuss how the Council could better support event providers. The purpose of the Events Plan was outlined as establishing a 10-year vision to encourage and sustain events within the district, identifying the wider outcomes that events could or should contribute to, and clarifying the respective roles of Council, Enterprise North Canterbury (ENC), Promotion Associations, and potentially other entities in commissioning, supporting, and delivering events.
- The ENC Business Summit had been well attended, featuring several high-quality speakers who provided both motivational and educational insights. The use of information technology was noted as particularly interesting. The event also offered valuable networking opportunities.
- Experience Oxford had undergone changes to its committee. The upcoming Winter Festival was reported to be progressing well, with a Winter Lights event scheduled to run from Saturday, 27 June to Sunday, 12 July 2026. The festival would invite participation from local residents, businesses, schools, and visitors, aligning with the Matariki theme *Matariki Herenga Waka – The Mooring Place of Canoes.* Planned activities include:
  - Kids Roller Skating at the GP Hall
  - Māori storytelling sessions
  - Matariki star gazing experiences
  - Whānau-focused community activities
  - A hāngī and kapa haka display (to be confirmed)
- Preparations were underway for the Rangiora Town Hall 100-year celebration scheduled for September 2026. The programme would include a weekend of events, guided tours, and two concerts featuring multiple entertainers.
- Rangiora High Street retailers were organising a two-week event in mid-July 2026 aimed at increasing visitor numbers to the town centre. A timeline of the event had been prepared and would soon be released to the public at large.
- A new art gallery had opened in Kaiapoi within Hansens Mall.
- An update on the Woodend–Pegasus Area Strategy was scheduled to be presented to the committee.
- The latest exhibition at Art on the Quay had opened, and it was noted that the venue continued to provide a high-quality exhibition space.
- It was noted that the recently opened and popular Fold Studio and gallery space on High Street, referenced in the previous update, was now scheduled to close.
- The Waimakariri Public Arts Trust meeting had been attended, where a deputation was received from a descendant of Thomas Pashby, requesting the creation of a sculpture to commemorate Thomas Pashby's contribution to the district.
- An author talk was delivered by Rachael King, whose work was published in the USA, UK, and New Zealand and translated into nine languages. She also spoke about her experience as a contestant on the television programme The Traitors.
- Attendance was noted at the opening of the 20 elder persons' units on Courtney Drive, Kaiapoi.
- A new business, Clay and Cotton, had opened in Rangiora, offering art and craft workshops.

- The Seven Sharp programme had recently featured the Sparks family, highlighting their museum and ongoing efforts to preserve historic buildings, including a proposal to establish an art and craft centre.
- Subway Kaiapoi was preparing to relocate to a new site next to the bookstore on the corner of Charles and Williams Streets, Kaiapoi.
- Paper Plus Kaiapoi had been rebranded as The Great Kiwi Bookstore.
- A new café, "Ristretto," had opened on Ohoka Road opposite Kaiapoi High School.
- The Bookstore had held its first event, The Book (Fight) Club, which was very well attended. Due to its popularity, further events were planned.
- Peg and Pint in Pegasus were scheduled to host a craft market on 26 July 2026.
- A Matariki event in Kaiapoi was being organised by Karl Howarth. The Kaiapoi Lights event was scheduled to run from Wednesday, 8 July to Saturday, 11 July 2026, featuring a dedicated Matariki Light Path along the Kaiapoi River at Cochrane Park. The programme would include:
  - lighting displays,
  - projections,
  - performances,
  - educational material on Matariki and the historical significance of Kaiapoi.

  The event would operate from 5.00 pm to 7.00 pm each evening, with an extended closing time of 8.00 pm on the Friday. On Friday evening, attendees could walk to the Matariki Kaiapoi celebration at Norman Kirk Park to view the fireworks display at 7.00pm.
- Matariki Kaiapoi was scheduled to take place from 6.00 am on Friday, 10 July 2026, through to 11.00 am on Saturday, 11 July 2026 at 10 Day Place, Kaiapoi. The event would include Kapa Haka performances, live music, market stalls, kai (food), fairground activities, and educational experiences focused on Māori traditions and the significance of Matariki. The event was intended to bring the community together to reflect on the past year, celebrate the present, and plan for the year ahead.

Councillor Bartle queried the attendance numbers for the Matariki event held two years prior, asking whether there was a target or challenge for this year's event. Councillor Cairns advised that attendance at the last Matariki event was estimated at between 10,000 and 15,000 people.

7.4 **Mixed Use and Business and Kaiapoi Development** – Councillor Tim Bartle

Councillor Bartle advised that there was nothing further to report and confirmed that the information provided was up to date.

8. REPORT REFERRED FROM THE KAIAPOI-TUAHIWI COMMUNITY BOARD

8.1 Request to Consult on Proposed Parking Restrictions at 42 Silverstream Boulevard – N Puthupparambil (Transportation Engineer) and S Binder (Senior Transportation Engineer)

S Binder spoke to the report and advised that one minor point had arisen from discussions with the Community Board. The original request had been expanded to include two 15-minute car parks, and consideration was also being given to time-restricting the entire Boulevard to discourage staff parking.

Councillor Mealings queried the nature of the issue, noting that there was adequate parking available around the corner on Mitchell Lane near the substation. S Binder advised that a P120 restriction was the recommended length. It was suggested that a P180 option also be included for consultation to support the needs of nearby businesses. He also confirmed site operations for the initial request were completed, and across a number of days conducted parking observations which showed 50% occupancy.

Deputy Mayor Redmond noted that the recommendation did not reflect the earlier understanding that a wider consultation would be undertaken. It was confirmed that the consultation would include the entire area, ensuring all retailers had the opportunity to provide feedback. The matter was discussed in detail.

Councillor Mealings sought further clarification on the parking issues, specifically regarding the car parks serving the shops rather than on-street parking. Councillor Bartle asked for further clarification on the main Boulevard, not the side-street parking outside the coffee shop, and noted that without restrictions, all-day parking could still occur in that area. S Binder clarified that the proposal applied to the front, Boulevard-facing side. It was confirmed that the opposite side of the street would remain unrestricted.

S Binder clarified 37 car parks were being considered, with only two proposed for 15-minute parking. It was explained that the proposal related to the needs of the affected businesses, such as restaurants, takeaways, and the dairy. S Binder advised that consultation would be undertaken on four options:

- to leave as is
- to leave as is and add 15 minute carparks x2
- restrict all carparks to east side of the road to P120
- restrict all carparks to east side of the road to P180

Councillor Mealings asked whether any prior discussions had taken place with business owners before the report was prepared, and whether the intention was to undertake public consultation or to engage only with the affected businesses. It was suggested that staff seek approval to consult directly with business owners to gather their views on potential parking restrictions. S Binder advised that the consultation would focus specifically on the 37 car parks located directly in front of the shops.

Councillor Doody queried whether there was sufficient alternative parking available in the area. Councillor Fulton sought clarification regarding the proposed time restrictions, referencing P180 and P120 options, and whether these would apply uniformly or as a blend (e.g., five P120 spaces). Further discussion took place, and it was agreed that the matter would proceed to consultation.

The outcome was to proceed with consultation. Councillor Mealings indicated support for the recommendation and formally proposed it.

Moved: Deputy Mayor Redmond Seconded: Councillor Cairns

THAT the District Planning and Regulation Committee:

(a) **Approves** consultation being undertaken on a possible change to parking time restrictions of two parking spaces in front of the dairy at no. 42 Silverstream Boulevard has 15 minutes of parking.

(b) **Notes** that a further report would be brought back to the Community Board with the outcome of the consultation process, and to allow further decision-making on this matter.

CARRIED

Councillor Cairns supported the consultation being undertaken, including consultation with the affected businesses.

Deputy Mayor Redmond also supported the motion.

9. QUESTIONS UNDER STANDING ORDERS

Nil.

10. URGENT GENERAL BUSINESS

Nil.

11. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

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

Moved: Councillor Fulton Seconded: Councillor Cairns

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

11.1 Briefing Notes of 25 November 2025.
11.2 Briefing Notes of 10 February 2026.

The general subject of each matter to be considered while the public was excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution were as follows:

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public.
CONFIRMATION OF MINUTES			
11.1	Briefing Notes of 25 November 2025	Good reason to withhold exists under section 7	To maintain legal professional privilege. **LGOIMA Section 7 (2)(g).**
11.2	Briefing Notes of 10 February 2026.	Good reason to withhold exists under section 7	To maintain legal professional privilege. **LGOIMA Section 7 (2)(g).**

CARRIED

12. NEXT MEETING

The next meeting of the District Planning and Regulation Committee would be held on 14 July 2026 at 1pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 1.46 PM.

CONFIRMED



_____
Councillor N Mealings

14 July 2026
_____
Date

Workshop

- *Woodend Pegasus Area Strategy Review – Update and Draft Directions – H Downie (Strategy and Centres Team Leader) and Andrew Willis (Contract Planner)*
- *The Heritage Fund – G Maxwell (Business and Project Advisor) and I Carstens (Team Leader Resource Consents)*

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE OXFORD TOWN HALL, MAIN STREET, OXFORD, ON WEDNESDAY, 3 JUNE 2026, AT 6.30PM.

PRESENT

S Barkle (Chairperson), T Robson (Deputy Chairperson), M Brown, T Fulton, W Godfrey, R Harpur, N Mealings and P Merrifield.

IN ATTENDANCE

G Cleary (General Manager Utilities and Roading), J McBride (Roading and Transport Manager), B Dollery (Biodiversity Team Leader), S Binder (Senior Engineering Advisor), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

1. APOLOGIES

There were no apologies.

2. PUBLIC FORUM

There were no members of the public present for the public forum.

3. CONFLICTS OF INTEREST

Item 7.3 – M Brown declared a conflict.

4. CONFIRMATION OF MINUTES

4.1. Minutes of the Oxford-Ohoka Community Board – 6 May 2026

Moved: M Brown Seconded: T Robson

THAT the Oxford-Ohoka Community Board:

(a) **Confirms,** as a true and accurate record, the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 6 May 2026.

CARRIED

4.2. Matters Arising (From Minutes)

There were no matters arising.

5. DEPUTATIONS AND PRESENTATIONS

Nil.

6. ADJOURNED BUSINESS

Nil.

7. REPORTS

Item 7.2 "Mandeville Cemetery (Bradleys Road) Enhancement Plan" was taken at this time. The agenda order was retained in the Minutes to mitigate confusion.

7.1. **Proposed Roading Capital Works Programme for 2026 / 27 and Indicative Three-year Programme** – K Straw (Civil Projects Team Leader) and J McBride (Roading and Transport Manager)

J McBride presented the proposed Roading Capital Works Programme for the 2026/27 financial year and the indicative three-year programme. She advised that the programme had been developed to cover areas with general budget allocations and included projects such as Kerb and Channel and Footpath Renewals, which were largely driven by condition. Staff had carried out a three-yearly condition rating of kerbs, channels, and footpaths. J McBride noted that this work related to renewals, undertaken when the condition of an entire footpath was assessed as poor or very poor. She also advised that maintenance was funded through a different stream and that large projects were excluded as they were funded separately.

M Brown noted that the splitter islands at the Tram Road/Earlys Road intersection had been damaged twice. He asked whether the maintenance was funded from this budget. J McBride advised that it was funded from a different budget, but she would check with the design team to ensure the islands were operating as intended.

N Mealings questioned the item listed under Walking and Cycling Projects relating to the Oxford town centre. J McBride explained that this referred to tactile ground-surface indicators that assisted people with vision impairments at crossing points. She noted that several in Oxford were quite old and that there had been an incident involving someone slipping, so staff intended to replace them all.

N Mealings then asked whether the high-risk intersection treatments were the low-cost, low-risk improvements. J McBride confirmed that they generally involved widening, a wider centre line, the installation of bollards at the approach to the intersection, and the reinforcement of the intersection with signage on approach.

T Robson enquired whether, when the Council undertook the replacement of the tactiles, they would be replaced with tactile pavers or with the plugs that were currently in use. J McBride noted that, over time, the Council had used both options but tended to use concrete pavers because the dots and strips inserted into asphalt often popped out and did not last.

Moved: M Brown Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

(a) **Receives** Report No. 260508111821.

(b) **Endorses** the 2026/27 DRAFT Proposed Roading Capital Works Programme (Trim: 260508111836).

(c) **Endorses** the indicative Roading Capital Works Programme for the 2027/28, 2028/29 and 2029/30 years.

(d) **Notes** that any feedback on the programme included with this report will be taken by staff at the Board meeting and incorporated into the final report, which is proposed to be taken to the Utilities and Roading Committee in July 2026 for approval.

CARRIED

The meeting adjourned for a workshop on speed limits from 7:24pm to 8:30pm.

7.2. **Mandeville Cemetery (Bradleys Road) Enhancement Plan** – B Dollery (Biodiversity Team Leader)

B Dollery spoke to the report, noting that it sought approval for the proposed enhancements to the Mandeville Cemetery. She advised that while some graves were visible; however, there might also be unmarked graves, and the graves were not fenced. The area was leased, and the lessee maintained the site. B Dollery explained that the lessee, along with some local residents, had approached the Council to ask whether any enhancements could be made to the reserve to better enable the community to enjoy it, noting that the area was already used by residents.

B Dollery further noted that a drain ran through the site, providing some biodiversity interest, and that the area also contained pine trees that would need to be harvested at some point. The Council conducted surveys and found no lizards on the site. The Council had therefore developed an Enhancement Plan to support biodiversity, particularly lizards, invertebrates, birds, the stream environment, and native planting.

B Dollery advised that the Council wished to install signage that reflected the site's history, acknowledged and respected the graves, and created a place where people could reflect and connect with nature. She provided an overview of the enhancement plan. The funding for the project had been allocated through the Waimakariri Natural Environment Strategy and would be staged over three years.

S Barkle asked when the pine tree survey had been undertaken and, if any of the trees required removal. If the trees were to be removed and mulched, she suggested that the mulch should be left on site for planting. B Dollery confirmed that this was a possibility.

S Barkle further noted that there was a dedicated group of local volunteers who enjoyed undertaking planting in the area. She added that a local nursery had expressed interest in providing plants, presenting an opportunity to work collaboratively with the community on the project. S Barkle also proposed involving the local school in planting activities. B Dollery noted that she could contact the school regarding their potential involvement, noting that the site would benefit from local engagement given the existing community interest.

S Barkle then enquired whether there was a way to connect the area to the pine tree reserve. B Dollery noted that this was potentially feasible, but staff would need to investigate further.

W Godfrey sought clarity on the stock exclusion and fencing. B Dollery explained that these considerations would be worked through with the lessee, who was supportive of retaining the fencing and had been very helpful in offering ideas for the area. She noted that the lessee was highly supportive of efforts to tidy and enhance the site.

R Harpur asked whether there was road access to the site. B Dollery advised that there was currently a gate entrance off Bradleys Road. She noted that one community member had expressed concern that, if the reserve were enhanced, increased visitor numbers might reduce the sense of seclusion currently enjoyed in the area.

R Harpur further questioned what made the site particularly suitable for lizards. B Dollery clarified that the Council was aware that its projects might require areas that could be enhanced specifically for lizard habitat. She noted that the site was well-suited because there were currently no lizards present, allowing staff to manipulate and enhance the environment so that lizards from surrounding areas could move in and expand their population.

T Fulton enquired whether the reserve would be described as a dry-land park, and B Dollery noted that the soils were quite bony.

T Fulton sought clarification on the offset requirements of the Department of Conservation (DoC), asking whether this meant that, where a project potentially affected lizard habitat, the project could still proceed provided DoC required that lizards were established elsewhere. B Dollery explained that DoC considered applications on a case-by-case basis. She noted that, ideally, lizards would be retained on site with habitat enhancement, but a common requirement was that any removal be offset at a 1.5-fold ratio.

N Mealings asked, questioned when DoC determined that lizards were present and required relocation, who was responsible for funding the relocation. B Dollery advised that the report focused on Council projects. She explained that if, for example, Greenspace proposed to construct a tennis court in an area containing lizard habitat, the lizards would be relocated within the site, and funding for habitat enhancement would come from that project. It was the project proponent's responsibility to fund the necessary enhancement work.

Moved: W Godfrey Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

(a) **Receives** Report No. 260412093988.

(b) **Approves** the Draft Mandeville Cemetery Enhancement Plan (Trim: 260215026682).

(c) **Notes** $21,128 from the Waimakariri Natural Environment Strategy implementation funds to undertake enhancements.

(d) **Notes** that the enhancement plan contains the development of lizard habitat. This will not be created until required, but is identified as an important area that will deliver biodiversity benefits in the future.

(e) **Notes** that marked and unmarked graves will be identified using ground penetrating radar (a non-invasive method) and marked using signage and, where appropriate, the use of wildflower plantings.

(f) **Notes** that further surveys may alter the enhancement plan, with the potential of some pine trees removed (due to health and safety reasons), and some adjustments to the location of plantings should unmarked graves be discovered in those areas.

(g) **Notes** staff to contact Swannanoa School and residents to be involved in the project.

CARRIED

7.3. **West Eyreton Pit Enhancement Plan** – B Dollery (Biodiversity Team Leader)

B Dollery spoke to the report, noting that the idea had first arisen a few years earlier, when Board Members approached staff to investigate opportunities to enhance the area for biodiversity and to address potential safety concerns if the pit filled with water. Surveys were undertaken by the Council, and an Enhancement Plan was compiled for the area, including riparian low-stature and flexible planting around the pit and perimeter. The area was classed as a Hazardous and Industries List (HAIL) site due to the extraction that occurred and the subsequent granting of the site for hardfill use. Contamination surveys carried out by Environment Canterbury indicated that the area was unlikely to be contaminated. However, because the site was classified as a HAIL site, the Council took a precautionary approach and followed all required procedures to ensure their safety. This meant the project would likely not be open to community planting days, although there could be opportunities for community involvement in other ways.

S Barkle questioned the HAIL classification, noting that surveys had been carried out and found no evidence of levels above baseline. She commented that it would be unfortunate if the community were unable to be involved. S Barkle asked whether, given the testing already completed, the HAIL status could potentially be removed. B Dollery advised that removal was possible but would require an additional process. She noted that the Council believed the community could still be involved in alternative ways.

M Brown noted that sheep were currently grazed on the site and asked whether they could remain if the area were planted, or whether they would need to be moved. B Dollery explained that if the Council planted palatable species, the sheep would eat them, but without sheep, there could be challenges managing grass growth. She noted that the Council could potentially install plant protection, similar to what had been discussed for Mandeville.

M Brown expressed a preference not to delay the project while attempting to have the HAIL status removed. He supported progressing with the project and suggested that the school could be involved in mulching or ongoing care. He also wondered whether a better name could be found than “West Eyreton Pit.”

T Robson noted that recent work had been undertaken on the well, which would have disturbed the ground. He asked whether this meant the Council’s water unit had completed soil testing. B Dollery advised that the testing did not cover the entire site; no contamination had been found in the area closest to the road. She noted that a substantial survey would be required in order to lift the HAIL classification.

Moved: M Brown Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

(a) **Receives** Report No. 260429105559.

(b) **Approves** the Draft West Eyreton Pit Enhancement Plan (Trim: 240316041296).

(c) **Notes** that funding of $13,620 is required for the enhancements as allocated from Waimakariri Natural Environment Strategy (signage fund, PJ 102472.000.5223, $5,000/pa; reserve natural values fund, PJ 102465.280.2543, $15,000/pa) funding with potential for use of the General Landscaping Budget.

(d) **Notes** that it is likely that community planting days will be permitted during enhancements with community undertaking activities that do not involve direct contact with the soil.

CARRIED

M Brown expressed a preference not to delay the project while attempting to have the HAIL status removed. He supported progressing with the project and suggested that the school could be involved in mulching or ongoing care. He also wondered whether a better name could be found than “West Eyreton Pit.”

T Fulton commended M Brown for his long-time advocacy of the project.

N Mealings noted that the matter had been discussed over three terms, and it was exciting to finally see progress.

Item 7.1 “Proposed Roading Capital Works Programme for 2026/27 and Indicative Three-year Programme” was taken at this time. The agenda order was retained in the Minutes to mitigate confusion.

8. CORRESPONDENCE

Nil.

9. CHAIRPERSON'S REPORT

9.1. Chairperson's Report for May 2026

- Presented submission to the Annual Plan on behalf of the Board.
- Local Government New Zealand Zoom meeting on Headstart:
  - It was noted that all Councils would continue with their Long Term Plans and related processes, as these were required regardless of any future governance arrangements.
  - In response to questions about timing, it was noted that some Councils were ready to proceed now, and the process allowed them to do so. This implied that other Councils were not required to progress immediately if they were not ready. It was observed that the messaging on this point varied by source.
  - It was noted that the dates had been changed so that any amalgamation would occur at the time of the next local government elections.
  - Territorial boundaries were discussed, with advice that boundary changes could be considered as part of any proposals.
  - It was noted that at least two Territorial Local Authorities were required to submit a proposal. The Regional Council did not support making such a proposal itself, but did support involvement through a mayoral forum.
  - It was commented that the message from the Central Government was effectively "reform, or it will be done for you." Ministers were expected to reconsider the backstop design, with the possibility of appointing Crown commissioners rather than a board of mayors. It was emphasised that change was coming regardless—whether through the three-month process or afterwards, a backstop mechanism would still apply.
  - It was noted that the Local Water Done Well framework had resulted in different water service delivery approaches across Councils, with some operating in-house models and others using external arrangements. Questions were raised about how this would function if Councils were to join together. It was advised that these arrangements could be changed over time, allowing new owners to be added as more Councils joined. There was flexibility to align approaches if required. However, it was acknowledged that Selwyn operated an external model while Christchurch operated an internal one, and that the significant differences in approach—and the strong views attached to them—could make agreement challenging. It was also noted that participation in Headstart did not require Councils to adopt the Local Water Done Well model.
  - It was noted that Councils choosing not to participate in Headstart would still be required to make final decisions by May 2027.
  - Headstart was described as an option for Councils that were ready to join early. For those not yet ready, the backstop process might provide a mechanism for working together and resolving uncertainties.
  - In response to questions about whether this work would continue under a change of government, it was noted that the intent was for the programme to continue, although the approach might differ depending on the political makeup. There appeared to be general bipartisan support for progressing reform.

- It was noted that proposals would need to demonstrate economies of scale. Questions were raised about what would happen if a proposal was assessed as uneconomical—for example, in cases such as the three West Coast Councils, which were all under-resourced. It was advised that such proposals might still be accepted if there were strong reasons in other aspects of the submission.
- When asked whether funding would be provided to support the development of a Headstart proposal, it was advised that no funding would be made available, as the process was voluntary.
- Councils expressed concern that they were not bringing their communities along with them, and that a three-month timeframe was not sufficient to make well-considered decisions.
- It was noted that although participation was voluntary, Councils that did not opt in could still have changes imposed on them through the backstop process.
- It was advised that every territorial authority would ultimately be part of a unitary authority. Headstart would prioritise these arrangements, while the backstop process would not necessarily require them. By 2028, Councils might or might not be directed to become unitary authorities. The Government saw significant value in the model but was also considering general efficiencies; if these could be demonstrated, they would also be considered.
- In response to questions about the future of Community Boards, it was noted that there was no clear indication of the Government's position. Their continuation would form part of any proposal and would be for Councils to determine.
- It was confirmed that under the backstop process, Councils could be required to amalgamate even if not ready or not supportive. For example, if one Council opposed amalgamation but two supported it, the proposal would still be assessed on the basis of majority support, including population-based majority.

- Attended the All Boards Session.
- The Ohoka Residents Association Meeting was held, and the Committee was officially sworn in. The meeting included a discussion of the Ohoka development, including the application currently in the fast-track process and the application before the Environment Court. The Association also discussed Gatekeepers Lodge joining the Ohoka Residents Association, enabling the group to operate with registered society status and therefore hold a bank account for fundraising and related activities.
- There was increasing interest along Two Chain Road, between Tram Road and North Eyre Road, which lay outside the bus zone. Many children were biking to school or riding ponies along this route, and encouraging this activity would be beneficial. However, there was a concern that motorists did not slow down on the road, which the Board had previously discussed as a potential location for a path to support safe movement. It was noted that the road carried significant truck traffic, raising safety concerns for children. There had been discussion about approaching local contractors to explore whether costs could be reduced, and whether volunteers and community fundraising could help support the construction of a path. It was also suggested to investigate signage to alert drivers to school children using the road.

  J McBride noted that several rural schools faced similar issues. She advised that the current Government had provided no funding for walking and cycling initiatives. The only available funding came from the Council's limited minor safety budget. For similar requests, staff had encouraged communities to work together to help provide facilities, and she noted that the Council had supported such community-led initiatives in the past.

Moved: M Brown Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

(a) **Receives** the verbal report from the Oxford-Ohoka Community Board Chairperson.

CARRIED

10. MATTERS FOR INFORMATION

10.1. Woodend-Sefton Community Board Meeting Minutes 11 May 2026.
10.2. Rangiora-Ashley Community Board Meeting Minutes 13 May 2026.
10.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 18 May 2026.
10.4. Health, Safety and Wellbeing Report 17 Match to 21 April 2026 – Report to Council Meeting 5 May 2026 – Circulates to all Boards.
10.5. Zone Implementation Programme Addendum (ZIPA) Budget Reallocation in 2025/26 – Report to Utilities and Roading Committee Meeting 12 May 2026 – Circulates to all Boards.
10.6. Draft Annual Plan 2026-2027 Special Consultative Procedure – Report to Council Meeting 26 May 2026 – Circulates to all Boards.
10.7. Drainage – Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.
10.8. Water Supply - Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.
10.9. Wastewater – Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.
10.10. Staff Submission to the Annual Plan 2026/27 – Roading Budgets – Report to Council Meeting 26 May 2026 – Circulates to all Boards.
10.11. Solid Waste– Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.
10.12. Rangiora Airfield Governance Review 2026 – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

Moved: S Barkle Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

(a) **Receives** the information in Items 10.1 to 10.12.

CARRIED

11. MEMBERS' INFORMATION EXCHANGE

W Godfrey

- A site meeting was held at the Ohoka Domain, where preparations were underway for the installation of the new shed.
- A site visit was also undertaken to review the Ohoka Stream planting proposal. Suggested improvements included creating a link to Silverstream Reserve via two potential crossing points: one at the Skewbridge Road end and another at the Ohoka Road swing bridge.

T Robson

- A public workshop on the pump track was held on 17 June at 7.00pm.
- The dirt bike track had been completed, and the Trust indicated that they wished to undertake further work over the summer to expand and improve the facility.

T Fulton

- The first meeting of the Burnt Hill Storage Liaison Group was held, and members undertook a site visit. It was noted that the Group was currently working through procedural matters, which were slowing progress.
- A resident approached T Fulton expressing interest in the development of a bike track between Burnt Hill Road and the West Oxford Reserve. The resident was described as an enthusiastic supporter of bike track initiatives.
- Regarding the Wolffs Road Bridge project, the Group was seeking independent assistance to obtain an estimated project cost. This information would support the Group in preparing for a future bid process. The Group considered an independent assessment necessary before engaging engineering and design professionals and before approaching potential high-value funders. They were also seeking to engage a professional marketing and fundraising specialist to support the project.

M Brown

- The Oxford Medical Centre would begin interviewing project managers in the coming weeks. The target completion date for the project was 31 December 2028.

R Harpur

- The Waimakariri Access Group Meeting was held, during which the Group visited the Mandeville Sports Centre to assess accessibility across the facility. They identified several areas of concern and intended to write to the Board to outline these issues.
- It was noted that there continued to be confusion regarding the name “Mandeville.”

  G Cleary advised that this issue had arisen in several areas across the Waimakariri District. Land Information New Zealand was undertaking a national naming initiative, and due to this wider process, it was not intended to pursue any local naming changes at this stage.
- attended the All Boards Session.

P Merrifield

- The Oxford Museum container was in place and should be painted soon.

N Mealings

- The Annual Plan Submissions Hearing was held, with a range of local organisations and community groups presenting to the Council.
- Received a phone call from an Eyrewell Forest resident seeking guidance on how best to manage trees located on a paper road adjoining their property.
- The Arohatia te Awa Meeting was held. It was noted that the Ohoka Stream Esplanade planting event was scheduled for 21 June from 10.00am to 12.00pm, coordinated through the Waimakariri Biodiversity Trust.
- The Solid and Hazardous Waste Working Party Meeting took place. The Group discussed potential improvements being assessed for the Oxford Transfer Station. The potential location of the rural recycling facility would be consulted on as part of the Waste Management and Minimisation Plan consultation process, with outcomes to be incorporated into the draft Long Term Plan for final consideration.
- A site visit was undertaken to Ohoka School to meet with concerned parents and the principal, accompanied by the Roading Manager and Road Safety Coordinator. The group discussed safety concerns for children biking or walking to school from Threlkelds Road and Mill Road, east of the school. Staff advised of upcoming changes to school zone speed limits and new signage near the school, which should improve safety. While there was a desire for a separate pathway along these roads, it was acknowledged that no funding was available for such a project. Residents raised the idea of community involvement. As Mill Road followed an old railway corridor, it was suggested that the Council could consider linking this initiative with other district rail trail projects and potentially support the formation

of an incorporated society or similar group to progress the desired outcomes locally and in other comparable areas.

- Attended the All Boards Session.
- At the Mandeville Sports Club Meeting, it was noted that the new Groundsman, Dan B, had been appointed and was undergoing induction. The Club expressed appreciation to John H and Sam S-B for covering duties during the recruitment period. Dog-related issues were raised, including interactions with nearby residents and professional dog walkers, as well as the need to ensure that people clean up after their animals.
- The Ohoka Residents Association Meeting was held; however, attendance was not possible due to a scheduling clash. Queries from the committee were answered in advance, and a request was made to include Gatekeepers Lodge on the agenda for discussion.
- 2026/27 Annual Plan Deliberations were undertaken. The projected average rates increase in the draft Annual Plan was 4.91%. After considering submissions and inflationary cost pressures, the increase could have reached 5.07%, but staff refined expenditure—such as relocating i-Sites into libraries from their current external locations—resulting in a final average increase of 4.97%. This positioned Waimakariri among the lowest in New Zealand, particularly given that the Council's rates figures included three-waters costs, whereas other Councils reported these separately.
- The Waimakariri Youth Council Meeting was held. A motivated group of new youth councillors were settling in well. They were keen to assist with the Ohoka Esplanade planting day and were planning a proposed river clean-up for mid-June or July 2026. They were also organising a youth disco night for school-aged youth across the district in July. Support was provided to arrange a field trip to Kate Valley for the Environment Committee during the school holidays, which was expected to provide valuable insights.
- The Rating Review Working Party Meeting was held, with the Group examining how the Council currently rated water services, which was done on a scheme-by-scheme basis. A range of options would be analysed to determine whether alternative approaches might be more fit for purpose than the status quo.
- A resident from Ohoka made contact after experiencing a cycling accident and sought advice on the appropriate Council channels to raise the matter with.
- A local resident enquired whether the Council had any plans for a separated cycle path from Mandeville to the motorway and also requested an update on the proposed Tram/Bradleys/McHughs Road roundabout.
- A Mandeville resident raised a query regarding the proposed Tram/Bradleys/McHughs Road roundabout, noting that the safety action plan on the Council's website was out of date (2022–2023). The resident also raised concerns about a dangerous intersection and speeding outside Kaiapoi High School and sought guidance on the most appropriate point of contact for these issues.

12. CONSULTATION PROJECTS

12.1. Stock Movement Bylaw 2026

https://letstalk.waimakariri.govt.nz/stock-movement-bylaw-2026

Consultation closed Friday, 12 June 2026.

The Board noted the consultation project.

13. BOARD FUNDING UPDATE

13.1. **Board Discretionary Grant**

Balance as at 31 May 2026: $2,984.

13.2. **General Landscaping Fund**

Balance as at 31 May 2026: $6,000.

The Board noted the funding update.

14. MEDIA ITEMS

Consultation on headstart.

15. QUESTIONS UNDER STANDING ORDERS

Nil.

16. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

17. NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board was scheduled for 6.30pm, Wednesday, 8 July 2026, at the Oxford Town Hall.

Workshops 9:13pm to 9:22pm

- *Speed Limits – Shane Binder (Senior Transportation Engineer) 30mins*
- *Discretionary Grant Funding Criteria Review – Kay Rabe (Governance Advisor) 10mins*
- *Members Forum*

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 9:22PM.

CONFIRMED



_____
Chairperson

8 July 2026

_____
Date

MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 8 JUNE 2026 AT 5.30PM.

PRESENT

M Paterson (Chairperson), B Cairns, M Potter, S Powell and P Stone.

IN ATTENDANCE

T Bartle and P Redmond (Kaiapoi-Woodend Ward Councillors).

K LaValley (General Manager Planning, Regulation and Environment), K Straw (Civil Projects Team Leader), H Downie (Strategy and Centres Team Leader), S Binder (Senior Engineering Advisor), A Willis (Contract Planner), T Künkel (Governance Team Leader) and C Fowler-Jenkins (Governance Support Officer).

There were two members of the public present.

1. APOLOGIES

Moved: S Powell Seconded: M Potter

THAT the Woodend-Sefton Community Board:

(a) **Receives** and sustains apologies for leave of absence from A Thompson and J McLachlan.

CARRIED

2. CONFLICTS OF INTEREST

Item 6.4 - M Potter declared a conflict as he was currently a member of the Pegasus Residents Group Inc Committee.

3. CONFIRMATION MINUTES

3.1 Minutes of the Woodend-Sefton Community Board Meeting – 13 April 2026

Moved: M Potter Seconded: P Stone

THAT the Woodend-Sefton Community Board:

(a) **Confirms**, as a true and accurate record, the circulated Minutes of the Woodend-Sefton Community Board meeting held on 13 April 2026.

CARRIED

3.2 Minutes of the Woodend-Sefton Community Board Meeting – 11 May 2026

Moved: B Cairns Seconded: P Stone

THAT the Woodend-Sefton Community Board:

(a) **Confirms**, as a true and accurate record, the circulated Minutes of the Woodend-Sefton Community Board meeting held on 11 May 2026.

CARRIED

3.3 **Matters Arising (from minutes)**

There were no matters arising.

4. DEPUTATIONS AND PRESENTATIONS

Nil.

5. ADJOURNED BUSINESS

Nil.

6. REPORTS

6.1 **Request for "Keep Clear" Marking Outside No. 71 Main North Road** – S Binder (Senior Transportation Engineer) and J McBride (Roading and Transport Manager)

S Binder took the report as read.

M Paterson asked whether consultation had been undertaken with the neighbouring site. S Binder advised that he had not spoken with them specifically regarding this request, although he had previously engaged with the coffee shop on the south side.

M Paterson expressed a concern that the Council had not liaised with the owner of Canterbury Honda, who also owned the coffee shop building. He questioned whether the Council would need to undertake any further work to institute a "Keep Clear" marking on the roadside in front of 71 Main North Road. He noted that "Keep Clear" markings had already been painted outside 71 Main North Road. S Binder noted the request was prompted by unilateral action taken by the business owner. However, the Council had declined to take further action until it had received feedback from the Board. If the Board did not approve the keep-clear restriction, the Council would direct the business owner to remove the existing parking restriction. S Binder further commented that this particular location had a long history, including reference in a 2015 memo and previous Council discussions. Staff had not undertaken an exhaustive review of other businesses along the frontage but did not expect that the same approach would necessarily apply in other cases.

In addition, M Paterson enquired who owned the strip of land in front of 71 Main North Road. S Binder advised that it was owned by the New Zealand Transport Agency, but that the Council was likely to assume ownership once the State Highway was revoked. It was anticipated that the Council would acquire all Main North Road within the next three to five years. He further noted that, as part of the Woodend Pegasus Strategy Review, work was underway to develop a broader vision for the Woodend town centre. The current proposal was therefore intended as a short-term measure, with the expectation that a more comprehensive review of parking could occur once most State Highway traffic had been redirected elsewhere.

B Cairns sought clarity on what "Keep Clear" markings would entail. S Binder explained that it would consist of markings on the ground and noted that the request before the Board was for retrospective approval or disapproval.

P Stone asked whether any complaints had been received about the "Keep Clear" markings installed at 71 Main North Road. S. Binder confirmed that no complaints had been made to the Council. M Paterson commented that complaints had arisen from other business owners because two prime parking spaces serving the nearby coffee shop were unavailable.

Moved: M Paterson Seconded: P Stone

THAT the Woodend-Sefton Community Board:

(a) **Lay** on the table until consultation was carried out with the adjacent properties.

CARRIED

6.2 **Request to Approve Intersection Controls on Jelfs Road, Lilburne Street, Broad Road, McGifferts Road, Vaughan Street and Buller Street** – S Binder (Senior Transportation Engineer) and N Puthupparambil (Transportation Engineer)

S Binder spoke to the report, noting that it covered five locations. Four of the sites were currently controlled by Give Way signs and were proposed to be changed to Stop controls, while one location was proposed to have its existing Give Way control formalised.

P Redmond referred to Jelfs Road and noted that a resident had requested traffic controls. He asked what type of control had been sought. S Binder advised that he had not been directly involved in that request, but understood there had been a push for a Stop control. He noted that staff were assessing the site in detail and that visibility at the intersection was appropriate, meaning the default position was generally to retain a Give Wa*y* control.

Moved: M Paterson Seconded: S Powell

THAT the Woodend-Sefton Community Board:

(a) **Receives** Report No. 251201228464.

(b) **Approves** the following intersection control changes pursuant to section 2 of the Land Transport Rule: Traffic Control Devices 2004, with effect from the date of installation of appropriate signage:

Item	Road to be Controlled	Road to Remain Uncontrolled	Type of Control to be Imposed	Type of Control to be Revoked
1	Jelfs Road	Woodend Beach Road	Give Way	none
2	Lilburne Street	Lorimer Street	Stop	Give Way
3	Broad Road	Upper Sefton Road	Stop	Give Way
4	McGifferts Road	Upper Sefton Road	Stop	none
5	Vaughan Street	Cross Street	Stop	none
6	Buller Street	Cross Street	Stop	none

(c) **Circulate** this report to the Utilities and Roading Committee for information.

CARRIED

M Paterson expressed support for the motion, noting that the proposed *Stop* control changes were logical and appropriate.

S Powell thanked staff for the report and commented that it was pleasing to see the matter being reviewed.

6.3 **Proposed Roading Capital Works Programme for 2026 / 27 and Indicative Three-Year Programme** – K Straw (Civil Projects Team Leader) and J McBride (Roading and Transport Manager)

K Straw spoke to the report, noting that it sought the Board's endorsement of the proposed Roading Capital Works Programme for the 2026/27 financial year, along with the indicative three-year programme to follow. He explained that the programme covered categories with a general allocation in the Council's Long Term Plan, and where community input was valuable in achieving the desired outcomes. It did not include major roading projects that had their own specific budget allocations identified in the Long Term Plan.

K Straw outlined the programme categories, which included Urban Kerb and Channel Renewals, Footpath Renewals, Minor Safety Improvements, the new Footpath Programme, and new Passenger Transport Infrastructure. While he did not speak to each project individually, he highlighted two matters of note. K Straw also noted that there were no Kerb and Channel renewals scheduled in the Woodend–Sefton area; however, staff had identified a small section at the intersection of State Highway 1 and Waikuku Beach Road that they intended to include in the next financial year. This would utilise some of the currently unallocated budget, and no other changes were proposed. In relation to the Footpath Programme, he referred to the provision for an unsealed footpath on Chinnerys Road. He clarified that the unsealed footpath would be an interim solution until Chinnerys Road was urbanised, at which point a sealed footpath would be constructed.

M Paterson observed that little work was proposed within the Woodend–Sefton area. K Straw explained that the Kerb and Channel and Footpath Renewal Programmes were primarily condition-based; therefore, if no assets in the Woodend–Sefton area appeared in the programme, it generally indicated that their condition remained good. He noted one site on Main North Road, between Owen Stalker Park and Woodend School, that was included in the Footpath Renewal Programme. This work was being coordinated with the stormwater project scheduled for the following financial year. K Straw acknowledged that there was not a large amount of work proposed in the Board's area but reiterated that this reflected the overall condition of the assets. Regarding the new Passenger Transport Infrastructure, he advised that prioritisation was based on boarding numbers. He added that staff were happy to receive feedback if there were specific sites the Board wished to raise in any of the programme categories.

S Powell questioned the proximity of the proposed bus shelter on Woodend Road near State Highway 1 to the highway. K Straw clarified that the shelter would be located on State Highway near Woodend Road, as Woodend Road itself was not a passenger transport bus route.

B Cairns asked whether the new bus stop in Ravenswood would be included in the Bus Shelter Programme. K Straw advised that the Council had only installed a relocated seat there as an interim measure. As the stop was relatively new, it had not yet been flagged for a shelter, but it would ultimately move up the priority list.

Responding to S Powell's question, K Straw explained that when Pegasus was originally developed, the alignment of several pedestrian cut-downs had been poorly designed. In some locations, there were no corresponding cut-downs on the opposite side of the road. The allocated budgets were intended to correct these issues. The Pegasus footpath connections listed under Walking and Cycling, with budget allocations of $40,000 and $20,000, were to address these challenges.

T Bartle asked about the life expectancy of kerb and channel assets. K Straw advised that the design life was approximately 50 years, although staff were observing significantly longer lifespans in practice.

P Redmond queried whether the limited amount of work proposed in the Woodend–Sefton area reflected the quality and good condition of the existing assets. K. Straw confirmed that this was a fair assessment.

Moved: S Powell Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

(a) **Receives** Report No. 260508111821.

(b) **Endorses** the 2026/27 DRAFT Proposed Roading Capital Works Programme (Trim: 260508111836).

(c) **Endorses** the indicative Roading Capital Works Programme for the 2027/28, 2028/29 and 2029/30 financial years.

(d) **Notes** that any feedback on the programme included with this report will be taken by staff at the Board meeting and incorporated into the final report, which is proposed to be taken to the Utilities and Roading Committee in July 2026 for approval.

CARRIED

S Powell thanked staff for the report, noting that it was valuable to receive these updates, understand what work was upcoming, and identify any potential gaps.

B Cairns commented that the Woodend-Sefton area included a relatively new part of the Waimakariri District, which explained why it did not feature as prominently in renewal programmes compared with older areas where kerb and channel and footpath assets were reaching the end of their life.

6.4 **Application to the Woodend-Sefton Community Board's 2025/26 Discretionary Grant Fund** – T Künkel (Governance Team Leader)

T Künkel spoke to the report, noting the Board had received three applications for Discretionary Grant Funding. The first was received from the North Canterbury Scout Jamboree Troop (the Troop). The Troop was requesting funding towards the cost of attending a pre-Jamboree camp in Oxford in October 2026. The application met the Board's Discretionary Grant Criteria in that it was submitted by a community-based youth organisation. However, the requested $1,000 exceeds the specified $ 750-per-application limit. Furthermore, the criteria stated that a project should be in the Board's area, yet only a few participants were from the Woodend-Sefton area.

S Powell sought confirmation that this was a pre-jamboree camp, not the annual jamboree. T Künkel confirmed that the funding was for attending a pre-Jamboree camp from 24 to 25 October 2026 in preparation for the actual Jamboree.

T Bartle sought clarification: this pre-jamboree was held in Oxford, and only six members were going from the Boards area, and T Künkel confirmed that this was correct.

B Cairns assumed the $3,500 cost was paid to attend the big Jamboree. However, it was T Künkel's understanding that the $3,500 was for the pre-jamboree camp because the actual jamboree was quite expensive.

P Stone asked why the Kaiapoi-Tuahiwi Community Board declined the application. T Kunkel explained that they declined because only eight participants came from their Kaiapoi-Tuahiwi area.

Moved: M Paterson Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

(a) **Receives** report No. 260428104185.

(b) **Approves** a grant of $250 to the North Canterbury Scout Jamboree Troop towards the cost of attending the pre-Jamboree camp in Oxford in October 2026.

CARRIED

B Cairns commented that the Scouts provided significant benefits for young people who participated. He noted that a pre-jamboree camp was an important opportunity for attendees to build confidence in camping and outdoor skills.

T Künkel spoke to the application, noting it was received from the North Canterbury Federation of Women's Institute (WI), which intended to host its annual Craft Day on 21 July 2026. The WI's application met the Board's Discretionary Grant Criteria in that it was submitted by a community-based organisation and the requested $500 was less than the specified $750 per application limit. In addition, most of the participants (60%) were expected to be from the Woodend-Sefton area. She noted that the criteria stated that wages could not be paid, and some of the costs the WI had proposed, specifically tutor expenses, fell into that category. Staff had advised the WI that these costs were ineligible. T Künkel further observed that this was the third time the WI had applied to the Board for support with hall hire and craft supplies.

P Redmond sought confirmation that they had not applied in the last three years. T Künkel confirmed that they last applied to the Woodend-Sefton Community Board in 2023. However, they did apply to the Rangiora-Ashley Community Board in 2024.

Moved: M Potter Seconded: B Cairns

(c) **Approves** a grant of $310 to the North Canterbury Federation of Women's Institute towards costs related to running its craft day in July.

CARRIED

Having previously declared a conflict of interest, M Potter sat back from the table and did not take part in the discussion.

T Künkel noted that the Pegasus Residents Group Inc. (PRGI) was seeking funds to host the Matariki Tea in partnership with Pegasus Bay School. The application met the Board's Discretionary Grant Criteria as it was organised by a community-based organisation. The PRGI requested $500, which was below the specified $ 750-per-application limit. Most participants were expected to come from within the Board's area. However, she noted that the PRGI had received funding for the event in 2023, 2024, and 2025.

B Cairns sought confirmation that $300 of the costs related to scones, and T Künkel confirmed that this was correct.

Moved: S Powell Seconded: B Cairns

(d) **Approves** a grant of $300 to the Pegasus Residents' Group Inc. towards costs relating to the Matariki morning tea to be held at the Pegasus Bay School.

CARRIED

S Powell advised that the PRGI had been advised in 2025 that it would need to seek alternative funding sources. The PRGI had already received funding for the previous three years, and this application represented a fourth request. She noted that she was proposing a $300 grant only because the PRGI had faced significant challenges recently, including some financial expenses. S Powell added that she would not support further grants to the Group for this event in future years.

B Cairns agreed with the proposed $300 amount, noting that it reflected the cost of providing the scones. He expressed his appreciation for the PRGI's choice of a local supplier. B Cairns also acknowledged the considerable work the PRGI undertook, both behind the scenes and in delivering community events, and stated that he supported them receiving the funding.

7. CORRESPONDENCE

Nil.

8. CHAIRPERSON'S REPORT

8.1 Chairperson's Report for May 2026

- M Paterson noted that the opening for the John Harris Memorial Den in Woodend would be at 3 pm on Saturday, 15 August 2026. which was the anniversary of his passing. There had been some debate over the name, which the Board approved in March 2026. The Lions Club wants the word "Lions" to be included. i.e, John Harris Memorial Lions Den. However, he believed that it would be too long.

  M Paterson noted that discussions about the matter had begun some time ago, and that the Woodend Lions Club had previously spoken with the Mayor. He had also discussed the issue with the Mayor, who had indicated a willingness to become involved, if necessary, although the preference was to resolve the matter without escalation.

  M Paterson believed a compromise would be reached. He advised that the planned function would proceed, with invitations extended to all, and that the Mayor was expected to speak at the event.

- M Paterson further raised the issue of the footpath connection between Woodend and Pine Acres, noting recent reports that work was commencing on the Kaiapoi to Pine Acres section. He expressed the view that the Board should consider progressing a connection to Woodend sooner rather than waiting for the Woodend Bypass to be developed, as five years was a long period to be without a safe cycling link to Pine Acres.
  .
- Finally, M Paterson reiterated his concern, raised several times previously, regarding the lack of progress on dealing with electric motor bikes ramping at Gladstone Park, noting that no advancement appeared to have been made.

Moved: M Paterson Seconded: M Potter

THAT the Woodend-Sefton Community Board:

(a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (Trim: 260603129483).

CARRIED

9. MATTERS FOR INFORMATION

9.1. Oxford-Ohoka Community Board Meeting Minutes 6 May 2026.
9.2. Rangiora-Ashley Community Board Meeting Minutes 13 May 2026.
9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 18 May 2026.
9.4. Health, Safety and Wellbeing Report 17 Match to 21 April 2026 – Report to Council Meeting 5 May 2026 – Circulates to all Boards.

9.5. Zone Implementation Programme Addendum (ZIPA) Budget Reallocation in 2025/26 – Report to Utilities and Roading Committee Meeting 12 May 2026 – Circulates to all Boards.

9.6. Draft Annual Plan 2026-2027 Special Consultative Procedure – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.7. Drainage – Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.8. Water Supply - Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.9. Wastewater – Utilities and Roading Department Staff Submission to the Draft 2026/27 Annul Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.10. Staff Submission to the Annual Plan 2026/27 – Roading Budgets – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.11. Solid Waste– Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.12. Rangiora Airfield Governance Review 2026 – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

Moved: B Cairns Seconded: M Paterson

THAT the Woodend-Sefton Community Board:

(a) **Receives** the information in Items 9.1 to 9.12.

CARRIED

10. MEMBERS' INFORMATION EXCHANGE

P Stone

- Community members from Oxford reported that they had not received any communication from Health New Zealand since signing up for the Strategic Advisory Group to which they had been invited. It was unclear whether the group related to the wider North Canterbury area or specifically to the Oxford community and Oxford Hospital.
- The Waimakariri Access Group held its fundraiser dance over two evenings.
- Attended the Annual Long-Haired Cat Show at the Rangiora Bowling Club.
- The Lions held their annual book fair and achieved record fundraising.
- Attended the Waimakariri Events Plan Stakeholder Workshop, where staff were developing a sector-based approach for all event holders and stakeholders to support future strategic planning.
- Attended the Woodpecker Trust meeting.
- The Ravenswood Cuppa event was attended.
- The Woodend Community Association reported that it would hold its members' working bee day on 19 July 2026 and expressed interest in collaborating with the Woodend Lions.

B Cairns

- Attended Pegasus public meeting – well-attended public meeting
- Arranged for the replanting, then attended the planting of a tree to celebrate the 100th birthday of Myrtle Sheppard.
- Attended Kaiapoi RSA Annual General Meeting – appointed to the executive, to help with lifting the profile of the club.
- Attended Kaiapoi Historical Annual General Meeting – the group have had over years of issues with accessing the mezzanine – taking boxes up and down steep stairs.

- Met on site with Woodend Lions President and a member of the public to discuss the Lions' assistance/takeover of the management of the Food Forest at Gladstone Park. Staff were assisting with mulch.
- Attended pre-meeting discussions and then attended the Waimakariri Events Plan workshop – this was with stakeholders to discuss how the Council could better support event providers. The Purpose of the Events plan was to set out a 10-year vision to encourage and sustain events in the district. Agree on wider outcomes that events could/should contribute towards. Clarify the roles of Council, Enterprise North Canterbury, Promotion Associations, and potentially other entities in commissioning / supporting / delivering events.
- Attended Enterprise North Canterbury business summit – a number of really good speakers, motivational and educational – found the use of IT the most fascinating.
- Have attended multiple meetings to discuss and organise the Rangiora Town Hall's 100-year celebration in September 2026. Would be a weekend of events, tours and two concerts from multiple entertainers.
- Visited the Oxford gallery to offer assistance regarding marketing and to make the gallery less reliant upon funders.
- Met with High Street retailers who were organising a mid-July 2026 two-week-long event to increase people coming to High Street Rangiora.
- Visited the new Art Gallery in Kaiapoi to offer ideas regarding promotion.
- Attended Woodend Pegasus Area Strategy meeting.
- Attended Art on the Quays latest art opening – always a good exhibition space to visit.
- Celebrated with Neville Atkinson, who was announced in the King's Birthday Honour list
- Along with the Mayor, I was invited to attend an event at The Sterling, which was building a strong, welcoming retirement facility.
- Attended Waimakariri Public Arts Trust meeting – deputation from a descendant of Thomas Pashby, wanted a sculpture created to celebrate Thomas's life in the district.
- Attended an author talk from Rachael King, who had publishers in the United States of America, the United Kingdom and New Zealand, in nine languages. She was a contestant on the TV program The Traitors and talked of her experiences there.
- Attended the opening of the 20 elderly persons units on Courtney Drive, Kaiapoi.
- Donated many trees and attended the first planting day at a new food forest in Amberley.
- Attended rating review meeting – the group would go to the Council with recommendations.
- Attended Property Assets working group meeting. Providing recommendations to the Council.
- Seven Sharp featured the Sparks family, their museum and the work being done to preserve historic buildings – with the idea of having an art and craft centre.
- Attended PAR's project steering group, one of the outcomes of which would be presenting the spaces and places plan. The district had ageing sports facilities, which would need to be addressed over time.
- Attended Arohatia te Awa working group meeting – ensuring the health of the various rivers/wetlands is well maintained.
- Peg and Pint were hosting a craft Market on the 26th July 2026.

S Powell

- Ravenswood Community Cuppa – Concerns around the Head Start process and the possibility of amalgamation with other Councils.
- Pegasus Community Cuppa – presentation on Ravenswood Central – afterwards, a number of residents spoke about their concerns around amalgamation with other Councils.

- Waimakariri Access Group Meeting.
  - Boccia balls and kits were now available at Mainpower Stadium for use on the marked courts. These were donated by Boccia New Zealand.
  - Two coreboards had been ordered for playgrounds in Kaiapoi and Rangiora as a communication aid. One was planned for the new Woodend Beach playground.
  - Libraries were in the final stages of becoming Hapai accredited, with staff undergoing training to assist cardholders with their specific needs.
  - Deputy Chair spoke at draft Annual Plan Hearings.
- Woodend Pegasus Area Review Strategy – attended the second workshop held with stakeholders. Next steps: staff would reflect on feedback from the community survey and the two stakeholder workshops, and then hold workshops with the Council and Community Board. A draft plan would be prepared for public consultation.
- Annual Plan 2026/27 – After deliberations, an average increase of 4.99% was approved by Councillors. This included 3 waters, which some other Councils did not.
- Community Development and Wellbeing update – There would be a ceremony to celebrate Waimakariri becoming an accredited Welcoming Community in New Zealand. Waimakariri's Stronger Communities Conference would be held on 18 and 19 June at John Knox Church in Rangiora for anyone working or volunteering in the community service sector. Register through Humanitix.
- Community Wellbeing North Canterbury Trust – Secured funding from the Mental Health Foundation to support a North Canterbury Rural Suicide Prevention Project. There were 455 applications nationwide, and only 18 organisations were funded as part of a $1.5 million national investment in community-led suicide prevention and postvention. Winter care drive. People could donate food or essential items, or provide financial support. There were drop in centres across North Canterbury. Check out their social media for details.
- Northern Pegasus Bay Advisory Group.
  - New member invited to represent recreational horse riding.
  - Results from the Beach User Survey held over our inclement summer were still being analysed.
  - Sand trap fencing would be extended at Waikuku and Pegasus Beaches.
  - Sign identifying birdlife would be put on or near the accessible viewing platform at Ashely Rakahuri Estuary.
  - Issue with motorbikes, including electric ones, accessing Tūhaitara Coastal Park trails.
- Suggestion from the Woodend Community Association that they would like to plant daffodils at either end of Woodend, which would flower to coincide with the Spring Flower Show. This has been raised as part of the Woodend-Pegasus Area Strategy Review.
- Head Start Pathway – Concerns raised by locals around what amalgamation could mean for local representation and rates, and the timeframe set in place by the Government. The feedback she has received so far is that they value knowing their local elected members. Attended All Boards Briefing to hear questions and feedback from Community Board members.
- Pegasus Golf Course purchase by property developer Wolfbrook – Every that had approached her to discuss this and emails she had received had all been against the golf course being turned into housing for many reasons. Attended the public meeting on 2nd June.

11. CONSULTATION PROJECTS

11.1 Stock Movement Bylaw 2026

https://letstalk.waimakariri.govt.nz/stock-movement-bylaw-2026

Consultation closed on Friday, 12 June 2026.

11.2 **Head Start Pathway/Amalgamation**
https://letstalk.waimakariri.govt.nz/head-start-pathway

Consultation closed on Sunday, 5 July 2026.

The Board noted the consultation projects.

12. BOARD FUNDING UPDATE

12.1 **Board Discretionary Grant**
Balance as at 31 May 2026: $6,856.

12.2 **General Landscaping Budget**
Balance as at 31 May 2026: $0.

The Board noted the funding update.

13. MEDIA ITEMS

Nil.

14. QUESTIONS UNDER STANDING ORDERS

Nil.

15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

16. NEXT MEETING

The next meeting of the Woodend-Sefton Community Board was scheduled for 5.30pm, Monday 13 July 2026 in the Woodend Community Centre.

Workshop 6:28pm to 7:45pm

- *Speed Limits – S Binder (Senior Transportation Engineer)*
- *Woodend Pegasus Area Strategy Review – Update and Draft Directions – H Downie (Strategy and Centres Team Leader) and A Willis (Contract Planner)*
- *Discretionary Grant Fund Criteria Review – T Künkel (Governance Team Leader)*

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 7:45PM.

CONFIRMED

M Paterson

_____

Chairperson

13 July 2026

_____

Date

MINUTES OF THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON 10 JUNE 2026 AT 7PM.

PRESENT

J Gerard (Deputy Chairperson), R Brine, K Barnett, W Doody, A Geeves, J Goldsworthy, D Hawkins, D Lundy, B McLaren, B Robinson and J Ward.

IN ATTENDANCE

S Hart (General Manager Strategy, Engagement and Economic Development), J McBride (Roading and Transport Manager), H Downie (Strategy and Centres Team Leader), G Stephens (Design and Planning Team Leader), S Binder (Senior Transportation Engineer), A Kibblewhite (Senior Project Engineer), A Huang (Greenspace Landscape Planner), T Künkel (Governance Team Leader) and A Connor (Governance Support Officer).

There was one member of the public present.

1. APOLOGIES

Moved: J Gerard Seconded: W Doody

THAT the Rangiora-Ashley Community Board:

(a) **Receives** and **sustains** an apology for leave of absence from L McClure.

CARRIED

2. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Rangiora-Ashley Community Board – 13 May 2026

Moved: B McLaren Seconded: K Barnett

THAT the Rangiora-Ashley Community Board:

(a) **Confirms,** as a true and accurate record, the circulated Minutes of the Rangiora-Ashley Community Board meeting, held on 13 May 2026.

CARRIED

3.2. Matters Arising (From Minutes)

Responding to a question from K Barnett, T Künkel advised that the Greenspace Team had yet to confirm that feedback on the Cust Domain Football Review had been received from the Cust Domain Advisory Group.

3.3. **Notes of the Rangiora-Ashley Community Board – 13 May 2026**

Moved: J Goldsworthy Seconded: J Ward

THAT the Rangiora-Ashley Community Board:

(a) **Receives,** the circulated notes of the Rangiora-Ashley Community Board meeting, held on 13 May 2026.

CARRIED

4. DEPUTATIONS AND PRESENTATIONS

Nil.

5. ADJOURNED BUSINESS

Nil.

6. REPORTS

6.1. **Approval of Blake Street Carpark Reconfiguration Plan –** H Downie (Strategy and Centres Team Leader) and A Kibblewhite (Senior Project Engineer)

H Downie spoke to the report and advised that approval was sought for the Blake Street Carpark Reconfiguration Plan (the Plan). The project had been identified as a short-term implementation action within the Rangiora Town Centre Parking Management Plan. The Plan had been circulated to the Waimakariri Access Group, property owners, and tenants, and the feedback received had been incorporated into the final proposal.

H Downie reported that the Plan would provide an additional 47 parking spaces, making a significant contribution toward the 60 extra spaces modelled as being required by 2030, and increasing the total number of spaces to 216. The Plan also included mobility parks, a loading zone, Electric Vehicle (EV) charging spaces, and pedestrian space at the southern end of the carpark to connect with the existing laneways. An existing asbestos-cement water main located within the site was within its renewal window and would be replaced to avoid future disturbance to the new carpark. Subject to approval, construction was scheduled to commence in September 2026, with completion anticipated by November 2026 to avoid disruption during the Christmas period.

K Barnett sought clarification on the number of entrances and exits to the carpark. A Kibblewhite confirmed that there would be two entrances and two exits.

In response to a further query from K Barnett, A Kibblewhite noted that during the detailed design phase, staff could investigate relocating the loading zone and mobility parks. He further advised that the Plan was undergoing a road safety audit to confirm that sight lines were adequate and that no pinch points existed.

A Geeves asked what measures would prevent non-EV vehicles from occupying EV charging spaces for extended periods. H Downie advised that several EV charging spaces across the Waimakariri District were not restricted to EV-only use, and that all vehicles using those spaces would be subject to a P120 time restriction.

J Ward queried whether the issue of businesses lacking space to store rubbish had been addressed. H Downie advised that the matter had been discussed at length by the Utilities and Roading Committee, which had determined that the Council would not provide rubbish compounds on public land. The new Waimakariri District Plan required property owners to provide space for waste storage within their own property boundaries. One rubbish

compound existed within the Blake Street carpark area, established during the creation of Conway Lane under a licence to occupy. The long-term intention was for waste to be managed on private land.

In response to a question from D Hawkins, H Downie confirmed that building demolition costs had been included within the project budget.

B McLaren sought clarification as to whether the loading zone was intended to accommodate a single vehicle parked parallel to the kerb. A Kibblewhite confirmed that this was the case and advised that the safety audit would determine whether the layout was appropriate in relation to the adjoining mobility parks.

D Lundy questioned how far in advance staff engaged with tenderers to minimise the risk of construction works extending into the December period. A Kibblewhite advised that the design process had been fast-tracked to enable the tender process to commence promptly. He stated that the current procurement plan proposed using a price-quality evaluation method rather than a lowest-price approach. This would allow the Council to give preference to tenderers who can guarantee an earlier completion date, provided the tender remains within budget.

Moved: J Ward Seconded: B Robinson

THAT the Rangiora-Ashley Community Board:

(a) **Receives** Report No. 260520120269.

(b) **Approves** the Blake Street Carpark Reconfiguration Plan (Trim: 260521121470).

(c) **Notes** the allocation of four of the new spaces for mixed-use EV charging (allowing flexibility for both EV users and general parking when not actively charging) and the associated installation of EV charging infrastructure in implementing the Blake Street Carpark Reconfiguration Plan (Trim: 260521121470).

AND

THAT the Rangiora-Ashley Community Board recommends:

THAT the Utilities and Roading Committee:

(d) **Notes** that the Rangiora Ashley Community Board has approved the Blake Street Carpark Reconfiguration Plan (Trim: 260521121470).

(e) **Notes** that in December 2013 in the context of the Council approving funding the new North of High Laneway (Hunnibell Lane) and adjacent car parking (at 11 Blake Street) project, the Council supported staff developing a concept plan that provides a potential option for reconfiguring the wider at-grade Blake Street off-street public car parking area, in order to enhance this facility and generate an overall net gain in spaces.

(f) **Notes** that the Blake Street Carpark Reconfiguration project is a “short term” implementation project committed in the Rangiora Town Centre Parking Management Plan, adopted by Council in 2025.

(g) **Notes** that the Blake Street Carpark Reconfiguration Plan (Trim: 260521121470) creates an additional 47 parking spaces (representing an increase of 28%, from 169 spaces to 216 spaces), which contributes considerably towards the modelled anticipated demand for an additional 60 parks by 2030 to ensure the Rangiora town centre continues to function well, as determined in the adopted Rangiora Town Centre Parking Management Plan.

(h) **Approves** the installation of EV charging infrastructure at the northwestern location as shown in the Blake Street Carpark Reconfiguration Plan (Trim 260521121470) (timing to be confirmed) and allocating four of the new spaces for mixed-use EV charging (allowing flexibility for both EV users and general parking when not actively charging).

(i) **Approves** entering a License to Occupy with a third-party provider (most likely Meridian) for the site shown in the Blake Street Carpark Reconfiguration Plan (Trim 260521121470), subject to finalisation of terms consistent with Council's existing EV charging programme, and subject to confirming timeframes with a third-party provider.

(j) **Notes** that the inclusion of EV charging infrastructure represents a continued implementation of Council's existing EV charging programme (approved by Council in 2020) at an additional site and with no financial cost to Council, and that it is consistent with strategic directions for supporting and enabling such amenity committed in the adopted Integrated Transport Strategy and Parking Management Plan.

(k) **Approves** the establishment of five mobility parking spaces within the Blake Street public carpark, noting this is an increase from four currently available in the public carpark, and noting that the additional existing one on-street mobility park on Blake Street remains as is.

(l) **Notes** that targeted engagement on a draft Blake Street Carparking Reconfiguration Plan was undertaken over recent months with property owners within the block, with some tenants, as well as with the Waimakariri Access Group, and the Concept Plan has been updated to reflect relevant feedback.

(m) **Notes** that the high-level indicative engineer's estimate of the project cost to implement the Blake Street Carpark Reconfiguration Plan is approximately $1,650,000 and that:

i. $1,140,000 is available in the project's budget across 2025/26 and 2026/27 (PJ 101777.000.5135 and PJ 102518.000.5133) - $400,000 of which is being added through the 2026/27 Annual Plan adoption.

ii. it is proposed that other existing and related budgets are utilised to contribute to the cost of this project as recommended in (l) and (m) and detailed in section 7 of this report.

iii. if there is any residual budget shortfall following the physical works tender process (when final costs are more certain), staff will prepare appropriate recommendations to Council as part of the tender approval process, if required.

(n) **Approves** the use of $80,000 from the Town Centre Carpark (Ashley St) Layout Improvements budget (PJ 102427.000.5135 and 102427.000.5133) which is existing budget that is surplus to that project's costs.

(o) **Approves** the use of $295,000 from the Town Centre Upgrades budget (PJ 100359.000.5134) which is the total available and uncommitted in 2025/26 and 2026/27.

(p) **Notes** that renewal of 108 metres of asbestos cement water main located within the carpark will be included in the physical works at an estimated cost of $117,000; this component will be funded by the Rangiora Water Main Renewals budget (PJ 100002.000.5104) and is within the allocated budget for 2026/27 of $837,600.

(q) **Delegates** authority to the Chief Executive to approve any minor adjustments to the final Blake Street Carpark Reconfiguration Plan (as required) to support the physical works stage.

(r) **Notes** that physical works associated with implementing the Blake Street Carpark Reconfiguration Plan (Trim: 260521121470) are anticipated to commence in September and be completed by the end of November 2026.

(s) **Notes** that it is anticipated that the demolition of the building at 13 Blake Street occurs in August (with the tender for this closing in late June), following the current tenants (North Canterbury Model Railway Club) vacating the premises by the end of June.

AND

THAT the Rangiora-Ashley Community Board recommends:

THAT the District Planning and Regulation Committee:

(t) **Approves** the establishment of a 120-minute time restriction (except for mobility parks) to new carparks within the extended Blake Street carpark and at Blake Street, including those spaces to be constructed over 13 Blake Street, which will be incorporated into the wider Blake Street carpark area.

(u) **Notes** that the Blake Street carpark is currently restricted to 120 minutes and experiences amongst the highest parking occupancy at peak times; a 120-minute time restriction is therefore considered appropriate in this prime location to continue to encourage parking turnover, which supports local businesses and makes best use of the land.

(v) **Notes** that the mobility parking spaces will be unrestricted, which is consistent with current practice.

CARRIED

K Barnett emphasised the importance of ensuring adequate access to the mobility parks and maintaining clear and well-defined entrances and exits to the carpark. She noted that the project was significant, as parking in Rangiora typically became busy from Show Weekend onwards, and she expressed support for completing the works as early as practicable.

6.2. **Request Approval to Consult on King Street Pedestrian Refuge Locations and Parking Changes** – S Binder (Senior Transportation Engineer) and N Puthupparambil (Transportation Engineer

S Binder spoke to the report and welcomed any questions.

B McLaren noted that Community Wellbeing North Canterbury had requested a mobility park outside its facility and asked why this had not been included in the proposal. S Binder advised that staff were developing a wider Mobility-parking Programme, with a report expected to be presented to the Board in the coming months. He explained that, if the King Street consultation were approved, staff would wait until the mobility-parking consultation was also approved and then undertake consultation on both matters concurrently.

In response to a query from D Hawkins, S Binder confirmed that, if approved, the proposed changes would increase the number of car parks from four to six. He further advised that, should the proposed mobility-parking changes also be approved, this would result in one new mobility park and one additional standard car park.

J Ward asked whether the new pedestrian refuge would provide better protection for pedestrians than the existing crossings. S Binder stated that the new refuge would be wider and constructed to the most recent standards.

Moved: K Barnett Seconded: A Geeves

THAT the Rangiora-Ashley Community Board:

(a) **Receives** Report No. 260325083463.

AND

THAT the Rangiora-Ashley Community Board recommends:

THAT the District Planning and Regulation Committee:

(b) **Approves** consultation being undertaken on the option of consolidating the crossing locations by removing the two existing pedestrian crossing points at nos. 191 A and 205 King Street, and replacing them with a new single mid-block pedestrian crossing with build-outs.

(c) **Approves** consultation being undertaken on implementation of P15 time-restricted parking during drop-off and pick-up periods (8:00-9:00am and 2:00-3:00pm) and P120 parking during other times, on two (2) car parking spaces in front of no. 205 King Street.

(d) **Notes** that a further report would be brought back to the Community Board with the outcome of the consultation process and to allow further decision-making on this matter.

CARRIED

K Barnett supported the motion, noting that the proposal was sensible and would improve parking provision. She suggested that additional traffic-calming measures could be incorporated alongside the pedestrian refuge, noting that vehicles tended to travel at higher speeds in that area.

A Geeves also expressed support for the motion and was pleased to hear that further consultation would also be undertaken regarding mobility parking.

J Ward was satisfied with the proposed layout and highlighted that two properties in the area had been purchased for future development, with off-street parking proposed as part of those plans. She observed that the proposal would improve visibility and enhance safety for people accessing the area.

6.3. **Request to approve intersection controls on Charles Street, Pentecost Road, Rowse Street, Bush Street, Banks Place, and George Street** – S Binder (Senior Transportation Engineer) and N Puthupparambil (Transportation Engineer

S Binder spoke to the report and advised that approval was sought to change six intersection controls from Give Way to Stop. He noted that the Land Transport Rule: Traffic Control Devices prescribed the circumstances in which a Stop sign was required, and that the national standard had been applied to all proposed changes. S Binder further advised that each of the proposed changes had arisen in response to service requests.

D Hawkins asked whether the proposed changes would create an “avenue effect” along South Belt. S Binder noted that this was very unlikely, as Give Way controls were already in place at the relevant intersections.

W Doody enquired whether the surrounding schools had provided any feedback on the proposed changes. S Binder advised that the presence of a school or crossing pedestrians was not a determining factor when considering intersection-control changes.

K Barnett questioned whether yellow no-stopping restrictions would need to be installed at the King/Charles Street intersection due to the addition of the median. S Binder clarified that the median would not be raised and was intended to provide an additional visual cue to alert drivers to the intersection. He advised that staff could consider no-stopping restrictions; however, this was unlikely to be necessary as there would be no physical constraint on available space.

K Barnett then asked whether staff had received any service requests relating to the George /King Street intersection. S Binder advised that he was not aware of any such requests but confirmed that staff could undertake further investigation.

Moved: J Ward Seconded: A Geeves

THAT the Rangiora-Ashley Community Board:

(a) **Receives** Report No. 251201228460.

(b) **Approves** the following intersection control changes pursuant to section 2 of the Land Transport Rule: Traffic Control Devices 2004, with effect from the date of installation of appropriate signage:

Item	Road to be Controlled	Road to Remain Uncontrolled	Type of Control to be Imposed	Type of Control to be Revoked
1	George Street	Percival Street	Stop	Give Way
2	Charles Street	King Street	Stop	Give Way
3	Pentecost Road	South Belt	Stop	Give Way
4	Rowse Street	South Belt	Stop	Give Way
5	Bush Street	South Belt	Stop	Give Way
6	Banks Place	South Belt	Stop	Give Way

(c) **Circulates** this report to the Utilities and Roading Committee for information.

CARRIED

J Ward supported the motion, noting that stop controls were needed at the South Belt intersections. She observed that replacing the existing Give Way controls with Stop signs would significantly improve safety.

A Geeves highlighted the dangerous nature of the Charles Street/King Street intersection and supported the proposed change as a means of improving safety.

K Barnett agreed that the intersections along South Belt had very poor visibility due to surrounding vegetation. She noted that further consideration might be required once the Sommerset Retirement Village opened, given the likely increase in traffic volumes and on-street parking.

6.4. **Proposed Roading Capital Works Programme for 2026 / 27 and Indicative Three-year Programme** – K Straw (Civil Projects Team Leader) and J McBride (Roading and Transport Manager)

J McBride spoke to the report and advised that approval was sought for the Draft Capital Works Programme for the 2026/27 financial year, along with the indicative three-year programme. She outlined that the programme included Kerb and Channel Renewals, Footpath Renewals, the Minor Safety Programme, and New Footpath Construction. Kerb and Channel and Footpath Renewals were largely condition-driven, with condition surveys undertaken every three years. The Minor Safety Programme was informed by known deficiencies across the network and service requests. Larger projects were funded separately through the Council's Long Term Plan.

D Hawkins sought clarity regarding the approved subsidised budget and the carry-over budget. J McBride explained that some activities received a subsidy through the National Land Transport Programme (NLTP), although the Minor Safety Programme and new footpaths did not attract a subsidy. Carry-overs occurred when works were budgeted but not completed within the financial year, or where projects were delivered under budget.

D Hawkins then asked what "TGSI" stood for. J McBride advised that TGSI referred to Tactile Ground Surface Indicators.

In response to concerns raised by D Hawkins, J McBride clarified that carry-overs were not intentionally planned to create an excess of funds. Some projects had not been delivered due to contractor availability. While various factors affected delivery, staff were working to ensure the programme was completed within the financial year.

B McLaren questioned whether Ashley Village and Cust had been considered in the development of the programme. J McBride advised that smaller settlements generally had limited kerb and channel or footpath infrastructure, and that works in those areas were programmed based on condition. She noted that minor safety works were identified through network deficiencies and service requests, and that the three-year programme was indicative only, meaning any new matters arising could be incorporated into future years.

K Barnett asked whether NZTA subsidies had been applied to the 2026/27 budget and what the likelihood was of obtaining subsidies in future years. J McBride explained that NZTA co-funding was allocated in three-year blocks, with the current block covering 2024–2027. As a result, the subsidy level for the 2026/27 financial year was already known. She advised that the Council had submitted its bid for the next three-year period and was awaiting the outcome. Kerb and channel renewals were strong candidates for subsidy; however, funding for footpath renewals had been significantly reduced, meaning the Council would need to undertake some work without subsidy.

K Barnett then asked whether the deficiencies in the Coldstream Road network were considered a major project. J McBride responded that NZTA would not subsidise new kerb and channel construction, only the renewal of existing assets in very poor condition. She noted that the Council had a budget of $350,000 every three years in the Long Term Plan to begin addressing areas requiring kerb and channel.

B Robinson queried what the professional fees covered. J McBride advised that the fees relate to the time required by the Project Delivery Unit to undertake surveys, design work, consultation, project delivery, and supervision.

Moved: D Hawkins Seconded: B Robinson

THAT the Rangiora-Ashley Community Board:

(a) **Receives** Report No. 260508111821.

(b) **Endorses** the 2026/27 DRAFT Proposed Roading Capital Works Programme (Trim: 260508111836).

(c) **Endorses** the indicative Roading Capital Works Programme for the 2027/28, 2028/29 and 2029/30 years.

(d) **Notes** that any feedback on the programme included with this report will be taken by staff at the Board meeting and incorporated into the final report which is proposed to be taken to the Utilities and Roading Committee in July 2026 for approval.

CARRIED

D Hawkins supported the motion, noting that the proposed Roading Capital Works Programme for 2026 / 27 seemed very thorough.

6.5. **Rangiora-Ashley Community Board General Landscaping Budget Projects 2026** – A Huang (Landscape Planner) and G Stephens (Design and Planning Team Leader)

A Huang spoke to the report and advised that approval was sought for several projects previously identified by the Board for funding under the General Landscaping Budget.

B Robinson asked whether consideration had been given to the proposed location of the seat in the West Belt Tree Reserve, noting that it was currently shown beneath a large gum tree. A Huang advised that, prior to installing any new assets, staff, and an arborist if required, would assess the site to confirm the suitability of the location. G Stephens added that general approval of the area was being sought at this stage, and staff would determine the safest and most appropriate location during implementation.

B McLaren questioned whether the seat proposed for Koura Reserve would be positioned a safe distance from the Rangiora Eastern Link Road. G Stephens advised that the seat was intended to be located near the stormwater swale; however, staff would confirm the location's suitability with the Roading Team.

In response to a question from D Hawkins, G Stephens confirmed that the feedback received concerned the various projects identified by the Board and the proposed seat locations

.

W Doody enquired about the type of seats to be installed. A Huang advised that the specific seating design had not yet been confirmed and might vary by location.

D Hawkins queried whether shifting the entrance sign on Oxford Road could lead to similar hedging issues. G Stephens explained that the rationale for relocating the sign was not solely related to the hedge, and that the proposed new location offered significantly improved visibility.

Moved: W Doody Seconded: B Robinson

THAT the Rangiora-Ashley Community Board:

(a) **Receives** Report No. 260522121907.

(b) **Approves** the allocation of $3,500 for a seat at the Acacia Avenue stormwater management area.

(c) **Approves** the allocation of $3,500 and implementation for a seat at the West Belt Tree Reserve near Ballarat Rest home.

(d) **Approves** the allocation of $3,500 and implementation for a seat at the Townsend Road stormwater management area.

(e) **Approves** the allocation of $3,500 and implementation for a seat at the Northbrook stormwater reserve opposite Koura Reserve.

(f) **Approves** the allocation of $13,290 towards seating and approximately 25 metres of footpath extension to connect the existing footpath to the new Kippenberger sculpture area on Kippenberger Avenue.

(g) **Approves** the relocation of the western Rangiora entrance sign on Oxford Road approximately 300m west to a new location as outlined within this report, with a further report to be presented to the Board for approval of the detailed concept design.

(h) **Notes** that the Board currently has $27,290 available within the General Landscaping Budget (101045.000.5224) for allocation during the current 2025/2026 financial year.

(i) **Notes** that approval of the recommended projects will result in the full allocation of the remaining General Landscaping Budget for the 2025/2026 financial year.

(j) **Notes** that any uncompleted projects will be carried over into the 2026/2027 financial year as work in progress.

CARRIED

W Doody supported the motion and thanked staff for the report.

K Barnett thanked staff for the report but expressed concern that seating was generally installed only when specifically requested, noting that some areas might be unaware they could request seating. She indicated she would appreciate receiving a map of all seating across the ward.

7. CORRESPONDENCE

Nil.

8. CHAIRPERSON'S REPORT

8.1. Chair's Diary for May 2026

Nil.

9. MATTERS FOR INFORMATION

9.1. Oxford-Ohoka Community Board Meeting Minutes 6 May 2026.
9.2. Woodend-Sefton Community Board Meeting Minutes 11 May 2026.
9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 18 May 2026.
9.4. Keep Rangiora Beautiful Distribution of Funds and to Dissolve – Report to Council Meeting 5 May 2026 – Circulates to Rangiora-Ashley Community Board.
9.5. Health, Safety and Wellbeing Report 17 Match to 21 April 2026 – Report to Council Meeting 5 May 2026 – Circulates to all Boards.
9.6. Zone Implementation Programme Addendum (ZIPA) Budget Reallocation in 2025/26 – Report to Utilities and Roading Committee Meeting 12 May 2026 – Circulates to all Boards.
9.7. Draft Annual Plan 2026-2027 Special Consultative Procedure – Report to Council Meeting 26 May 2026 – Circulates to all Boards.
9.8. Drainage – Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.9. Water Supply - Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.10. Wastewater – Utilities and Roading Department Staff Submission to the Draft 2026/27 Annul Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.11. Staff Submission to the Annual Plan 2026/27 – Roading Budgets – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.12. Solid Waste– Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.13. Rangiora Airfield Governance Review 2026 – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

Moved: R Brine Seconded: J Goldsworthy

THAT the Rangiora-Ashley Community Board:

(a) **Receives** the information in Items.9.1 to 9.13.

CARRIED

10. MEMBERS' INFORMATION EXCHANGE

D Lundy:

- Attended the All Boards session on the Simplifying Local Government Headstart Pathway. He noted that, following several conversations with ratepayers, most expressed that they did not wish to amalgamate with Christchurch.
- He visited Loburn Terrace Road after receiving several complaints regarding its condition and understood that staff were now addressing the issues.
- Commended Dean Eades from the Council's Civil Defense Team for achieving a turnout of 25 volunteers for an exercise held on a Monday.

J Goldsworthy:

- The Council had held its 2026/27 Annual Plan deliberations meeting, noting that a comparatively low number of submissions had been received this year.
- He participated in several discussions regarding the Government's Headstart Programme and noted that the Council was currently undertaking consultation to hear from the community.
- Council staff had been issuing parking enforcement notices in areas that had previously been monitored less frequently, and this had resulted in instances of abuse from members of the public, prompting changes from a health and safety perspective.
- Advised that there had been a notable increase in dog-barking complaints.
- Reported that there were now 19 Emergency Hubs operating within the Waimakariri District, and that the Civil Defense Team was exploring ways to better promote volunteering to younger demographics.
- Noted that the Building Unit now had 22 rapid building assessors.

B Robinson:

- Attended a Grey Power meeting. Concerns had been raised regarding the absence of ramps at the new elderly housing in Kaiapoi; however, she advised that she had since been informed this was incorrect.
- Attended a Stock Movement Bylaw Drop-in session.

D Hawkins:

- Reported that she had held several conversations with members of the public regarding the Pegasus Golf Course, the Stock Movement Bylaw, and the Simplifying Local Government programme. She advised that he had encouraged those wishing to have their views considered to submit to the relevant consultations.
- She provided the following update from the Ashley Rakahuri River Care Group:
  - Studies undertaken on the Ashley River this season showed cats to be the most significant predator.
  - The group was investigating the use of live-capture traps with Celium technology, which would allow traps to be checked only when triggered rather than daily.
  - Evie, the group's rat-detection dog, and her trainer were undertaking a series of training sessions with a Department of Conservation-recognised trainer.
  - The children's writing competition was well contested and generated positive conversations both at school and at home.
  - Planning was also underway for the "Welcome to the Birds" event.

J Ward:

- Reported that the North Canterbury Sport and Recreation Trust had been awarded the Community Impact Award for the MainPower Primary School Coaching Programme at the 2026 Sport New Zealand Sport and Recreation Awards.
- Advised that the Government was requiring significant reporting in relation to Water Done Well.
- Attended several meetings regarding the Headstart pathway.
- The Council had completed its 2026/27 Annual Plan deliberations in a single day, which she considered a positive reflection on the calibre of work undertaken by Council staff.
- Discussions of the Rating Review Working Party were ongoing.
- Noted that NZTA had approved a budget of over $8 million for the Rangiora Eastern Link Road, covering land purchase, construction, and quotations.
- The Council had approved a change to the governance structure of the Rangiora Airfield.
- Positive progress was being made on the Southern Community Hub.
- Reported that she had attended the opening of the Courtenay Drive elderly housing units in Kaiapoi, describing the development as a marvellous asset.

J Gerard:

- Suggested it would be appropriate for the Board to write to the North Canterbury Sport and Recreation Trust to congratulate them on their recent award.
- Reported that he had attended a Community Networking meeting.
- Attended the North Canterbury Musicals production of Les Misérables, which he described as superb.
- Noted that the Rangiora Town Hall 100-year Celebration Committee had commenced planning.
- Reported having an interesting discussion with the District Licensing Committee, as authorities had sought their views.
- Assisted with Meals on Wheels.

K Barnett:

- Reported that the Rangiora Players' building extension was underway. She noted that they were investigating whether building consent was required and, if so, that a grant was available to reduce the associated fees.
- Advised that the Rangiora High School Soroptimist Group was hosting a quiz night.

W Doody:

- Attended the Stock Movement Bylaw drop-in session in Oxford. Although attendance was low, those who did attend provided excellent feedback to staff.
- Attended the Courtenay Drive elderly housing opening. She noted that the project had been completed under budget and that other councils were now considering how to implement similar initiatives.

A Geeves:

- He provided the following update from the Waimakariri Access Group:
  - The Council was working towards becoming Hāpai accredited, a programme recognising businesses that meet accessibility standards and provide disability-awareness training for staff.
  - The Group had applied to the Council for funding towards bocce balls.
  - The Coreboard opening in Victoria Park was scheduled for 25 June 2026.
  - S Powell was stepping down as Chairperson due to her position as a Councillor.
  - A reroute of the number 1 bus to the Kaiapoi Bus Exchange was to be implemented due to the poor quality of one of the existing stops.

B McLaren:

- B McLaren's information update had been circulated as part of the agenda.
- North Canterbury Musicals' October 2026 production would be Little Shop of Horrors.
- .

R Brine:

- He reported that he had attended the Southern Community Hub meeting:
  - Representatives from the Rangiora Pipe Band and the Rangiora Bowls Club were present.
  - Peter Burley from Sport Guidance also attended and had provided a wealth of experience and knowledge drawn from establishing community hubs across the country.
  - A grant of $10,000 had been received from Sport Canterbury, which would contribute towards Mr Burley's services.

11. CONSULTATION PROJECTS

11.1. Stock Movement Bylaw 2026

https://letstalk.waimakariri.govt.nz/stock-movement-bylaw-2026

Consultation closed on Friday, 12 June 2026.

11.2. Head Start Pathway/Amalgamation

https://letstalk.waimakariri.govt.nz/head-start-pathway

Consultation closed on Sunday, 5 July 2026.

The Board noted the consultation projects.

12. BOARD FUNDING UPDATE

12.1. **Board Discretionary Grant**
Balance as at 31 May 2026: $7,247.

12.2. **General Landscaping Fund**
Balance as at 31 May 2026: $27,290.

The Board noted the funding updates.

13. MEDIA ITEMS

Nil.

14. QUESTIONS UNDER STANDING ORDERS

Nil.

15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

16. NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board was scheduled for 7pm, Wednesday 8 July 2026 in the Council Chamber.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.44PM.

CONFIRMED

_____
Chairperson

8 July 2026
_____
Date

Workshop 8.44pm to 9.32pm (Trim: 260626151544)

- *Speed Limits – S Binder (Senior Roading and Transportation Engineer)*
- *Discretionary Grant Funding Criteria Review – T Künkel (Governance Team Leader)*
- *Members Forum*

MINUTES OF THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI, ON MONDAY, 16 JUNE 2026, AT 5PM.

PRESENT

J Watson (Chairperson), R Keetley (Deputy Chairperson), T Bartle, A Campbell, P Redmond and S Stewart.

IN ATTENDANCE

B Cairns (Kaiapoi-Woodend Ward Councillor).

C Brown (General Manager Community and Recreation), K Straw (Civil Projects Team Leader), S Binder (Senior Transportation Engineer), K Rabe (Governance Advisor) and A Connor (Governance Support Officer).

There was one member of the public present.

1 APOLOGIES

Moved: J Watson Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives and sustains** apologies for absence from H Carroll and S Powell.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 18 May 2026

Moved: J Watson Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 18 May 2026, as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

There were no matters arising from the minutes.

4 DEPUTATIONS AND PRESENTATIONS

Nil.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 **Proposed Roading Capital Works Programme for 2026 / 27 and Indicative Three-year Programme** – K Straw (Civil Projects Team Leader) and J McBride (Roading and Transport Manager)

K Straw spoke to the report, which sought endorsement and feedback on the proposed Roading Capital Works Programme for the 2026/27 financial year and the three-year indicative programme beyond that. He noted the programme included Kerb and Channel Renewals, Footpath Renewals, Minor Safety Improvements, the New Footpath Programme and Public Transport Infrastructure. It did not include major roading projects where there was a specific budget in the Long Term Plan.

S Stewart questioned whether the renewal of bridge balustrades was included in the Roading Capital Works Programme. K Straw advised there were two separate budgets relating to bridges, the Bridge Component Renewal Programme and the Bridge Structural Maintenance Programme. The structural maintenance programme was managed by the Council's road maintenance contractor. The contractor was responsible for inspecting and condition-rating bridge and culvert components, identifying required works, and prioritising and programming them.

S Stewart sought clarification on how the Board could provide input into the proposed bridge renewal priorities. She raised particular concern regarding the Dudley Stream balustrades, noting that they were showing signs of deterioration. K Straw advised that this work would fall within the structural maintenance budget and undertook to pass on the Board's feedback.

S Stewart referred to the total programme value of $1.12 million and the carry-forward amount of $413,000 and asked why such a significant carry-forward occurred. K Straw advised that a number of Minor Safety Improvement Projects programmed for the 2025/26 financial year had not been delivered, resulting in funding being carried forward to the following financial year. He noted that approximately $100,000 of the carry-forward funding had not been allocated to specific projects. K Straw also advised that there had been significant underspend in the roadside Hazard Removal Programme.

In response to a further question from S Stewart, K Straw noted that changes were being made to the procurement approach for some work in the coming year, with the aim of improving programme delivery and reducing the likelihood of similar delays and carry-forwards occurring in the future.

J Watson noted that footpaths were provided along Fuller Street, Kaiapoi, up to the bend leading to the underpass, after which the pedestrian environment was in poor condition. She asked whether footpaths were proposed for that area. K Straw advised that the area had been identified for consideration as part of the proposed new Kerb and Channel Programme, which was currently being developed. He noted that the current programme did not include the underpass area; however, staff would take the feedback into account during programme development.

J Watson further noted that she had received correspondence from KiwiRail expressing concern about the number of pedestrians using the railway bridge near the Passchendaele Track and queried whether consideration had been given to constructing a footbridge. In response, K Straw advised that he was not aware of any budget provision or programme for a footbridge at that location. He noted that, during the development of the Walking and Cycling Network Plan, discussions had been held with KiwiRail regarding the possibility of formalising a safe pedestrian crossing on the railway bridge. However, KiwiRail had instead increased measures to deter public use of the bridge, including the introduction of significant penalties for unauthorised access.

R Keetley queried whether KiwiRail had considered installing a clip-on pedestrian walkway attached to the side of the existing railway bridge. K Straw confirmed that this had been one of the options discussed with KiwiRail and noted that KiwiRail had not been opposed to the concept; however, discussions had only been preliminary.

A Campbell sought background information on the Kaiapoi Roundabout Pedestrian Improvements project on Ohoka Road. K Straw advised that the project was intended to address issues associated with the existing pedestrian refuge on the Ohoka Road approach to the roundabout. He noted that the existing splitter island was too narrow and created difficulties for pedestrians using prams, mobility aids, and bicycles.

J Watson questioned whether there was a policy or standard relating to the provision of lighting at rural intersections, specifically highlighting the Tram Road/Flaxton Road intersection and the Johns Road/Fernside Road/Plasketts Road intersection. K Straw explained that the Council's Engineering Code of Practice had historically stated that no new flag lighting would be installed. However, he noted that the New Zealand Transport Agency (NZTA) had adopted a revised approach and had established a set of criteria that intersections were required to meet before lighting could be considered. He further advised that minor lighting improvements formed part of the programme and undertook to investigate what improvements could be implemented at the identified locations.

P Redmond asked whether there was an opportunity to include lighting on Skew Bridge as part of the minor lighting improvements programme, noting that the bridge was narrow and very dark at night. K Straw noted that he was not aware of any prior instances in which lighting had been provided on a bridge. However, he was also not aware of any legislative restrictions that would prevent such lighting from being installed and undertook to investigate the matter further.

S Stewart queried what improvements were proposed for the Easterbrook Road/Fernside Road intersection. K Straw advised that a consultant had undertaken a review of the West Rangiora Route Improvements several years earlier, resulting in a series of recommended intersection and lighting improvements. He understood that the proposed project involved installing a left-turn deceleration lane for vehicles turning onto Easterbrook Road.

In response to a further question from S Stewart, K Straw advised that the undergrounding of the main power services on Todds Road and Fernside Road had been substantially completed, enabling the remaining intersection improvement works to proceed. He noted that vehicles turning left from Todds Road into Fernside Road would be subject to give-way controls and that a right-turn lane would be provided on Fernside Road for vehicles turning into Todds Road. K Straw confirmed that Todds Road would continue to operate as a standard T-intersection and was intended to remain a single-lane approach. The design did not encourage two-lane traffic, as such movements could create safety issues.

R Keetley asked whether provisions had been made to review funding for roads such as Revels Road and Bush Road if they were to experience increased traffic volumes due to drivers using local roads to avoid a potential future toll route. K Straw observed that the programme was presented to the Board annually and that budgets from the 2027/28 financial year onwards were indicative only. He noted that future budgets and work programmes could be adjusted should demand increase or circumstances change.

B Cairns raised concerns regarding the recent increase in give-way and roundabout signage, particularly in the vicinity of the Kaiapoi Food Forest, and queried whether significant expenditure had been incurred, noting public feedback that some installations appeared excessive. K Straw noted that approximately $20,000 had been allocated for signage and road marking works, with the signage component completed and the road marking works still to be undertaken. He noted that he was not familiar with all of the locations referred to and undertook to investigate the matter further, including concerns relating to visibility and the perceived excessiveness of some installations.

Moved: J Watson Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** Report No. 260508111829.

(b) **Endorses** the 2026/27 DRAFT Proposed Roading Capital Works Programme (Trim: 260508111836).

(c) **Endorses** the indicative Roading Capital Works Programme for the 2027/28, 2028/29 and 2029/30 financial years.

(d) **Notes** that any feedback on the programme included with this report will be taken by staff at the Board meeting and incorporated into the final report which is proposed to be taken to the Utilities and Roading Committee in July 2026 for approval.

CARRIED

J Watson commented that the Roading Capital Works Programme for the 2026/27 financial year appeared to be well managed and comprehensive. She thanked staff for the report and expressed appreciation for the quality of information provided.

R Keetley concurred with J Watson's comments and noted that there appeared to be no contentious issues within the programme.

P Redmond thanked staff for the report and noted that it provided a valuable opportunity for the Board to provide feedback on areas where alternative priorities could be considered. He observed that members appeared generally satisfied with the programme and indicated his support for the report.

6.2 **Applications to the Kaiapoi-Tuahiwi Community Board's 2025/26 Discretionary Grant Fund** – K Rabe (Governance Advisor)

K Rabe introduced the report and advised that two grant applications had been received. She noted that the first application was from the Kaiapoi Pony Club. While the application appeared retrospective, as the funding request related to an event that had already occurred, it was received before the previous funding round deadline and had only been missed at the preceding meeting. She further advised that the application partially met the Board's Discretionary Grant criteria, as only 25% of attendees were from the Kaiapoi-Tuahiwi area.

T Bartle noted that the report indicated the Kaiapoi Pony Club had previously applied for funding for the same event and queried whether this rendered the application ineligible on the basis that it related to ongoing or annual operating expenditure. K Rabe advised that some Boards were reluctant to fund the same operating expense repeatedly. Where appropriate, applicants were encouraged to seek funding for specific projects or different aspects of an event. However, she noted that ambulance services represented a significant cost for many organisations and were often one of the most difficult expenses for groups to fund.

In response to a question from J Watson, K Rabe confirmed the Kaiapoi Pony Club had not applied to any other Community Boards

Moved: P Redmond Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 260521120983.

(b) **Approves** a grant of $750 to the Kaiapoi Pony Club towards the provision of St John Ambulance services at its annual one-day event to be held in June 2026.

CARRIED

P Redmond noted that previous applications had not been made in consecutive years and that it had been four years since the Board had last approved funding for the Kaiapoi Pony Club. He commented that the community would benefit from the provision of St John Ambulance services at the event, as although the service was primarily intended for event participants, members of the public attending the event could also benefit from its availability.

S Stewart concurred, noting that this was the Club's principal event for the year and indicated her support for the recommendation.

K Rabe advised that the second application was from the Menz Shed of Kaiapoi, which was seeking funding towards the purchase of a barbecue for its new premises. She noted that the group had previously received funding earlier in the financial year; however, this did not preclude consideration of a further grant, as the request related to a different project and the total funding received would not exceed $1,000. The barbecue would support the Menz Shed's fundraising activities and provide opportunities for social interaction within its new premises.

S Stewart queried whether any unallocated Discretionary Grant funding would be carried forward to the next financial year. K Rabe confirmed that the Council had resolved not to carry forward unallocated funds into the following financial year.

Moved: J Watson Seconded: T Bartle

(c) **Approves** a grant of $500 to the Menz Shed of Kaiapoi Inc towards the purchase of a BBQ.

CARRIED

J Watson expressed support for the application, noting it was encouraging to see the organisation re-establishing itself in its new location. She commented that any assistance the Board could provide to help the Menz Shed become fully operational again would be beneficial.

T Bartle concurred with J Watson's comments and noted that the application was straightforward and worthy of support.

B Cairns expressed strong support for the application, noting that the organisation had undertaken significant fundraising over the previous 18 months. He acknowledged the efforts of members who had worked tirelessly to support the Menz Shed and its relocation. He advised that other fundraising efforts were being directed towards the new building and that Board funding towards the purchase of a barbecue would be beneficial. He further noted that the Menz Shed provided important social and wellbeing benefits for its members and made a valuable contribution to the wider community through its volunteer work and projects.

P Redmond advised that he would be supporting the motion.

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for May 2026

J Watson reported the following:

- Attended a briefing on the Council's response to the Government's plan for amalgamation and the Pegasus Gold Course sale.
- The works on the Kaiapoi Bridge Balustrade would begin in June 2026.

- Attended the Kaiapoi Museum Annual General Meeting.
- Waimakariri Public Arts Trust:
  - Victoria Dowell, a Kaiapoi artist, had been commissioned for Rangiora's Kippenberger sculpture.
  - Met with a family who was offering money for a sculpture to commemorate their family.
- Attended the Waimakariri Events Workshop where a wide range of community members shared ideas on an events strategy for the future.
- Attended the official opening of the Courtenay Drive Elderly Housing Development. They Mayor and Matt Doocey spoke followed by a blessing from Ngai Tūāhuriri at the well-attended ribbon-cutting ceremony.

Moved: J Watson Seconded: P Redmond

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** the report from the Kaiapoi-Tuahiwi Community Board Chairperson.

CARRIED

9 MATTERS REFERRED FOR INFORMATION

9.1 Oxford-Ohoka Community Board Meeting Minutes 6 May 2026.

9.2 Woodend-Sefton Community Board Meeting Minutes 11 May 2026.

9.3 Rangiora-Ashley Community Board Meeting Minutes 13 May 2026.

9.4 Health, Safety and Wellbeing Report 17 Match to 21 April 2026 – Report to Council Meeting 5 May 2026 – Circulates to all Boards.

9.5 Zone Implementation Programme Addendum (ZIPA) Budget Reallocation in 2025/26 – Report to Utilities and Roading Committee Meeting 12 May 2026 – Circulates to all Boards.

9.6 Draft Annual Plan 2026-2027 Special Consultative Procedure – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.7 Drainage – Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.8 Water Supply - Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.9 Wastewater – Utilities and Roading Department Staff Submission to the Draft 2026/27 Annul Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.10 Staff Submission to the Annual Plan 2026/27 – Roading Budgets – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.11 Solid Waste– Utilities and Roading Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

9.12 Rangiora Airfield Governance Review 2026 – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

Moved: J Watson Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board

(a) Receives the information in Items 9.1 to 9.12.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

P Redmond:

- P Redmond's information exchange was circulated as part of the agenda.
- Attended the Big Brother Big Sisters event with guest speaker Kieran Read. They made a profit of $19,000, and the event was very successful.
- The Canterbury Mayoral Forum and the Greater Christchurch Partnership met regarding amalgamation.

T Bartle:

- T Bartle's information exchange was circulated as part of the agenda.
- Attended the Sterling Community Hub event. It was well worth attending and he encouraged members to attend any future events.
- Attended the Welcoming Communities Plan accreditation ceremony.
- Shingle removal from the Waimakariri River was proceeding. Some residents remained very unhappy and obtained legal advice that conflicted with the Council's; however, the Council supported its direction.

S Stewart:

- Kaiapoi Promotions Association (KPA):
  - The KPA's Annual General Meeting would be held on Wednesday 15 July 2026.
  - The KPA would be hosting an event for Matariki at the Kaiapoi Club. They were working through timing issues with the other Matariki Event being held in Kaiapoi.
  - KPA were looking to relocate to the old All Together Kaiapoi office on Sewell Street as they no longer had an office and were meeting at the CBK restaurant.
- Greypower:
  - Raised ongoing concerns about the speed of e-scooters and users on footpaths. They were taking the issue to the New Zealand Police and the Council.
- Attended memorial service for Jan Pentecost.
- Attended the Courtenay Drive Elderly Housing Development opening. The final cost came in under the estimate.
- Waimakariri Biodiversity Trust:
  - Dr Noah Davis, freshwater ecologist, was appointed as the new coordinator.
  - The Waimakariri MainPower Biodiversity Fund applications were open.
- Submitted a service request several months prior regarding dead weeds on the Kaikanui Stream bridge balustrade as well as the portion of the balustrade that was broken; however, it had no outcome.

  C Brown commented he would follow up with the Council's contractor regarding removing the dead weeds. He would follow up with the Roading Team regarding the balustrade.

B Cairns:

- B Cairns' information exchange was circulated as part of the agenda.
- Correspondence was received regarding Tuhoe Avenue in Beachgrove regarding vegetation hindering the visibility of children crossing the street. The Greenspace Team and the Council's contractor would be lowering the vegetation, which would cause issues.
- The NCF playground was almost completed.

  A Campbell questioned if the park would retain the name, NCF Park. C Brown stated that the Board had the delegation for the naming of Roads and Reserves; however, the name did have historic significance to the freezing works that were once located on the same site.

It was suggested that a storyboard detailing the history of the reserve name and site be included as part of the General Landscaping Budget project in the new financial year.

- Received several phone calls regarding the Sutton Tools site as a resource consent was received that would see approximately 22 residential sections.
- Attended Silverstream Reserve planting day. It was the largest attendance of any planting day. Since its conception, between 70-100,000 plants have been planted.
- Attended the Welcoming Communities accreditation ceremony. This was a government-funded three-year programme with an extensive array of events to help welcome people into the community.

S Powell:

- S Powell's information exchange was circulated as part of the agenda.

A Campbell:

- Attended the All Boards session on the Head Start amalgamation.
- Attended the Kaiapoi Museum Annual General Meeting.

R Keetley:

- Attended the Passchendaele Advisory Group quarterly meeting.
- Attended the All Boards session on the Head Start amalgamation and the Pegasus Golf Course.
- Attended Courtenay Drive Elderly Housing opening.
- Attended the Kaiapoi RSA monthly executive meeting.
- Attended the Kaiapoi Museum Annual General Meeting.
- Plants were being planted at the entrance to Kaiapoi. Commended the staff who were out working in the rain.

11 CONSULTATION PROJECTS

11.1 Head Start Pathway/Amalgamation

https://letstalk.waimakariri.govt.nz/head-start-pathway

Consultation closed on Sunday 5 July 2026.

The Board noted the consultation project.

12 BOARD FUNDING UPDATE

12.1 Board Discretionary Grant

Balance as at 31 May 2026: $4,089.

12.2 General Landscaping Budget

Balance as at 31 May 2026: $0.

The Board noted the funding update.

13 MEDIA ITEMS

Nil.

14 QUESTIONS UNDER STANDING ORDERS

Nil.

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

P Redmond acknowledged K Rabe's retirement and thanked her for her dedicated service to the Board over the past years.

16 NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board was scheduled for 5pm, Monday 20 July 2026 in the Kaikanui Room, Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 5.57PM.

CONFIRMED



_____
Chairperson

20 July 2026

_____
Date

Workshop (Trim: 260615141642) 5.57pm to 6.31pm

- *Speed Limits – S Binder (Senior Transportation Engineer)*
- *Discretionary Grant Funding Criteria Review – K Rabe (Governance Advisor)*
- *Members Forum*