



WAIMAKARIRI
DISTRICT COUNCIL

Council Agenda

Tuesday 6 October 2020

Commencing at 1.00pm

**Function Room
Rangiora Town Hall
303 High Street
Rangiora**

Members:

Mayor Dan Gordon
Councillor Neville Atkinson
Councillor Kirstyn Barnett
Councillor Al Blackie
Councillor Robbie Brine
Councillor Wendy Doody
Councillor Niki Mealings
Councillor Philip Redmond
Councillor Sandra Stewart
Councillor Joan Ward
Councillor Paul Williams

The Mayor and Councillors
WAIMAKARIRI DISTRICT COUNCIL

A meeting of the **WAIMAKARIRI DISTRICT COUNCIL** will be held in the **FUNCTION ROOM, RANGIORA TOWN HALL, 303 HIGH STREET, RANGIORA**, on **TUESDAY 6 OCTOBER 2020** commencing at **1PM**.

The meeting will be audio livestreamed on the Council website.

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. **CONFIRMATION OF MINUTES**

3.1. Minutes of a meeting of the Waimakariri District Council held on 1 September 2020

15 - 45

RECOMMENDATION

THAT the Council:

- (a) **Confirms** as a true and correct record the circulated minutes of a meeting of the Waimakariri District Council held on 1 September 2020.

3.2. Minutes of an extraordinary meeting of the Waimakariri District Council held on 22 September 2020

46 - 52

RECOMMENDATION

THAT the Council:

- (b) **Confirms** as a true and correct record the circulated minutes of an extraordinary meeting of the Waimakariri District Council held on 22 September 2020.

3.3. Minutes of the public excluded portion of a meeting of the Waimakariri District Council held on 1 September 2020

(Refer to the public excluded agenda)

3.4. Minutes of the public excluded portion of an extraordinary meeting of the Waimakariri District Council held on 22 September 2020

(Refer to the public excluded agenda)

MATTERS ARISING

4. DEPUTATIONS AND PRESENTATIONS

4.1. Opposition to proposed Quarry Operation

Marilyn Davidson, Jill Robinson and Tracey Dimmock-Rump will be present to talk to the Council regarding the petition they organised against a proposed quarry operation located at Rangiora Racecourse.

Please refer to Item 14.1 (Correspondence) for the recommendation to formally receive the petition.

5. ADJOURNED BUSINESS

Nil.

6. COVID-19 RECOVERY PLANNING / SHOVEL READY PROJECTS

6.1. Kaiapoi Stormwater and Flood Improvements – Shovel Ready Funding: Approval of Due Diligence Information and Delivery Strategy – H Davies (Project Engineer) and G Cleary (Manager Utilities and Roading)

53 - 127

RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 200918124114.
- (b) **Notes** that the total estimated cost of the project is \$18 million funded as follows: \$9 million will be contributed by Central Government, and \$9 million by the Council.
- (c) **Notes** that Council is required to submit a Due Diligence Information Request Form to Ōtākaro/Central Government and then sign a Funding Agreement and in order to secure the Shovel Ready funding.
- (d) **Notes** that a legal review of the Funding Agreement has been undertaken from Buddle Findlay and that this does not identify any unacceptable risks.
- (e) **Notes** that a separate report will be brought to Council on the potential impact to the Kaiapoi Urban Drainage rate, due to the advanced spend of budget allocated in the Long Term Plan.

- (f) **Authorises** staff to proceed with the proposed procurement strategy (TRIM 200907117583) and timeline for the delivery of the Kaiapoi Stormwater and Flooding Improvements Shovel Ready package.
- (g) **Endorses** the draft Due Diligence Information Request Form (TRIM 200826111470), including attachments to be submitted to Ōtākaro Limited.
- (h) **Agrees** to the terms of Funding Agreement with Ōtākaro Limited (TRIM 200922126123)
- (i) **Delegates** the authority to the Chief Executive and Manager Utilities and Roding to finalise and submit the Due Diligence Information Request Form and the final Funding Agreement to Ōtākaro.
- (j) **Circulates** this report to the Kaiapoi Tuahiwi Community Board for their information.

7. **REGENERATION**

Nil.

8. **REPORTS**

8.1. **Adoption of the Annual Report for the Year Ended 30 June 2020 – J Millward (Manager Finance and Business Support)**

128 - 165

RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 200922125676.
- (b) **Adopts** the Annual Report for the year ended 30 June 2020 (TRIM 200820108198).
- (c) **Approves** the Annual Report Summary for the year ended 30 June 2020 (TRIM 200914120854).
- (d) **Notes** the Net Surplus before taxation of \$2.8m is \$17.3m less than budget, and primarily relates to a \$5.5m accounting adjustment for interest rate swaps held under Council's treasury policy, \$6.2m less in Development contributions and \$3.1m less than budget for Vested assets transferred from developers.
- (e) **Notes** that the Covid-19 (Corona virus) had an impact on both the financial and non-financial performance of the council.
- (f) **Authorises** the Manager Finance and Business Support, in conjunction with the Chief Executive to make necessary minor edits and corrections to the Annual Report that may occur prior to printing.

8.2. Capital Projects Annual Report year to date ended 30 June 2020 – D Young (Senior Engineering Advisor)

166 - 202

RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 200916122892
- (b) **Notes** the progress of the capital projects as detailed below and in the attached spreadsheets.
- (c) **Circulates** this report to all Community Boards for their information.

8.3. Notification of Private Plan Change 30 – Ravenswood Developments Ltd – T Ellis (Development Planning Manager) and C Wood (Principal Policy Analyst)

203 - 338

RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 200921124980.
- (b) **Accepts** the plan change request from Ravenswood Developments Limited (as numbered PC 30) in accordance with clause 25(2) (b) of Schedule 1 of the Resource Management Act 1991 as lodged on 3 July 2020, and superseded in response to further information requested (included information dated 28 August 2020), as subject to any further relevant information received prior to the notification of Plan Change 30.
- (c) **Directs** staff to notify the Plan Change 30 by 30 October 2020.
- (d) **Notes** that this decision is procedural and does not signal support or otherwise for Plan Change 30.
- (e) **Notes** that Council lodge a submission seeking jurisdiction (scope) in relation to the following matters
 - i. Mechanisms – including changes to objectives, policies and rules inclusive of the ODP for the Ravenswood Commercial Area.
 - ii. Scale of the proposed KAC/Business 1 zone, and /or staging and sequencing in relation to commercial activity provision.
 - iii. A more accurate ODP will be sought to implement the intent of the Plan Change.
 - iv. Suggested text changes to objectives, policies and rules to improve legibility, clarity and use of concise language.
- (f) **Delegates** the Mayor and Chair of the District Planning and Regulation Committee (Cr Barnett) to signoff any Council submission on Private Plan Change 30.
- (g) **Notes** that a report on any Council submission will be brought to the next available Council/Committee meeting for ratification.

- (h) **Circulates** this report to the Woodend-Sefton Community Board for its information.

8.4. Bring Budget from 2021/22 to 2020/21 for Kaiapoi Town Centre Car Park – S Fauth (Project Engineer) and S Hart (Business and Centres Manager)

339 - 342

RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 200917123478
- (b) **Approves** \$95,000 of the Kaiapoi Town Centre budget (100243.000.5014) to be brought from 2021/22 to 2020/21 to cover construction costs for the Kaiapoi Town Centre portion of the car park adjacent to New World in Kaiapoi.
- (c) **Notes** that the construction contract has been awarded to Texco Excavating, for a sum of \$426,735.65, of which \$166,533.70 will be funded by the Kaiapoi Town Centre budget (100243.000.5014).
- (d) **Notes** that the contract award was approved by Management Team at their meeting on 7 September, 2020. Refer TRIM 200902115636.
- (e) **Notes** that the total Kaiapoi Town Centre budget is \$1,413,000, split across two years, and that a maximum of \$200,000 has been allocated to the carpark project. Therefore the expected total costs are within this available budget, and no other Kaiapoi Town Centre projects will be affected.
- (f) **Notes** that the Kaiapoi Town Centre budget currently has \$100,000 allocated for 20/21, and that a total of \$195,000 is needed to cover expenditure to date, construction costs, contingency and PDU fees.

8.5. Cemetery Strategy – L Beckingsale (Policy Analyst), M Harris (Customer Service Manager) and G MacLeod (Community Greenspace Manager)

343 - 383

RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 200915121942.
- (b) **Adopts** the Cemetery Strategy 2020-2039 and Action Plan.
- (c) **Notes** the Cemetery Action Plan will be reviewed on an annual basis to monitor progress towards strategy objectives.
- (d) **Notes** a further report will be developed including more detailed analysis of cemetery land requirements in the next ten years. This will take into account future population growth, land development, availability and capacity of current cemeteries to enable consideration of future requirements.
- (e) **Notes** the development of the Cemetery Policy is underway and a Council briefing will be undertaken on 8 December to discuss the elements of the policy.

8.6. Amendment to the Constituting Agreement of the Canterbury Regional Landfill Joint Committee – K Waghorn (Solid Waste Asset Manager)

384 - 402

RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 200924127649.
- (b) **Supports** amending the Constituting Agreement to permit attendance at meetings by audio or video links by inserting a new Clause 13 *“Attendance of meetings via telephone or video links from venues outside Christchurch is permitted. Such additional venues will be publicly notified in the same way as the main meeting is notified, and will be open to the public in the same way as the main meeting”.*
- (c) **Notes** that the rest of the Constituting Agreement remains unchanged.

8.7. Customer Satisfaction Survey 2019 – V Spittal (Senior Policy Analyst)

403 - 711

RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 200811102789.
- (b) **Circulates** this report and the public facing document (Trim 200921124867) to the Rangiora-Ashley, Kaiapoi-Tuahiti, Woodend-Sefton, and Oxford-Ohoka Community Boards for their information.
- (c) **Notes** the Customer Satisfaction Survey 2019 reports will be uploaded to the Council website and the availability of the public facing document, ‘Customer Satisfaction Survey 2019 - Key Findings’ will be publicly advertised.
- (d) **Refers** the Customer Satisfaction Survey 2019 reports to Unit and Department Managers for more detailed analysis and any LTP considerations.

8.8. 2021 Council Meeting Schedule – S Nichols (Governance Manager)

712 - 715

RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 200928128574.
- (b) **Adopts** the following meeting schedule for the period from 15 January to 24 December 2021 (as outlined in Trim 200727094741).

Ordinary Council Meeting Dates commencing at 1pm on the first Tuesday of the month:

2 February 2021, 2 March 2021, 6 April 2021, 4 May 2021 (Kaiapoi), 1 June 2021, 6 July 2021, 3 August 2021, 7 September 2021 (Kaiapoi), 5 October 2021, 2 November 2021 and 7 December 2021.

Council meetings relating to (Draft) Long Term Plan and Annual Report including submissions and hearings:

26, 27 and 28 January 2021, 23 February 2021, 5, 6, and 7 May 2021, 25, 26 and 27 May 2021, 15 June 2021 and 12 October 2021.

- (c) **Adopts** the following meeting schedule for the period from 15 January to 24 December 2021 for Committees:

Audit & Risk Committee commencing at 9am on Tuesdays:

16 February 2021, 16 March 2021, 18 May 2021, 20 July 2021, 21 September 2021 and 16 November 2021.

District Planning & Regulation Committee at 1pm on Tuesdays:

23 February 2021, 16 March 2021, 15 June 2021, 17 August 2021, 19 October 2021 and 14 December 2021.

Community & Recreation Committee at generally 4.00pm on Tuesdays:

23 February 2021, 23 March 2021 (3.30pm), 18 May 2021 (2.30pm), 22 June 2021 (1pm), 17 August 2021, 19 October 2021 and 14 December 2021.

Utilities & Roading Committee at 3.30pm on Tuesdays:

18 December 2020 (9am), 16 February 2021, 16 March 2021, 20 April 2021, 18 May 2021 (4pm), 22 June 2021, 20 July 2021, 24 August 2021, 21 September 2021, 26 October 2021, 16 November 2021, and 14 December 2021.

Mahi Tahi Joint Development Committee at 9am on Tuesdays:

9 February 2021, 23 March 2021, 20 April 2021, 22 June 2021, 17 August 2021, 19 October 2021, 14 December 2021.

Land and Water Committee at 1pm on Tuesdays

16 February 2021, 20 April 2021, 18 May 2021, 20 July 2021, 21 September 2021, and 16 November 2021.

District Licencing Committee at 9am on Fridays

26 February 2021, 26 March 2021, 30 April 2021, 25 June 2021, 27 August 2021, 24 September 2021, 29 October 2021 and 26 November 2021.

Waimakariri Water Zone Committee at 3.30pm on Mondays

1 February 2021, 1 March 2021, 3 May 2021, 2 August 2021 and 1 November 2021,

- (d) **Notes** the Waimakariri Water Zone Committee dates will be subject to further confirmation with Environment Canterbury, although it is anticipated that meetings will occur quarterly.
- (e) **Notes** the Mahi Tahi Joint Development Committee locations will be subject to further confirmation with our Ngāi Tūāhuriri partners.
- (f) **Notes** an additional Utilities and Roading Committee has been scheduled for 9am Friday 18 December 2021 due to the increased workloads related to Shovel-ready projects.

- (g) **Notes** the Community Boards will adopt their timetable at their meetings held during October and November 2020, as proposed in Trim document.
- (h) **Circulates** a copy of the finalised meeting times to the Community Boards for their reference.

8.9. Chief Executive Appointment Committee – Mayor D Gordon

716 - 720

RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 200928128475.
- (b) **Approves** the delegated authorities of the Chief Executive Review Committee, effective 7 October 2020 as per Trim 200929129773.
- (c) **Confirms** the membership of the Chief Executive Review Committee, continues as previously approved by the Council in November 2019, as Mayor Gordon, Deputy Mayor Atkinson, Councillors Brine and Williams.

8.10. Councillors Appointed to Outside Groups – S Nichols (Governance Manager)

721 - 723

RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 200928128471.
- (b) **Notes** Councillor Niki Mealings is appointed as an observer to the Coastal Hazards Working Group, administered by the Christchurch City Council as part of the Greater Christchurch Partnership work stream.
- (c) **Notes** Councillors Sandra Stewart is appointed as a Biodiversity Champion as part of the Mayoral Forum work stream, administered by Environment Canterbury.

9. MATTERS REFERRED FROM COMMITTEES AND COMMUNITY BOARDS

9.1. Proposed Closure of Stockwater Race R3K-2A – L Hurley (Technical Administrator) and K Simpson (3 Waters Manager)

(refer to attached copy of report no. 200525061060 to the Utilities and Roading Committee meeting of 15 September 2020)

724 - 742

RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 200525061060
- (b) **Approves** the closure of Stockwater Race R3K-2A.
- (c) **Notes** this section of race is 1,600m long, measuring from the top point which is approximately 580m North West of Siena Place at the junction

with Race R3K-2, and along Siena Place to the termination point 80m East of the Bradleys Road/Siena Place intersection.

- (d) **Notes** the closure of R3K-2A will increase the stockwater race rates payable for remaining users by 0.55%.
- (e) **Notes** drainage impacts will be assessed on a case-by-case basis where portions are proposed to be fill in by land owners.
- (f) **Notes** that, following the closure of R3K-2A, Council staff will advise affected property owners of maintenance arrangements, and discuss possible filling in of sections of the race where necessary.
- (g) **Notes** that following approval to close R3K-2A, application of an Archaeological Authority may be required as per requirements of *Heritage New Zealand Pouhere Toanga Act 2014*, in order to authorise earthworks associated with possible filling in of sections.

9.2. Water Conservation Strategy 2020 Update – C Roxburgh (Water Asset Manager)

(refer to attached copy of report no.200430050409 to the Utilities and Roading Committee meeting of 15 September 2020)

743 - 814

RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 200430050409.
- (b) **Notes** that the Council's Water Conservation Strategy, which was first adopted in 2010, has been revised to bring up to date with recent data and methodology.
- (c) **Adopts** the 2020 revision of the Water Conservation Strategy, noting that the branding of the document will be updated to match Council's current style guidelines, subsequent to the adoption of the strategy.
- (d) **Notes** that Council did not meet its mandatory performance measure target of 22% of real water loss from the networked reticulation network in 2019/20.
- (e) **Notes** that Council met its previous performance measure target of water losses being less than 240 litres per connection per day at a district level in 2019/20.
- (f) **Notes** that Council met its recently adopted elective performance measure of achieving an Infrastructure Leakage Index (ILI) of better than or equal to B at a district level in 2019/20.
- (g) **Notes** that Council met its recently revised performance measure targets for reasonable water use on both average and peak days, when assessed at district level in 2019/20.
- (h) **Notes** that Council did not meet its performance measure target regarding checking that properties on restricted schemes are receiving their correct allocation of units, due to insufficient data being available to perform this analysis.

- (i) **Notes** that actions are identified within this report and within the updated Water Conservation Strategy document outlining steps that will be taken to improve performance against these measures.

10. **HEALTH & SAFETY**

10.1. **Health and Safety Report October 2020 – J Palmer, (Chief Executive)**

815 - 826

RECOMMENDATION

THAT the Council:

- (a) **Receives** report No 20091712379.
- (b) **Notes** that there are no significant Health and Safety issues at this time, and that WDC is, so far as is reasonably practicable, compliant with the Person Conducting a Business or Undertaking (PCBU) duties of the Health and Safety at Work Act 2015.
- (c) **Notes** that all temporary/permanent moves are in place to accommodate phase one of the Rangiora Service Centre Refurbishment Project, and that construction works commenced on Monday 21 September.

11. **COMMITTEE MINUTES FOR INFORMATION**

11.1. **Minutes of a meeting of the Mahi Tahi Joint Development Committee held on 18 August 2020**

827 - 829

11.2. **Minutes of a meeting of the Community and Recreation Committee held on 18 August 2020**

830 - 838

11.3. **Minutes of a meeting of the Waimakariri Water Zone Committee held on 7 September 2020**

839 - 845

11.4. **Minutes of a meeting of the Audit and Risk Committee held on 15 September 2020**

846 - 851

11.5. **Minutes of a meeting of the Utilities and Roading Committee held on 15 September 2020**

852 - 859

RECOMMENDATION

THAT Items 11.1 – 11.5 be received for information.

12. **COMMUNITY BOARD MINUTES FOR INFORMATION**

12.1. **Minutes of a meeting of the Kaiapoi-Tuahiwi Community Board meeting of 17 August 2020**

860 - 870

12.2. **Minutes of a meeting of the Oxford-Ohoka Community Board meeting of 2 September 2020**

871 - 879

12.3. **Minutes of a meeting of the Rangiora-Ashley Community Board meeting of 9 September 2020**

880 - 889

12.4. **Minutes of a meeting of the Woodend-Sefton Community Board meeting of 14 September 2020**

890 - 898

RECOMMENDATION**THAT** Items 12.1 – 12.4 be received for information.**13. REPORTS FOR INFORMATION****13.1. Eastern Districts Sewer Scheme 2019 – 2020 Annual Monitoring Report – G Hutchison (Wastewater Asset Manager)**

899 - 957

13.2. Approval of Ohoka Water Safety Plan – C Roxburgh (Water Asset Manager)

958 - 1087

(Items 13.1 and 13.2 reports to the Utilities and Roading Committee meeting of 15 September 2020)

RECOMMENDATION**THAT** Items 13.1 – 13.2 be received for information.**14. CORRESPONDENCE****14.1. Petition to say no to proposed Quarry at Rangiora Racecourse****RECOMMENDATION****THAT** the Council:

- (a) **Receives** the petition (Trim 200903116615) in opposition to the proposed quarry at Rangiora Racecourse.
- (b) **Refers** the petition to the Council's Planning Manager and the Rangiora-Ashley Community Board.

*(the petition will be circulated to Councillors separately)***15. MAYOR'S DIARY****15.1. Mayor's Diary 26 August – 29 September 2020**

1087 - 1091

RECOMMENDATION**THAT** the Council:

- (a) **Receives** report no. 200930129923.

16. COUNCIL PORTFOLIO UPDATES**16.1. Iwi Relationships – Mayor Dan Gordon****16.2. Canterbury Water Management Strategy – Councillor Sandra Stewart****16.3. International Relationships – Deputy Mayor Neville Atkinson****16.4. Regeneration (Kaiapoi) – Councillor Al Blackie****16.5. Climate Change and Sustainability – Councillor Niki Mealings**

17. QUESTIONS*(under Standing Orders)***18. URGENT GENERAL BUSINESS***(under Standing Orders)***19. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED***Section 48, Local Government Official Information and Meetings Act 1987***RECOMMENDATION**

THAT the public be excluded from the following parts of the proceedings of this meeting.

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	Minutes/Report of	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
19.1	Minutes of the public excluded portion of the Council meeting of 1 September 2020	Confirmation of Minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.2	Minutes of the public excluded portion of the Extraordinary Council meeting of 22 September 2020	Confirmation of Minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.3	Deputation – Property Owners	380 Rangiora-Leithfield Road	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.4	Report of C Brown (Manager Community and Recreation)	Coldstream Road Tennis Development Heads of Agreement	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.5	Report of C Sargison (Project Manager – Multi-Use Sports Facility)	Stadium Naming	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) 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 which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Item N°	Reason for protection of interests	Ref NZS 9202:2003 Appendix A
19.1 – 19.5	Protection of privacy of natural persons. To carry out commercial activities without prejudice	A2(a) A2(b)ii

CLOSED MEETING

See Public Excluded Agenda

OPEN MEETING

20. **NEXT MEETING**

The next scheduled ordinary meeting of the Council is on Tuesday 3 November 2020 at 1pm be held in the Function Room, Rangiora Town Hall, 303 High Street, Rangiora.

MINUTES OF THE MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL, HELD IN THE UPSTAIRS MEETING ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI, ON TUESDAY 1 SEPTEMBER 2020 COMMENCING AT 1.00pm.

This meeting was audio-streamed on the Council website due to Covid-19 Government directive.

PRESENT

Mayor D Gordon Deputy Mayor N Atkinson, Councillors K Barnett, A Blackie, R Brine, W Doody, N Mealings, P Redmond, S Stewart, J Ward and P Williams.

IN ATTENDANCE:

J Palmer (Chief Executive) (departed 4.15pm), J Millward (Manager Finance and Business Support), G Cleary (Manager Utilities and Rooding), C Roxburgh (Water Asset Manager), M O'Connell (Senior Policy Analyst), K Simpson (3 Waters Manager), K LaValley (Project Delivery Manager), D Young (Senior Engineering Advisor), R Hawthorne (Property Manager), S Nichols (Governance Manager), A Radford (Asset Information Management Team Leader and Fleet Manager), P Christensen (Finance Manager), S Kong (Community Facilities Coordinator), M Flanagan (Landscape Planner, District Regeneration), S Allen (Water Environment Advisor), S Nichols (Governance Manager) and A Smith (Governance Coordinator).

1. APOLOGIES

Moved Councillor Atkinson

Seconded Councillor Ward

THAT an apology for absence be received and sustained from Councillor Blackie.

CARRIED

2. CONFLICTS OF INTEREST

Councillor R Brine noted a conflict of interest with Item 8.8 *Replacement Vehicle for Community Patrol*, relating to his role in the Police.

3. CONFIRMATION OF MINUTES

3.1 Minutes of a meeting of the Waimakariri District Council held on 4 August 2020

Moved Councillor Ward

seconded Councillor Doody

THAT the Council:

- (a) **Confirms** as a true and correct record the circulated minutes of a meeting of the Waimakariri District Council held on 4 August 2020.

CARRIED

3.2 Minutes of the public excluded portion of a meeting of the Waimakariri District Council held on 4 August 2020

Refer to the public excluded minutes.

MATTERS ARISING

There were no matters arising.

4. DEPUTATIONS AND PRESENTATIONS

There were no deputations or presentations.

5. ADJOURNED BUSINESS

There was no adjourned business.

6. COVID-19 RECOVERY PLANNING

6.1 Community Team Update – COVID-19 Social Recovery – S Hart (Recovery Manager) and T Sturley (Community Team Manager)

T Sturley and S Hart presented the report which provided an overview of Community Team activity, related to the key social project areas, for COVID-19 social recovery.

T Sturley highlighted the \$690,000 funding acquired from central government towards the establishment of a food secure district and the associated community hub development for Kaiapoi. The Rata Foundation and the Department of Internal Affairs have also both expressed interest in supporting the project. The Ministry of Social Development have offered their support via part funding through a flexi-wage scheme which aims to assist people into work who are not currently working or have been affected by redundancy into meaningful employment by way of subsidy. The report seeks approval of \$24,600 from designated Covid Recovery funding to cover the facilitation role between October 2020 to March 2021. This will then be reviewed which will give an indication if there is central government funding or philanthropic funding to resource this further.

T Sturley referred to a graph in the report which showed the number of people seeking employment in the district in July 2020 was double that of July 2019. This does not take into consideration the COVID-19 wage subsidy and it is anticipated that more people seeking employment will increase significantly when this subsidy is removed. The social services and health sector networks are seeing a significant increase in people with anxiety and depression. Foodbanks are seeing an increase in demand and this is also expected to increase once the wage subsidy is removed. Social isolation was highlighted over the COVID response period, which identified that older people do not have access to services, particularly in an emergency. It also highlighted digital isolation as an issue. Issues are being addressed by mainstream community development.

Food security is a means to address the issue of increased demand on the foodbanks, which has been evidenced since lockdown. The food security programme is a means to address the issue of helping people with a “hand up” rather than a “hand out”. This includes creating a place where people can go and learn the basic skills for better quality of life and make them more independent. The Hope Community Trust in Rangiora provides some of this service to people, linking to social services support, linking into meaningful activities and assisting people into housing and employment.

T Sturley concluded that the main focus of this report is the potential development of a food secure hub and also information on the work carried out in recent months relating to social recovery. Another key project highlighted the future development of a self-help website where people can go to find out information, which is proposed to be externally funded.

T Sturley provided information on the proposal by Work and Income, who have agreed to offer \$433 per week for a period of twenty-four weeks, (\$10,400), which is approximately a third of the resources needed to facilitate these projects. The additional funding would come from the COVID-19 Recovery Fund.

Following a question from Councillor Doody on where a temporary staff member would be based, T Sturley advised they would be based in the existing facility in a desk share arrangement. The person needed for this role would have strong community development experience and very good understanding of the district and the ability to facilitate projects.

Councillor Williams asked if this project was overlapping with any other social service support that is already available in the district. T Sturley confirmed that this was not the case and there is a gap in this area of social services.

T Sturley responded to Councillor Barnett's question on how the Community Hub in Kaiapoi would benefit places such as Rangiora and Oxford, advising that it is planned to centralise resources, with Satisfy Food Rescue needing to move to bigger premises. The cost of the hub premises itself would be funded from other external sources.

Councillor Barnett asked if the Council was working with Christchurch City Council and looking at any cross over that works both ways. T Sturley said it is important that this funding is available for use here in Waimakariri and that is where this funding is targeted for.

Councillor Redmond sought clarification of the funding timeframe. T Sturley confirmed that Work and Income have agreed to provide funding for six months but there will also be external funding sought to fund the project following that period. Further information will be provided to the Council in early 2021 advising if further funding has been secured.

Moved Councillor Doody

Seconded Councillor Mealings

THAT the Council:

- (a) **Receives** report No. 200820107905.
- (b) **Notes** the acquisition of \$690,000, including GST, over two years, in the second round of the Ministry of Social Development Food Secure Communities fund. This will contribute to the establishment of a more food secure, educated and empowered Waimakariri District, as detailed in items 4.2 and 4.3 of this report.
- (c) **Notes** that Satisfy Food Rescue is the designated fund holder for this grant.
- (d) **Notes** that Rata Foundation and Department of Internal Affairs have expressed interest in supporting the food security base, social aspects of the Kaiapoi community hub and associated education centre, detailed in 4.2 and 4.3 of this report and in the attached Kaiapoi Community Hub overview.
- (e) **Notes** that central government funding is designated for project costs and therefore cannot be used for the facilitation of key projects associated with the social recovery of our District.
- (f) **Notes** that Work and Income have agreed to contribute \$433 per week, for a period of 24 weeks, totalling \$10,400, or approximately one third of the full cost of a backfill role for six months. This would allow sufficient time for alternative options to be explored, while ensuring that the momentum to date is not lost and that there is no detrimental effect on existing community development support service level across the District.

- (g) **Approves** the allocating \$24,600 from designated COVID Recovery funding to cover this short term provision from October 2020 to March 2021.
- (h) **Notes** that this be will reviewed in February 2021, in line with a social recovery progress review. At that point, staff will have an indication as to whether there is potential for central government or philanthropic funding.

CARRIED

Councillor Doody thanked staff for their work in this area and for securing this funding.

Councillor Barnett offered congratulations for the securing funding and also extended commendation to Nikki Carter for her work. It was suggested that the Council could work a bit closer with Christchurch City Council as Councillor Barnett had observed people from north Christchurch using Waimakariri facilities.

Mayor Gordon commended T Sturley on her work with the community and on acquiring funding support from Work and Income. He remarked it is important work being done and there is a lot of "new at risk" people in the community. Mayor Gordon endorsed the report.

In her right of for reply, Councillor Doody also extended thanks to the entire staff of the Community Team and the work that they the community do.

6.2 COVID-19 Economic Recovery Report – S Hart (Recovery Manager) and T Sturley (Community Team Manager)

S Hart and T Sturley were present for consideration of this report which provided an update on recent COVID-19 planning work and programme delivery with regards to the economic recovery environment. S Hart highlighted some points in the report including the behaviour of retail spending in relation to the Alert Levels at the time. When looking at the economic impact, it was pointed out that other variables also need to be considered such as low mortgage interest rates and the impact on the housing market, the end of wage subsidy, people not able to travel overseas and many expat New Zealanders returning home to New Zealand to live. There are some areas of retail that are hurting more than others.

Mayor Gordon is leading the Economic Recovery Advisory Group and S Hart provided an update on this group, which had met on 20 July. This group includes key local leadership figures from retail, manufacturing, tourism, construction, development infrastructure and farming sectors.

Staff are continuing to monitor the situation and will be working with the ERAG after the general election. A further update will come back to the Council after this time.

Moved Councillor Atkinson

Seconded Mayor Gordon

THAT the Council:

- (a) **Receives** report No. 200821108420.
- (b) **Notes** the update information provided in this report relating to economic recovery planning and activities.
- (c) **Notes** the ongoing and evolving nature of the COVID-19 pandemic recovery environment is being monitored by staff, and recovery planning continues to evolve as required. Further reports and updates will be

brought to Council as required, and might include further requests for funding from the approved COVID-19 Recovery Budget to ensure ongoing recovery activities that cannot be funded by other means are supported appropriately.

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

CARRIED

Councillor Atkinson thanked staff for the information provided in this report.

Mayor Gordon noted this is a difficult period of time, but is encouraged by some indicators. The overall effect of the lockdown and alert levels is as yet unknown on this district,

7. REGENERATION

Nil.

8. REPORTS

8.1 Poyntzs Road Water Supply Advisory Group – C Roxburgh (Water Asset Manager)

C Roxburgh presented this report seeking approval for the establishment of the Poyntzs Road Water Supply Advisory Group and the Terms of Reference for this group. Background information was provided on the forming of this Advisory Group, which was initially to have been a combined with the West Eyreton and Summerhill Water Supply Advisory Group. After the first public meeting was held, it was decided that it would be better to have a separate Poyntzs Road Water Supply Advisory Group to deal with any issues or concerns dealing specifically with this water supply. This report also requests the appointment of another Councillor to the group to join Councillor Williams, who is the portfolio holder for 3waters.

Both Councillor Doody and Councillor Mealings indicated their interest in being members of this Water Supply Advisory Group. After brief discussion it was agreed by all members, that both Councillors be appointed.

Moved Councillor Williams

Seconded Mayor Gordon

THAT the Council:

- (a) **Receives** report No. 200813104493.
- (b) **Approves** the establishment of the Poyntzs Road Water Supply Advisory Group.
- (c) **Appoints** Councillor Williams given he is the portfolio holder for water, and Councillors Doody and Mealings to act as Council representatives on the Poyntzs Road Water Supply Advisory Group.
- (d) **Requests** that the Oxford Ohoka Community Board appoint a community board member to the Poyntzs Road Water Supply Advisory Group.
- (e) **Approves** the proposed terms of reference for the Poyntzs Road Water Supply Advisory Group.

- (f) **Notes** that staff have invited nominations from residents for the group, in anticipation of the group being established.
- (g) **Circulates** this report to the Oxford-Ohoka Community Board for their information.

CARRIED

Councillor Williams said it is important for the Council to understand the concerns of the community and to deal with these issues.

Mayor Gordon was supportive of having both the Councillors for this ward on this Advisory Group.

Councillors Doody and Mealings both commented on the importance for the Council to consult with the Poyntz Road people only on this project. The previous plan to have a group for the amalgamated schemes would have been too big a group.

Councillor Redmond noted that he is very keen to see this matter progress, with this scheme being the only one in the district that is not compliant with the Drinking Water Standards.

8.2 Flaxton Road Upgrade – Recommended Scheme Design Change – D Young (Senior Engineering Advisor) and F Scales (Senior Project Engineer)

F Scales and D Young presented the report with F Scales providing a summary of background information including advising the project will likely significantly exceed the total budget available. The previously approved scheme design (approved by the Utilities and Roading Committee in May 2020), has since indicated an embankment stability risk, with the shared path located on the western side of Flaxton Road. This had the potential to impact on the project budget and the preferred option is to relocate the shared pathway to the eastern side of the road, between Southbrook Road, and the Resource Recovery Park. From here to Kingsford Smith Drive, there will be a 1.5m wide footpath to complete the connection.

D Young then spoke on the consultation process with the Rangiora-Ashley Community Board and meeting key timeframes as noted in the report. As a result, additional recommendations were suggested to be included in this report. It was confirmed that the Rangiora-Ashley Community Board have been briefed on this project and a further report will be going to the Board. It will also be beneficial to have a further briefing with them after the consultation so they are aware of the feedback that the Council has received. This consultation process will include a door knock with all Flaxton Road businesses to provide information on the amended design. There will also be a drop-in session arranged at the Soda Café. This will be an opportunity to hear what business owners have to say on this project. Councillors and Community Board members will be advised of the details of when this drop in session is to be held.

D Young also mentioned the Fernside/Flaxton Road intersection roundabout upgrade which is a separate project. There will be a gap between these two projects with the beginning and end of the upgrades on the road. D Young said it is proposed to have discussions with the landowner neighbouring the road and it may be possible that any upgrades to this stretch of the road will take place in conjunction with the property development. One exception is that there is no link to the stormwater management area and there is none currently intended in this design. There will need to be consideration given to options extending the upgrade passed Soda Cafe to allow for this access and further information on this will be provided to the Council in due course.

Councillor Atkinson sought clarification on the report comments regarding the possible future cycle link to the Passchendaele Memorial Path. D Young advised that there is an additional strip being considered for procurement alongside the Resource Recovery Park to assist with Resource Recovery Park activities. There is a possibility of a cycleway being included to link with the Passchendaele Memorial Path at the other end. If this is not practical, the option of continuing the cycleway down Flaxton Road to the new proposed roundabout and left into Fernside Road to link up the Passchendaele Memorial Path will also be included in the proposal. D Young said there would be reluctance to build both these pathways linking up with the Passchendaele Memorial Path, but there are several matters to be considered before a decision is made on the preferred option.

Councillor Brine asked if it is anticipated there would be any resistance from business owners along Flaxton Road on this proposed new layout. Staff anticipated there could be objections from businesses that have high boundary fences and the proximity to vehicles entering and exiting their premises, to the cycleway. This may be perceived as an added danger. Some safety measures have been incorporated into the project, including judder bars and safety markings and been safety audited, which has indicated it is “do-able” but not ideal. Councillor Brine noted that he does not see a lot of cyclists using this stretch of roadway, but did acknowledge the “build it and they will come” sentiment. D Young noted that if new linkages emerge, it may well become more popular at that point.

Councillor Ward noted the shared pathway passed the proposed development on the Fernside/Flaxton Road corner would be beneficial and this was supported by staff. Councillor Ward also asked if consideration was being given to having “Stop” signs or “Give Way” signs in the driveways of business, as a safety measure. D Young noted that there needs to be careful thought given to the interface between cyclists and people exiting the businesses.

Councillor Stewart spoke of the shared pathway being moved to the eastern side of Flaxton Road and that this allows for an additional ten informal car parking spaces. D Young provided an explanation on the building up of the shoulder to allow for parking spaces. It is noted the parking will be along the northern end where there is more demand for parking.

Following a question from Councillor Barnett, D Young confirmed that the inclusion of the additional recommendations (i) and (j), will not delay the timeline for this project.

Moved Councillor Williams Seconded Councillor Atkinson

THAT the Council:

- (a) **Receives** report No. 200818106390.
- (b) **Notes** that during the design development stage, an embankment stability risk was realised that has the potential to significantly impact the project budget;
- (c) **Approves** the recommended scheme design for the Flaxton Road Upgrade that is based on constructing a shared path on the eastern side, as being suitable for consultation, subject to a satisfactory safety audit outcome, and endorsement by the Rangiora-Ashley Community Board
- (d) **Approves** staff proceeding to the detailed design stage in order to ensure that agreed timeframes are met, noting that if the design changes as a result of consultation that there may be some additional time and cost implications.

- (e) **Notes** that the recommended design will result in an additional 10 informal car parks being retained.
- (f) **Notes** that the estimated cost of the recommended scheme design (including 15% contingency) is \$1,984,000 which exceeds the existing budget of \$1,905,300 by \$78,700.
- (g) **Notes** that because the budget shortfall is relatively small, no additional budget is sought at this time as there will be the option of reducing scope (and therefore costs) if needed once tenders are received.
- (h) **Notes** the proposed programme, as included in section 7.3.7.
- (i) **Notes** that a report will be brought back to the Council after the consultation seeking a confirmed scheme design.
- (j) **Notes** that the Rangiora Ashley Community Board will be informally consulted about the feedback from the consultation prior to the Council meeting.
- (k) **Notes** that staff will need to obtain authorisation from the COVID-19 procurement panel for the appropriate time to put the Flaxton Road Upgrades project out to tender.
- (l) **Circulates** this report to the Rangiora-Ashley Community Board (RACB) and Ngāi Tūāhuriri Rūnanga for their information.

CARRIED

Councillor Williams said it is important for this project to progress and improve this stretch of road as it will be good for the community.

Councillor Atkinson approved of the shared pathway being located on the eastern side of Flaxton Road and that this is a sensible move, with the ability for cyclists to easily link up with the Passchendaele Memorial Path.

Councillor Mealings also supported the shared pathway being developed on the eastern side of Flaxton Road. Councillor Mealings noted that currently there are not a lot of cyclists on this road because it is considered dangerous and anything that the Council can do to make this a safer option is a good move. Having this on the eastern side will effect fewer businesses than if it was on the western side, she noted.

Mayor Gordon noted that this is an area of high interest and is well overdue for an upgrade. He acknowledged the concern with the loss of parking for some businesses but there is also a need to have road safety outcomes achieved. Mayor Gordon extended thanks to D Young for his work on this proposal.

Councillor Barnett acknowledged that there had been valid reasons why the first plan had the shared pathway on the western side of the road, noting the power poles on the eastern side. This is a gateway to Rangiora, and an important commercial hub and suggested that any changes to the scope need to be brought back to the Council. She thanked staff for their work and was supportive of this recommendation.

Councillor Stewart noted this is a good outcome, especially with the cost not being significantly different from the original and is encouraged about the planned beautification of the spring-fed stream. Councillor Stewart is also pleased about the additional 10 car parks, plus the 31 in the new preferred option.

Councillor Redmond supported the recommendation, remarking this will be an asset for the community, but noted concern over the consultation with the business owners on the eastern side. If there are issues raised during this consultation, it is presumed there will be further report back to the Council for further discussion. Mayor Gordon confirmed that as noted in the timeline a further report will come back to the Council in October.

In reply, Councillor Williams believes having the pathway on this side of the road is safer and there is more truck and vehicle movements on the western side. Also acknowledged the saving of the ten extra car parking spaces is a bonus.

8.3 Delegation to Award Tenders – D Young (Senior Engineering Advisor)

D Young presented this report, which is a time-driven request, as this does not fit with the Council meeting schedule and to stay with the tight timeframe of construction this year. The report requests delegation and authority to the Chief Executive and the Mayor to approve the tender.

Moved Councillor Williams Seconded Councillor Brine

THAT the Council:

- (a) **Receives** report No. 200819107121.
- (b) **Delegates** authority to award the tender for 'Contract 20/15 Flaxton Road Fernside Road Intersection Improvements' to the Chief Executive and the Mayor, provided the tender price does not exceed the budget of \$1.66million by 20%, noting the current estimate of \$1.90million.
- (c) **Notes** that if additional funding is required, it will be found from existing budgets, and reported back to the Council.
- (d) **Circulates** this report to the Rangiora-Ashley Community Board.

CARRIED

8.4 Pentacost Road Stormwater Main and SMA – Request to Bring Budget Forward – K Simpson (3 Waters Manager)

K Simpson presented this report, seeking approval to bring forward budget from the 2021/22 financial year to the current financial year to allow for the construction of the Pentecost Road Stormwater Main and Stormwater management area. This construction budget was originally pushed out to this year due to uncertainty with the Covid-19 pandemic. The developer has now continued on with the development in the area between Townsend Road and Pentacost Road and anticipates houses will begin being constructed in February 2021. It was pointed out that the design budget was still retained in this current financial year and the Project Delivery Unit have continued with the design work for this project. As a result, the works can be tendered in September and work completed through to March next year.

Councillor Williams asked if this work would have any impact on the Shovel Ready projects and will drainage contracts be completed on time. K Simpson acknowledged that for staff, with both stimulus and shovel ready projects it will be quite demanding on internal staff resources. It was noted that the engineering design work is almost completed and indications from the contractors is that it is a good time to secure competitive quotes.

THAT the Council:

- (a) **Receives** report No. 20082010.7880
- (b) **Approves** bringing forward the following budgets to allow for the construction of the Pentecost Road Stormwater Main & SMA:
 - Pentecost Road Stormwater Main LOS - bring forward \$608,000 from 2021/22 to 2020/21
 - Pentecost Road Stormwater Main Growth - bring forward \$152,000 from 2021/22 to 2020/21
 - Pentecost Road SMA LOS - bring forward \$176,000 from 2021/22 to 2020/21
 - Pentecost Road SMA Growth - bring forward \$44,000 from 2021/22 to 2020/21.
- (c) **Notes** that the total existing budget of \$1,150,000 for this work remains unchanged.
- (d) **Circulates** this report to the Rangiora-Ashley Community Board for its information.

CARRIED

8.5 Kaiapoi Stormwater and Flood Improvements – Request to Bring Budget Forward – K Simpson (3 Waters Manager) and G Cleary (Manager Utilities and Roding)

K Simpson spoke to this report, noting that this is the first of many reports that will come to the Council for consideration on Shovel Ready funding. The report requests that the budget from the 2021/22 and 2022/23 financial years be brought forward to align with fast tracking the Kaiapoi Stormwater and Flood Improvement projects as a Government funded shovel-ready project over the next 24 months. There will be two further reports to the October Council meeting – firstly to provide a better overview of the proposed structure to deliver the shovel ready work integrating with the stimulus work. The second report will cover the funding aspect, which will look at three areas; firstly the funding agreement for the Council sign with the Crown for shovel ready funding, secondly a request for new budget once that agreement is signed, and thirdly is the impact on the Kaiapoi urban drainage rate. This is predicted to increase quite substantially, irrespective of shovel ready funding.

Councillor Williams spoke on the funding for this project, noting that the Kaiapoi urban drainage rate is anticipated to increase by approximately 50%. It was noted that a significant amount of the flow of water coming into Kaiapoi is from outside the area, enquiring if there was any consideration being given to rate funding being spread to further outside the Kaiapoi area. K Simpson said it is intended to address these issues in further reports to the Council in October. There will be range of different options presented but it is a challenge on how to make this equitable.

THAT the Council:

- (a) **Receives** report No. 200820107619.

- (b) **Notes** the establishment of the Project Control Group in accordance with the attached Terms of Reference.
- (c) **Notes** that a separate report on Elected Member engagement on this Shovel Ready Project, as well as the Stimulus Funding Projects, will be provided at the October Council meeting.
- (d) **Approves** the following budget changes to achieve the are proposed to match the expected spend profile for the Kaiapoi Stormwater and Flood Improvements project to meet the Government timeframes:
- Feldwick Pump Station Upgrade bring forward \$240,000 from 2022/23 to 2021/22
 - Feldwick Drain Catchment Improvements bring forward \$130,000 from 2022/23 to 2020/21 and \$2,970,000 from 2022/23 to 2021/22
 - Parnhams Drain Catchment Improvements bring forward \$2,500,000 from 2022/23 to 2021/22.
- (e) **Notes** that the total existing budget of \$9,129,000 for this work remains unchanged.
- (f) **Notes** that the total project costs is estimated at \$18 million, which is being 50% funded from Central Government's "shovel-ready" package and 50% from existing Council budgets under the Kaiapoi Urban Drainage account.
- (g) **Notes** that Kaiapoi Urban Drainage rate may increase quicker than currently predicted and may be marginally higher in future years, due to the advanced spend of the budget, however this could be offset by smoothing of rates should this be necessary depending on the spend profile and timing of grant payments from Government.
- (h) **Notes** that while there is a marginal increase in the Kaiapoi Urban Drainage long term, these ratepayers directly benefit from the Government Shovel Ready Projects funding.
- (i) **Notes** that a separate report will be brought to Council on options to manage the increase in the Kaiapoi Urban Drainage rate once the potential impact has been understood.
- (j) **Circulates** this report to the Kaiapoi-Tuahiwi Community Board for its information.

CARRIED

Councillor Atkinson supported this opportunity that has been presented to the Council but cautioned there will be issues to be addressed regarding funding when these are presented to the Council. Councillor Atkinson encouraged members to all support this recommendation.

Councillor Ward supported this project progressing and this also will be an opportunity for employment in the district and this will help to future proof against flooding in the Kaiapoi area.

Councillor Barnett supported this recommendation, though did express concern with the \$9m being brought forward into the Council funding at this time, when the Council is endeavouring to keep rate rises minimal. This funding is needed to match the Government investment. Councillor Barnett said there should be further conversation regarding all Council work, not just Kaiapoi drainage, being funded from the wider community to make these charges more equitable across the district.

Councillor Williams was supportive of this project and believed it was important to accept government funding but also noted there will be some short term pain accepted for a longer term gain.

Mayor Gordon supported this funding being brought forward and thanked staff for putting together this proposal for shovel ready projects during the Covid-19 lockdown period. This has assisted in obtaining \$9m Crown investment, matched by Council investment. As noted by Councillor Ward, this will also benefit employment in the district.

Councillor Redmond was in support of the proposal for this essential work and the provision of funding from the Crown of \$9m.

In reply, Councillor Atkinson said this is well worthwhile and thanks members for the support of this. He noted the current situation for Kaiapoi drainage is not a sustainable solution.

8.6 Waimakariri Water Zone Committee Terms of Reference and Letter of Shared Priorities – S Allen (Water Environment Advisor) and S Nichols (Governance Manager)

S Allen presented this report, following on from a briefing from Tim Davie at Ecan in early August. Ecan are proposing to update the Terms of Reference and are seeking feedback from this Council. It is also intended to introduce a Letter of Shared Priority, to the Water Zone Committees about what they consider the Zone Committee should be working on for each three year period. Up to now the Water Zone Committee have been focused on planning, noting Plan Change 7 and are now focusing more on implementation of non-statutory voluntary measures that people can do and how the Zone Committee can facilitate that community engagement.

S Allen highlighted the three points as amendments that could be included in the Terms of Reference and the Letter of Shared Priority. It would be ideal if the Terms of Reference could be made consistent across all Councils, rather than having different Terms of Reference for different Water Zone Committees and staff will work with Ecan in an endeavour to reach this agreement. Staff have concerns that the Letter of Shared Priorities, by WDC and ECan to lead the Water Zone Committee Action Plan will be restricted and suggests that this Action Plan is to be “guided by” (not “lead by”) the Letter of Shared Priorities as well as guided by the ZIPA. This would reflect the dynamics of the zone committee to be guided by both the Council and community priorities. Staff recommend the following CWMS targets be included in the Letter of Shared Priorities based on Council priorities and where the Zone Committee is best placed to achieve outcomes:

- Ecosystem Health and Biodiversity
- Drinking Water
- Recreational and Amenity opportunities

S Allen confirmed that a report will come back to the Council in October or November which will be a decision report on the Terms of Reference and the Letter of Shared Priorities.

Councillor Barnett asked if there was information on any budgetary implications on these changes. S Allen confirmed that these would be priorities for the Zone Committee, not this Council, though there could be budget implications in the future.

THAT the Council:

- (a) **Receives** report No. 200814104953[v02].
- (b) **Supports** the following proposed amendments to the draft Terms of Reference:
 - i. Offer to the executive of Te Rūnanga Ngāi Tūāhiriri the opportunity to insert priorities into the 'Letter of Shared Priorities' as a tri-partisan agreement, if desired;
 - ii. Specify that the Letter of Shared Priorities and Zone Implementation Programme Addendum will jointly guide the drafting of the Water Zone Committee action plan.
 - iii. Provide training of Water Zone Committee members in good decision-making, Standing Orders and Code of Conduct.
- (c) **Notes** that WDC staff will propose to Environment Canterbury for the amendments in (b) to be added to the standard Terms of Reference for all Water Zone Committees.
- (d) **Notes** that WDC staff recommend that the priorities from Waimakariri District Council are based on the Canterbury Water Management Strategy 2025 targets, similar to Environment Canterbury.
- (e) **Supports** the Waimakariri District Council selection of the priorities to the Letter of Shared Priorities from Canterbury Water Management Strategy 2025 target areas:
 - i. Ecosystem Health and Biodiversity;
 - ii. Recreational and Amenity, and
 - iii. Drinking Water Update.
- (f) **Notes** that a report will be presented to Council in late 2020 seeking approval for the final Waimakariri Water Zone Committee Terms of Reference and approval of priorities to be inserted into the Letter of Shared Priorities.
- (g) **Circulates** this report to the Waimakariri Water Zone Committee, and Community Boards.

CARRIED

Councillor Stewart supported this recommendation noting the significant changes in the Terms of Reference and is pleased to support the Letter of Shared Priorities which has wider input, including the Runanga, as well as ECan and WDC. The ZIPA is the culmination of a significant input from the community over the past few years and this comes on the level with the Letter of Shared Priorities as two guiding documents. Councillor Stewart was supportive of youth being included on the membership of all Zone Committees as the Christchurch-West Melton Zone Committee have youth representative. The ZIPA is a document of the community and this document is on equal standing. The Runanga should be part of the three bodies in the Letter of Shared Priorities and putting together the Action Plan. Councillor Stewart sought colleagues endorsement of this report.

Mayor Gordon believed there is great value in the Zone Committee and following the significant amount of work that went into the ZIPA, this will provide future

direction of the committee for members. Mayor Gordon supported the amendments proposed and clarification of the role of the committee going forward.

8.7 Update to Council Standard Orders – S Nichols (Governance Manager)

S Nichols presented this report, which seeks approval to adopt amendments to the Council's Standing Orders. The Council had considered the Standing Orders in March just prior to the country going into Covid-19 lockdown, which included some additional clauses to allow for remote meetings to be held. At this same time, the government introduced new legislation, which is why meetings are still being recorded. It was considered appropriate to update the Standing Orders again to include the Covid-19 rules and the potential change from the Zone Committee on the Register of Interest. These minor adjustments have been made in the attached version.

There were no questions.

Moved Councillor Brine

Seconded Councillor Atkinson

THAT the Council:

- (a) **Receives** report No. 200819107370.
- (b) **Notes** the proposed (September 2020) Standing Orders are binding on the Waimakariri Water Zone Committee and changes have been incorporated to include proposed changes to the Water Zone Terms of Reference.
- (c) **Adopts** an updated Waimakariri District Council, Committee and Sub-Committee and Hearing Panel Standing Orders 2020 (Trim 200819107406), effective from 2 September 2020.
- (d) **Notes** that the May 2019 WDC Standing Orders (Trim 191014142957) remain active for Community Boards until the Community Boards consider the matter during a future meeting.
- (e) **Recommends** to Community Boards that any proposed Standing Orders for Community Boards should be consistent with the Council, Committee, Sub-Committee and Hearing Panel Standing Orders except for those areas which relate specifically to Community Boards.
- (f) **Circulates** this report to Community Boards.

CARRIED

Mayor Gordon thanked S Nichols for her role in keeping this Standing Orders document updated.

8.8 Replacement Vehicle for Community Patrol – A Radford (Asset Information Management Team Leader and Fleet Manager) and P Christensen (Finance Manager)

Councillor Brine took no part in the discussion or decision on this item.

A Radford and P Christensen presented this report, seeking approval to assist Community Patrol in acquiring a replacement vehicle. This relates to the Council selling one of its vehicles to the Rangiora Community Patrol. Currently they have a vehicle that was sold to them approximately two years ago. The current vehicle

is a two-door manual vehicle and the group seek to update this to an automatic four door vehicle, to allow for training.

Moved Councillor Atkinson Seconded Councillor Barnett

THAT the Council:

- (a) **Receives** report No. 200804099179.
- (b) **Approves** the sale of vehicle JLT734/CP896 to Community Patrol for \$18,000 including GST, less the proceeds from the sale of vehicle GFK154/CP808, previously funded by Community Patrol.
- (c) **Notes** that a replacement vehicle for JLT734/CP896 would be required for Building Unit service delivery.
- (d) **Notes** that WDC will continue to own this vehicle and pay for the registration under the current agreement with Community Patrol. All other costs such as signage and maintenance are resourced by Community Patrol.

CARRIED

Councillor Atkinson noted that this support has been provided previously for the Community Patrol and supports this being continued.

8.9 Organisational Sustainability Strategy – M O’Connell (Senior Policy Planner)

M O’Connell presented this report seeking the Councils approval to adopt the Organisational Sustainability Strategy and Action Plan 2020. This sets out actions allowing the Council to conduct its business and operations in a sustainable manner. This covers all operations of the Council, including infrastructure. The Sustainability Steering Group has been established with Councillors Mealings and Blackie being appointed, plus one member representing each Community Board.

Councillor Redmond asked about the electricity consumption included in the emissions data displayed by emission source and questioned that this is a renewable resource. J Palmer said when they are assessing the carbon effect of electricity, all sources of generation are looked at and in New Zealand, while a large portion is renewable, there is a portion that is non-renewable. There is a weighted average created, so there is a carbon effect for the Council, even if our supplier is from a greener source than some other users.

Moved Councillor Mealings Seconded Councillor Redmond

THAT the Council:

- (a) **Receives** report No. 200806100650.
- (b) **Approves** the adoption of the *Organisational Sustainability Strategy and Action Plan 2020* for the Council.
- (c) **Notes** that implementation of Strategy actions will involve the elected member Steering Group working with staff Sustainability Champions to undertake that work, utilising resources from existing Unit / Activity budgets.

- (d) **Notes** that progress with implementation of the *Corporate Sustainability Strategy and Action Plan 2019* has been reported quarterly since its adoption in September 2019.
- (e) **Notes** that a report will be prepared for initial consideration by the Management Team on additional funding that may be required to progress actions through the Draft 2021-31 Long Term Plan process.

CARRIED

Councillor Mealings encouraged colleagues to support this recommendation and the Organisational Sustainability Strategy. Mention was made of submissions to the Council's Annual Plan, noting that this matter is something members of the community are discussing and this is a great start to address this.

Councillor Redmond noted that this is a new area and a learning experience for all of us and with this being a step in the right direction.

8.10 Civic Accommodation Refurbishment – Contract Delegations – R Hawthorne (Property Manager and J Millward (Manager Finance and Business Support)

R Hawthorne presented this report, seeking delegated authority to enter into contract for the main contractor for the refurbishment of the Rangiora Service Centre building. If the contract price exceeds \$1m, then this is above the Chief Executives financial delegation. If this delegated authority was granted it would speed up the process rather than waiting for the next Council meeting.

Councillor Ward questioned the improvements into one of the lease buildings where some of the Council staff are relocating to and whether this was the responsibility of the Council or the building owner. R Hawthorne responded.

Moved Councillor Atkinson Seconded Councillor Doody

THAT the Council:

- (a) **Receives** report No. 200820108203.
- (b) **Delegates** authority to the Chief Executive and Mayor to enter into Contract 20/32: Main Contractor for the refurbishment of the Rangiora Service Centre for no greater than \$1.3 million.
- (c) **Notes** that the Chief Executive intends to exercise his delegated authority for the other necessary contracts for the project, including contract 20/31 HVAC Upgrade.

CARRIED

Councillor Atkinson said this matter needs to be progressed and Council staff need to be as safe as possible, and as quick as possible.

9. MATTERS REFERRED FROM COMMITTEES AND COMMUNITY BOARDS

- 9.1 Proposed Changes to 3 Waters Level of Service Measures and Targets for 2021 Activity Management Plans and 2021-31 Long Term Plan – C Roxburgh (Water Asset Manager), G Hutchison (Wastewater Asset Manager) and K Simpson (3 Waters Manager)**
(refer to report 200406043184 to the Utilities and Roading Committee meeting of 21 July 2020)

K Simpson spoke to this report and noted that these matters will be included in the draft Long Term Plan.

There were no questions.

Moved Mayor Gordon

Seconded Councillor Williams

THAT the Council:

- (a) **Approves** for inclusion in the 2021-31 Draft Long Term Plan the revised mandatory performance measure targets for water supply, as detailed below:

Level of Service	Performance Measure	2021 Target
Safety of Drinking Water All public water supplies comply with the Drinking Water Standards of New Zealand	The extent to which drinking water complies with the drinking water standards for : a) Bacterial compliance b) Protozoal compliance	a) 100% of people on a public supply receive water from a compliant scheme. b) 100% of people on a public supply receive water from a compliant scheme.
Maintenance of the Reticulation Network All public supplies are actively maintained to minimise the loss of water leakage	The percentage of real water loss from the networked reticulation system	Less than 22%
All public water supplies are managed to an appropriate quality of service	The total number of complaints received by the local authority about any of the following : (a) drinking water clarity (b) drinking water taste (c) drinking water odour (d) drinking water pressure or flow (e) continuity of supply, and (f) Council's response to any of these issues Expressed per 1000 connections to the networked reticulation system	Aggregate of a) to f) to be < 5 per 1000 connections

- (b) **Approves** for inclusion in the 2021-31 Draft Long Term Plan the revised non-mandatory performance measures and targets for water supply, as detailed below:

Level of Service	Performance Measure (2021)	Target
Consent Breach – Action Required	Percentage of the total number of water take consent conditions that have breaches that result in an Environment Canterbury report identifying compliance issues that require action.	Nil 0%
DWSNZ - Aesthetic Compliance	Water is supplied that is within the guideline range in the DWSNZ for aesthetic parameters, with the exception of pH.	Complies 95% of samples comply
DWSNZ - Protozoa Compliance	Water supply delivers water that achieves a standard compliant with the protozoal requirements of DWSNZ	Complies

Level of Service	Performance Measure (2021)	Target
DWSNZ - Radiological Compliance	Water supply delivers water that achieves a standard compliant with the radiological requirements of DWSNZ	Complies
DWSNZ - Chemical Compliance	Water supply delivers water that achieves a standard compliant with the chemical requirements of DWSNZ	Complies
DWSNZ - Sampling Non-compliance DWSNZ - Bacterial Compliance	Water supply delivers water that achieves a standard compliant with the bacterial requirements of DWSNZ	Complies
Flow - Allocated Units	Percentage of properties where flow received is consistent with allocated units at the point of supply in Restricted or Semi Restricted schemes, (excluding outages) as demonstrated by restrictor checks completed at not more than 5 yearly intervals	100% of restrictors tested, at no more than 5 yearly intervals, achieve allocated flow
Losses	Water losses as determined by the Infrastructure Leakage Index (ILI) based on an annual assessment	< 240L/conn/day Scheme Level: ILI >= "B" or an economic assessment carried out and recommended measures implemented District Level: ILI >= "B"
Pressure - Boundary - Restricted	Water pressure at the point of supply of Restricted or Semi Restricted schemes, excluding outages, as demonstrated by a reticulation model or reactive audits.	>150kPa for all connections 100% of the time at peak demand

- (c) **Approves** for inclusion in the 2021-31 Draft Long Term Plan the revised mandatory performance measure targets for wastewater, as detailed below:

Level of Service	Performance Measure (2021)	2021 Target
Customer Satisfaction The wastewater system is managed to an appropriate quality of service	Number of complaints received about any of the following: a) Sewerage odour b) Sewerage system faults c) Sewerage system blockages, and d) Response to issues with the sewerage system Expressed per 1000 connections to the sewerage system	Aggregate of a) to d) to be < 5 per 1000 connections

- (d) **Approves** for inclusion in the 2021-31 Draft Long Term Plan the revised non-mandatory performance measures and targets for wastewater, as detailed below:

Level of Service	Performance Measure (2021)	Target
Consent Breach - Action required	Percentage of the total number of wastewater consent conditions that have breaches that result in an Environment Canterbury report identifying compliance issues that require action.	0%
Overflows - Private Property	Number of recorded overflows on private property found to be the result of (a) blockage in the main caused by insufficient maintenance or asset failure (b) Insufficient capacity in the reticulation system for any rainfall up to a 1 in 2 year event, for areas designed prior to 1999. (c) Insufficient capacity in the reticulation system for any rainfall up to a 1 in 5 year event for areas designed after 1999.	Nil/yr

- (e) **Approves** for inclusion in the 2021-31 Draft Long Term Plan the revised non-mandatory performance measures and targets for drainage, as detailed below:

Level of Service	Performance Measure (2021)	Target
Flooding - Nuisance or Carriageway	<u>For urban areas:</u> For properties or carriageways within urban drainage schemes, the percentage of complaints, about nuisance flooding caused by lack of capacity, that are investigated and where justified measures implemented to improve the situation. Applies to rain events with an Average Recurrence Interval of 5 years or less.	100%
	<u>For rural areas:</u> For properties or carriageways within rural drainage schemes, the percentage of complaints, about nuisance flooding caused by lack of capacity, that are investigated and where justified measures implemented to improve the situation. Applies to rain events less than a mean annual flood.	
Flooding - CBD Nuisance or Carriageway	For properties or road carriageways in the CDB area, the percentage of complaints, about nuisance flooding caused by lack of capacity, that are investigated and measures implemented to improve the situation. Applies to rain events with an Average Recurrence Interval of 10 years or less.	100%
Complaints - Aesthetics - Drain Clearance	Number of complaints, post cleaning, resulting from unsatisfactory drain cleaning operations or service	Nil/yr

- (f) **Approves** for inclusion in the 2021-31 Draft Long Term Plan the revised non-mandatory performance measures and targets for drainage and stockwater, as detailed below:

Level of Service	Performance Measure (2021)	Target
System Adequacy The stormwater system is adequately sized and maintained. Rural drainage areas are adequately maintained.	Rural Drainage Areas: The percentage of service requests for drain cleaning that are responded to within 5 working days.	95%
Customer Satisfaction The stormwater system is managed to an appropriate quality of service	Service Requests: The percentage of service requests relating to any drainage enquiries that are responded to within 5 working days.	95%
System Reliability The stockwater race system is managed to an appropriate standard.	The percentage of service requests responded to within 48 hours.	95%

CARRIED

9.2 Southbrook Road Pedestrian Improvements – J Dhakal (Project Engineer) and D Young (Senior Engineering Advisor)

(refer to report no. 200722092174 to the Rangiora Ashley Community Board meeting of 12 August 2020)

D Young spoke to this report seeking a recommendation from the Council to proceed with consulting on possible options for improving the safety for pedestrians crossing Southbrook Road. In addition to the information included in the report, D Young advised that staff are hopeful of getting funding through Innovative Streets, which is another funding source through NZTA. The application is for \$120,000. Receiving this funding will mean there is a slightly different timeframe to implement the Innovative Streets funding. This needs to include a co-design with the community, and involves trialling different options rather than permanent solutions. If the Council wants to access this funding, it will need to integrate with the community in a different way. There will be a change to the timeframes as this could involve a two to three month consultation period, rather than the standard one month. This will have multiple benefits to allow time for all the engagement. There will need to be consideration given as to how and when the Council engages with various parts of the community which is still to be determined. A memo will go out to the Rangiora-Ashley Community Board advising them of this potential delay.

Councillor Barnett asked if the communication plan on this project will be discussed with elected members, both Councillors or Community Board members, with members becoming involved as it covers Rangiora and the wider district. D Young noted that it was not intended to bring this to a formal meeting, but is open to ways in which councillors and/or community board members can be involved in discussions. D Young is keen to incorporate any ideas that members may have.

Moved Councillor Williams Seconded Mayor Gordon

THAT the Council:

- (a) **Receives** report No. 200722092174.

- (b) **Endorses** for the purposes of consultation, that a signalised traffic lights be considered for the Torlesse Street Intersection with one way option for Denchs Road and the narrow section of Marshall Street.
- (c) **Notes** that the Council staff will engage with the three schools after the RACB meeting but before the Council meeting, for the purpose of beginning two way dialogue, and verbally report any feedback to the Council.
- (d) **Notes** that if the resolutions are adopted by the Council, then the Council staff will engage with the local residents and businesses by letter and drop-ins.
- (e) **Notes** that the results of the consultation will be reported to the Rangiora Ashley Community Board at a future meeting, to make a final recommendation to the Council.

CARRIED

Councillor Williams said this is a necessary improvement required for safety of pedestrians in this area.

Mayor Gordon supported this recommendation and supports having some interaction with Councillors and Community Board members on the communication plan on this matter, even at workshop level. Any drop in sessions that are arranged could include invitation to Councillors and Community Board members. Businesses in the area are all supportive of improvements and making it safer around the schools.

Councillor Barnett noted that a signalised traffic light is the only safe way for pedestrians to use this stretch of road, particularly to the schools. The Council needs to consult on this matter as this is one of the most talked about issues or complaint for people who live and travel to Rangiora. This will affect all the traffic patterns and rat running. There needs to be consultation to bring the community along with the Council.

Councillor Ward said that this is an issue that is not going to go away, but also noted that the increase in traffic on Saturdays and the build-up of traffic is worse than the school days. She suggested that if the traffic lights are there for pedestrians and they aren't there on weekends, that this may enhance the problem.

In reply Councillor Williams noted that the traffic lights would only be triggered by pedestrians, so this shouldn't be an issue.

9.3 Peraki Street Portion of Belfast to Kaiapoi Cycleway – D Young (Senior Engineering Advisor), M Barnes (Construction Management Engineer)
(refer to report no. 200804099005 to the Kaiapoi-Tuahiwi Community Board meeting of 17 August 2020)

D Young presented this report. Staff are trying to find a way forward on this matter and have to consider a whole range of issues including the views of the residents. Residents are firstly feeling that they have not been well consulted with and secondly very unhappy with the solutions put forward to date. It is planned to set up a working party which will include some community members (a maximum of five), two Community Board members, representative from FENZ and representatives from the local schools and a cycling representative. There will be a letter drop undertaken asking for nominations for membership of the group. If there are more than five nominations received, there will be a random process undertaken to appoint membership to the group. It is intended to have evening meetings with this group, at least twice, to endeavour to reach some

common ground. Following this it is intended to then have another residents meeting. Results of the consultation at these meetings will be conveyed back to the Community Board and the Council. It is hoped to get general agreement for the majority of people who wish to see a good outcome for their town.

There was discussion on the number of community members to be on the working party and it was agreed to remain at five, as in the staff report.

Councillor Redmond questioned the use of the wording of “survey the local residents” in the recommendation (b) i. It was suggested and agreed that this wording could be changed to read “engage with the local residents”. Regarding Accessible Streets, Councillor Redmond noted that this allows cyclists to cycle on the footpath and is not dependant on funding. J Palmer responded that the Accessible Streets Strategy is a proposal and has not yet been given effect to. D Young said that funding package has been targeted towards cycleway improvements and this could be raised with the Roading department staff. The Council are faced with a number of difficult choices on this project.

Moved Mayor Gordon

Seconded Councillor Williams

THAT the Council:

- (a) **Delays** proceeding with Vickery/Peraki Street portion of the cycleway currently, and requests that staff carry out the following tasks:
1. Develop the current proposed amendments, and investigate options to further lessen the impact of the proposed cycleway, engage with the local residents on this option and report back;
 2. Investigate options to reinforce the current cycle lane markings along Williams Street (Isaac Wilson Road to Hilton Street); and
 3. Investigate alternate options for expenditure to improve cycleways throughout the District for expenditure in 2020/21 should Peraki Street not proceed.

CARRIED

Mayor Gordon supported the Community Boards recommendation and acknowledged the strong message from the Peraki Street residents that they do not want the cycleway to go down their street.

Councillor Atkinson was supportive of this recommendation noting that this matter needs to go through the process in an attempt to reach an outcome.

Councillor Redmond noted that the message from the public meeting is that 80% of residents did not support the cycleway.

Councillor Barnett was happy to support the recommendation, though noted concern with the suggestion that the cycleway could be moved to another street in Kaiapoi, which would move the issues with it. The Council is committed to this cycleway linking up Christchurch with the Passchendaele Memorial Path. This option was the best option that the Council came up with, with cyclists not having to deviate too far. Councillor Barnett was not convinced that the Council will come up with another option that is palatable to the Kaiapoi community. It is important for the residents to be further consulted with and explanation provided as to why this was the route chosen by the Council.

The meeting adjourned for a refreshment break at 3.45pm and reconvened at 4pm. Item 10.1 was considered at this time. The minutes have been recorded in accordance with the order of the Agenda as circulated.

9.4 Psychoactive Products Retail Location Policy Review – L Beckingsale (Policy Analyst)

(refer to report no. 200706082800 to the District Planning and Regulation Committee meeting of 18 August 2020)

This report was taken as read and there were no questions.

Moved Councillor Doody

Seconded Councillor Redmond

THAT the Council:

- (a) **Receives** report No. TRIM 200706082800.
- (b) **Reviews** the Psychoactive Products Retail Locations Policy.
- (c) **Notes** no change to the policy except for the map that has been updated to reflect the current situation regarding sensitive sites.
- (d) **Adopts** the Psychoactive Products Retail Location Policy following the review undertaken through this report.
- (e) **Notes** this report and the Policy will be circulated to the Community Boards.

CARRIED

9.5 Annual Report: Dog Control 2019/2020 – T Boundy (Environmental Services Unit Manager)

(refer to report no. 200805099949 to the District Planning and Regulation Committee meeting of 18 August 2020)

This report was taken as read and there were no questions.

Moved Councillor Atkinson

Seconded Councillor Barnett

THAT the Council:

- (a) **Receives** report No 200805099949
- (b) **Approves** the attached 2019/2020 Annual Report on Dog Control to the Department of Internal Affairs.
- (c) **Circulates** a copy of this report to the Boards.

CARRIED

9.6 Appointment of Fee Waiver Subcommittee – S Kong (Community Facilities Coordinator)

(refer to report no 200806100805 to the Community and Recreation Committee meeting of 18 August 2020)

S Kong spoke to this report, noting that at the recent Community and Recreation Committee Councillors Doody, Redmond and Brine were appointed to the Fee Waiver Subcommittee to consider any applications for fee waivers. The report also seeks to delegate the responsibilities for reviewing and approving fee exceptions to the subcommittee.

Moved Councillor Doody

Seconded Councillor Williams

THAT the Council:

- (a) **Receives** report No. 200806100805
- (b) **Accepts** the Terms of Reference for the Fee Waiver Subcommittee (Trim 200806100741)
- (c) **Appoints** Councillors Redmond and Brine to the Fee Waiver Subcommittee
- (d) **Appoints** Councillor Doody as Community Facilities portfolio holder as a member.
- (e) **Delegates** responsibilities for reviewing and approving Fee Exemption applications for Community Facilities to the Fee Waiver Subcommittee.
- (f) **Reviews** current table of pending fee exemption applications.
- (g) **Notes** that subcommittee will report back to council on a six monthly basis to coincide with mid-year end of year financial reporting.

CARRIED

9.7 Heritage and Mahinga Kai Area, Kaiapoi South – M Flanagan (Landscape Planner, District Regeneration)

(refer to report no 200720091001 to the Mahi Tahi Joint Development Committee meeting of 18 August 2020)

M Flanagan spoke to this report which seeks approval of the establishment of the Heritage and Mahinga Kai Working Group.

Key points of the report were highlighted. The Waimakariri Residential Red Zone Recovery Plan includes approximately eight hectares for a Heritage and Mahinga Kai purposes. This land is along the Kaiapoi River and the Courtney Stream area. This area was identified as having significant cultural values during preparation of the Recovery Plan. This will be a public reserve area which will provide a space for cultural and social activities for the community including natural play, education and learning. The development of this area is seen as a key partnership between the Council and the Rūnanga and is a key regeneration project. M Flanagan noted attachment (ii) to the staff report which is a preliminary report that was presented to the Kaiapoi-Tuahiri Community Board in 2019. This had been prepared by Mr Rupene and Mr Wepu of Environment Canterbury and was endorsed by the Rūnanga. This report focused on the creation of an edible forest consisting of two plant communities, a wetland community and a podocarp forest. WDC staff prepared a preliminary draft concept plan, based on this report. To build on this preliminary plan, this report seeks to establish a working group to work on the design of the area. This working group could include members from both the Rūnanga and the Council which could bring recommendations through to the committee. This working group could propose a co-governance framework, recommend a name for the reserve, complete a concept and management plan and determine budget allocations. There is \$60,000 budget in the 2020/21 year for planning and design purposes of this Mahinga Kai area and an additional \$1.6m in the 2022 to 2026 years for development of the area. This funding will not be sufficient to develop the entire site and third party funding will be sought to develop stages.

A number of comments from the Mahi Tahi Committee meeting were included in the recommendation to Council.

Moved Mayor Gordon

Seconded Councillor Atkinson

THAT the Council:

- (a) **Receives** report No. 200720091001.
- (b) **Receives** the preliminary report, Ngahere rongoā (Regeneration area), on the development of the Heritage and Mahinga Kai Area (19119161006).
- (c) **Approves** the establishment of a Working Group to propose a co-governance framework for the Heritage and Mahinga Kai Area.
- (d) **Approves** the Working Group championing the planning, design and development of the Heritage and Mahinga Kai Area.
- (e) **Notes** that a future report on a proposed co-governance framework will be prepared by the Working Group, and presented to the Mahi Tahī Joint Development Committee for recommendation.
- (f) **Notes** the Regeneration Budget (PJ 101407.000.5223) includes \$60,000 in the 2020/2021 year for the design and planning of the Heritage and Mahinga Kai Area.
- (g) **Notes** that the Regeneration Budget includes \$1,680,000 in the 2021-2026 years for physical development of the Heritage and Mahinga Kai Area.
- (h) **Notes** that the development of the Heritage and Mahinga Kai area is intended to be a multi-year staged project. The current funding provision (\$1,740,000) will not cover the full development of the site. It is intended to apply to third-party funding providers for additional funding to continue development of the site.
- (i) **Circulates** this report to the Kaiapoi-Tuahiwi Community Board.

CARRIED

Councillor Atkinson acknowledged this partnership with the Runanga and that this is a major step in the regeneration of Kaiapoi. He remarked this is a significant amount of funding of \$1.6m, to be spent on this project, which it is hoped will be matched by external funding.

Councillor Stewart endorsed the comments of Councillor Atkinson and also congratulated staff member M Flanagan on this report and getting this project underway.

10. HEALTH & SAFETY

10.1 Health and Safety Report September 2020 – J Palmer, (Chief Executive)

J Palmer spoke to his report noting that since the report was written, temporary accommodation shifts have commenced for staff, with the upstairs of the RSC being vacated. It is planned for contractors to commence work by late September which is in line with the timetable. There are two significant accidents involving members of the public. One was considered a work place accident which occurred at the Southbrook Recycling area and the person sustained quite serious injury from a fall and was hospitalised. The second incident involved a man who had visited the library and had a fall while negotiating the stop bank along the river. Staff from Kaiapoi Library had offered assistance to the man concerned until he was taken to hospital. Mayor Gordon extended thanks to the staff for the assistance offered on the day. There was discussion on any irregularities with Council footpaths and if a resident has a fall due to this. J Palmer noted that concrete footpaths can

become an issue, though these are not in the category of workplace accidents.

Councillor Barnett noted an accident had occurred relating to work of a Council contractor. J Palmer said as the principal of a contract, the Council has the responsibility to ensure that adequate health and safety measures are in place and any significant issues should be included in the reporting.

Moved Mayor Gordon Seconded Councillor Atkinson

THAT the Council:

- (a) **Receives** report No 200820108156
- (b) **Notes** that there are no significant Health and Safety issues at this time, and that WDC is, so far as is reasonably practicable, compliant with the Person Conducting a Business or Undertaking (PCBU) duties of the Health and Safety at Work Act 2015.
- (c) **Notes** that movement to temporary accommodation is commencing Monday 24 August. The Refurb Team have agreed on a communication approach and developed a run sheet to guide Unit Managers and Teams throughout the duration of the project.

CARRIED

11. COMMITTEE MINUTES FOR INFORMATION

- 11.1 Minutes of a meeting of the Audit and Risk Committee held on 21 July 2020
- 11.2 Minutes of a meeting of the Utilities and Roading Committee held on 21 July 2020
- 11.3 Minutes of a meeting of the Waimakariri Water Zone Committee held on 3 August 2020
- 11.4 Minutes of a meeting of the District Planning and Regulation Committee held on 18 August 2020

Moved Councillor Atkinson Seconded Councillor Brine

THAT Items 11.1 – 11.4 be received for information.

CARRIED

12. COMMUNITY BOARD MINUTES FOR INFORMATION

- 12.1 Minutes of a meeting of the Oxford-Ohoka Community Board meeting of 5 August 2020
- 12.2 Minutes of a meeting of the Woodend-Sefton Community Board meeting of 10 August 2020
- 12.3 Minutes of a meeting of the Rangiora-Ashley Community Board meeting of 12 August 2020

Moved Councillor Barnett Seconded Councillor Redmond

THAT Items 12.1 – 12.3 be received for information.

CARRIED

13. REPORTS FOR INFORMATION

There are no reports for information.

14. CORRESPONDENCE

14.1 Correspondence from change.org against the Afforestation between Pegasus and Kaiapoi Pa Road

Mayor Gordon advised that this petition was presented to him and it was felt this should be considered by all the Council.

Members noted that the petition indicates that a high percentage of people who had signed the petition did not live in the district, but in many other parts of the country.

Moved Mayor Gordon

Seconded Councillor Barnett

THAT the Council:

- (a) **Receives** Correspondence (Trim 200826111580) from the group Change.org related to afforestation between Pegasus and Kaiapoi Pa Road.
- (b) **Refers** the document, via a staff report to the District Planning and Regulation Committee for consideration.

CARRIED

15. MAYOR'S DIARY

15.1 Mayor's Diary 29 July – 25 August 2020

Moved Councillor Mealings

Seconded Councillor Ward

THAT the Council:

- (a) **Receives** report no.200826111342.

16. COUNCIL PORTFOLIO UPDATES

16.1 Iwi Relationships – Mayor Dan Gordon

There has been a meeting of the Mahi Tahi Joint Development Committee and there has since been further discussion with staff on progressing next steps. He commented on the speed limits in Tuahiwi and this is being progressed. Mayor Gordon has had discussions last week with Te Maire Tau around priorities for the Runanga.

16.2 Canterbury Water Management Strategy – Councillor Sandra Stewart

There is a Biodiversity Subcommittee of the Zone Committee which is supportive of a contestable fund being separated out into a vegetation section and a heritage building section and these being funded appropriately. She advised the group are keen to have an awards system introduced acknowledging the best Biodiversity projects in the district, noting that other districts have such an award system in place

The NPS Freshwater comes into being on 3 September. Plan Change 7 hearing dates have now been set, noting there are six sessions over the

next two to three months. The Council will be giving its submission on 16 November in Christchurch with the submission hearings concluded by the end of the year.

Taranaki Stream Reserve, noted the funding included for inunga spawning enhancement. Without any liaison between the two Councils, Ecan flood gate was adjusted and as a result there is now no water in this area, so no chance of any spawning. WDC staff are going to discuss this with ECan see if this can be resolved, noting that there are going to be "fish-friendly" pumps installed.

16.3 International Relationships – Deputy Mayor Neville Atkinson

Councillor Atkinson noted that there has been 2,000 face masks gifted from the Enshi Sister City, and it is intended that these be distributed around community groups.

16.4 Regeneration (Kaiapoi) – Councillor Al Blackie

Mayor Gordon shared the following update tabled from Councillor Blackie:

- Softball and changing rooms are progressing well.
- Kaiapoi east road upgrades should be at practical completion by the end of next week.
- There has been discussions with Pigeon Contractors, prior to the commencement of the landscaping work at Norman Kirk Park. This work is due to commence in the next two weeks and finish in early November.
- Discussions are to be held with the Ecan Harbour Master representatives this week to discuss the pile moorings and the private moorings in the centre of the river and formulate an action plan.
- Design for the Pines Beach entrance will be presented to the next Kaiapoi-Tuahiwi Community Board meeting.

16.5 Climate Change and Sustainability – Councillor Niki Mealings

Councillor Mealings noted the appointments to the Sustainability Steering Group from the Community Boards are:

A Wells – Rangiora-Ashley Community Board
J Archer – Woodend Sefton Community Board
J Watson – Kaiapoi-Tuahiwi Community Board
M Brown – Oxford-Ohoka Community Board

The first meeting of this group is planned to be held later in September.

17. QUESTIONS

(under Standing Orders)

There were no questions.

18. URGENT GENERAL BUSINESS

(under Standing Orders)

There was no urgent general business.

19. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987

Moved Mayor Gordon

Seconded Councillor Barnett

THAT the public be excluded from the following parts of the proceedings of this meeting.

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	Minutes/Report of	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
19.1	Minutes of the public excluded portion of the Council meeting of 4 August 2020	Confirmation of Minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.2	Report of K LaValley (Project Delivery Manager)	BC190540 2043 North Eyre Road, Request for Consideration of Development Contributions	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.3	Report of J McBride (Roading and Transport Manager) and H Davies (Project Engineer)	Contract 19/43 District Road and Drainage Maintenance 2020-2023 - Tender Evaluation and Contract Award Report	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.4	Report of R Hawthorne (Property Manager) and J Millward (Manager Finance and Business Support)	Strategic Acquisition of Rangiora Property	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.5	Report of R Hawthorne (Property Manager)	Acquisition of Rangiora Property	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) 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 which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Item N°	Reason for protection of interests	Ref NZS 9202:2003 Appendix A
19.1 – 19.5	Protection of privacy of natural persons. To carry out commercial activities without prejudice	A2(a) A2(b)ii

CARRIED

CLOSED MEETING

Resolution to resume open meeting

Moved Mayor Gordon seconded Councillor Atkinson

THAT the open meeting resumes and the business discussed with the public excluded remains public excluded as per the following resolutions.

- Item 19.2 BC190540 2043 North Eyre Road, Request for Consideration of Development Contributions:
Resolves that the recommendations in this report be made publically available but that the contents of the report remain Public Excluded.
- Item 19.3 Contract 19/43 District Road and Drainage Maintenance 2020-2023 Tender Evaluation and Contract Award report:
Resolves that recommendations a – g, and i in this report be made publically available but that resolution h and the contents remain “In Committee” as it contains commercially sensitive information;
- Item 19.4 Strategic Acquisition of Rangiora property:
Resolves that report, discussion and resolution remain public excluded.
- Item 19.5 Strategic Acquisition of Rangiora: property
Resolves that report, discussion and resolution remain public excluded.

CARRIED

The public excluded meeting occurred from 4.42pm to 5.59pm.

OPEN MEETING

19.2 BC190540 2043 North Eyre Road, Request for Consideration of Development Contributions – K LaValley (Project Delivery Manager)

Moved Councillor Doody seconded Councillor Atkinson

THAT the Council:

- (a) **Receives** report No. 200814105308.
- (b) **Declines** Mr Briden’s request for the roading development contribution as applied by DC190063 on BC190540 to be waived.
- (c) **Notes** that network capacity is being utilised with the addition of the dwelling at 2043 North Eyre Road triggering application of development contributions.
- (d) **Resolves** that the recommendations in this report be made publically available but that the contents of the report remain Public Excluded.

CARRIED

19.3 Contract 19/43 District Road and Drainage Maintenance 2020-2023 Tender Evaluation and Contract Award report – J McBride (Roading and Transport Manager) and H Davies (Project Engineer)

Moved Councillor Williams seconded Councillor Redmond

THAT the Council:

- (a) **Receives** report No 200814104571.
- (b) **Authorises** Council staff to award Contract 19/43 District Road and Drainage Maintenance 2020-2023 to SICON Ltd for a sum of \$23,068,377.76 excluding GST;
- (c) **Notes** that the recommended tender received from SICON Ltd is the alternative tender.
- (d) **Notes** that the Roothing budget will be held at the current levels through until the end of the 2020/21 year with a full review of budgets being undertaken as part of the next Long Term Plan process;
- (e) **Notes** that in accordance with the Conditions of Tendering, all tenderers will be advised of the name and price of the successful tenderer, and the range and number of tenders received;
- (f) **Resolves** that recommendations a – g, and i in this report be made publically available but that resolution h and the contents remain “In Committee” as it contains commercially sensitive information;
- (g) **Notes** that the contract is for a three year term with two one year rights of renewal, to a maximum period of five years;
- (i) **Notes** that staff will seek compensation from RAMM for all costs incurred and possible future costs in responding to the disclosure of price information;
- (j) **Circulates** the resolutions from this report to the Utilities and Roothing Committee and the Community Boards for their information.

NEXT MEETING

The next scheduled meeting of the Council is on Tuesday 6 October 2020 at 1.00pm to be held in the Function Room, Rangiora Town Hall, 303 High Street, Rangiora.

There being no further business, the meeting closed at 6.00pm.

CONFIRMED

Mayor D Gordon
Chairperson

Date

MINUTES OF THE EXTRAORDINARY MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL, HELD IN THE FUNCTION ROOM, RANGIORA TOWN HALL, 303 HIGH STREET, RANGIORA, ON TUESDAY 22 SEPTEMBER 2020 COMMENCING AT 1.00pm.

This meeting was audio-streamed on the Council website due to Covid-19 Government directive.

PRESENT

Mayor D Gordon (Chairperson), Deputy Mayor N Atkinson, Councillors K Barnett, A Blackie, R Brine, W Doody, N Mealings, P Redmond, S Stewart, J Ward and P Williams.

IN ATTENDANCE:

J Palmer (Chief Executive), J Millward (Manager Finance and Business Support), G Cleary (Manager Utilities and Roding), K Simpson (3 Waters Manager), C Roxburgh (Water Asset Manager), G Hutchison (Wastewater Asset Manager), S Nichols (Governance Manager) and A Smith (Governance Coordinator).

1. APOLOGIES

There were no apologies.

2. CONFLICTS OF INTEREST

There were no conflicts of interest recorded.

3. CONFIRMATION OF MINUTES

3.1. Minutes of an extraordinary meeting of the Waimakariri District Council held on Monday 24 August 2020

Moved Councillor Atkinson

Seconded Councillor Williams

THAT the Council.

- (a) **Confirms** as a true and correct record the circulated minutes of an extraordinary meeting of the Waimakariri District Council held on 24 August 2020.

CARRIED

4. REPORT

4.1. Selection of Projects and Funding Arrangements for Three Waters Stimulus Funding – G Cleary (Manager Utilities and Roding), K Simpson (3 Waters Manager) and C Roxburgh (Water Asset Manager)

G Cleary presented this report, assisted by K Simpson, C Roxburgh and G Hutchison. This report follows on from previous briefings held with the Council providing significant background information on this Stimulus Funding offered by the Government to try to stimulate the economy following the Covid-19 event. This report seeks approval of the Council on the projects that are to receive stimulus funding, to sign the funding agreement and to authorise submission of the delivery plan. The Council had previously agreed to sign the Memorandum of Understanding for this funding.

Staff were also seeking agreement on the scope of the projects and the indicative budget for the projects, as this information is provided to the Government. There

will be further reports to the Council in October and November on funding, ahead of the draft Long Term Plan (LTP). There will be availability for the communities to be consulted on these proposals. The first engagement will be with Poyntz Road community on Thursday night this week.

During previous discussions with the Council and Community Boards there had been requests for some extra scope, for example putting in water mains in to Fernside and Loburn Lea areas as part of the work. G Cleary noted that these are potential projects yet to be investigated and that it was important to note that what is submitted to the Government does not include these projects. The proposed projects will use up the entire funding available. Staff are already working on the detailed designs for some of these projects and have been on a fast track with these projects in order to meet the timeframes required by the government, which will continue until the completion of the physical works.

Councillor Williams questioned recommendation (h) regarding Loburn Lea and Fernside, funding and sewer rates. C Roxburgh provided an explanation of the funding allocation and rating for the upgrades. This is not a commitment at this stage, but a starting point and there will be consultation with the community as part of the draft Long Term Plan. Regarding the Fernside scheme, the Council still needs to advise this community what is proposed and to also offer any options. Rates paid for this scheme are well defined based on the loan for the project, plus paying towards the Eastern Districts Sewer Scheme. There can be no guarantee that there wouldn't be any change in rates in future years.

Regarding the recommendation for pressure pumps in Tuahiwi, Councillor Williams asked who will be responsible for the maintenance and future replacement of these. It was confirmed by G Cleary that there will be community feedback sought by the Council, direction from the Council with final decisions regarding funding provided to the Council in a future report.

Councillor Doody questioned if the workload was manageable. G Cleary said the majority of this stimulus project work will be managed in-house. A commitment has been made that Project Delivery Unit resources will be diverted onto these projects and some other projects have been re-prioritised. There is capacity to deliver this from a project management, programme management and professional services side, with Rob Kerr, of Kerr and Partners Ltd, being engaged as the overall Project Manager, along with additional resourcing support. It was acknowledged that there will be additional demands on the organisation with consultation which will impact on the communications team, human resources and the finance team. Regarding the delivery of the work, G Cleary noted that there is some smaller parts of projects that staff can manage. Staff commented on the risk to secure appropriately skilled contractors, with a number of Councils around the country undertaking similar projects, including here in Canterbury. Staff were working through the contract process with some work able to be undertaken by the Council's water unit staff.

Councillor Stewart questioned the diversion of other capital works projects, and sought assurance that the Council will be able to deliver all these projects, including the significant roading projects. G Cleary noted there is a package of approximately ten roading projects, to a value of approx. \$10m. Some of these projects are underway. Staff noted that a potential issue that could impact on these projects is consultation with the community and getting community agreement. It was noted that with the impact of Covid-19, many projects were pushed out to further years. Prior to the Stimulus funding and Shovel Ready, the capital projects were dominated by roading capital works projects and also the Indoor Courts Facility, which is well underway. Staff numbers have been scaled up to meet this work capacity (two new graduate engineers have recently been recruited) and consultants engaged. It was acknowledged it will be challenging to deliver all these projects. G Cleary spoke of the various risks involved, including agreement of all community members, and Long Term Plan funding.

G Cleary said these stimulus projects will take priority on resources. Design work for the shovel ready projects is to be done by consultants as there is not capacity of staff resources to provide this under this tight timeframe.

G Cleary advised a programme of reporting will be provided and it is expected there will be monthly reporting to either the Council or the Utilities and Rooding Committee. It is a requirement that there will be regular fortnightly reporting to the Crown on projects. There will also be reporting to the Kaiapoi-Tuahiwi Community Board on the Shovel Ready projects.

Councillor Barnett asked if there was any further provision of communications staff to assist with these projects and the consultation requirements. J Palmer responded that the Council is currently recruiting for a Communications and Engagement resource, which has three elements to it; District Plan, Regeneration and a starting resource for these government funded projects. This is a two year fixed term role and if more engagement is required for the stimulus projects and shovel ready projects, this will be done and funded from the Project Management component of this work.

Moved Mayor Gordon

Seconded Councillor Williams

THAT the Council.

- (a) **Receives** report No. 200910120196.
- (b) **Notes** that Council is required to submit a Funding Agreement and Delivery Plan to the Department of Internal Affairs (DIA) covering all the projects it will deliver using the Stimulus grant of \$8.02 million by the 30th of September 2020.
- (c) **Notes** that an original list of projects to the value of \$56 million has been refined down to the final list of recommended projects, using a comprehensive analysis and prioritisation process.
- (d) **Approves** the following projects to be included in the Delivery Plan for the allocation of the Stimulus Grant funding, with a total estimated value of \$10.35 million:
 - Σ Poyntz Road water source upgrade (\$1.03 million)
 - Σ Fernside sewer upgrade (\$1.34 million)
 - Σ Loburn Lea sewer upgrade (\$2.90 million)
 - Σ Tuahiwi water and wastewater servicing (\$3.67 million)
 - Σ Oxford wastewater upgrades (\$0.38 million)
 - Σ Drainage and Waterways Manager recruitment (\$0.20 million)
 - Σ Three Waters Reform Investigations (\$0.11 million)
 - Σ Ohoka Water Storage Upgrade (\$0.15 million)
 - Σ West Eyreton and Summerhill Storage Upgrade (\$0.08 million)
 - Σ Central Rangiora Capacity Upgrade Stage 5A (\$0.25 million)
 - Σ Headworks Asset Data Management Improvements (\$0.24 million)
- (e) **Approves** the following projects to be included in the Delivery Plan as contingency projects, with a total value of \$1.915 million:
 - Σ Central Rangiora Capacity Upgrade Stage 5B (\$1.515 million).
 - Σ White Street Culvert Upgrade (\$0.3 million)
 - Σ Health and Safety Assessment and Improvements (\$0.1 million)
- (f) **Authorises** the construction programme contained within this report to be incorporated into the Delivery Plan to be submitted to the Government.

- (g) **Delegates** the authority to complete and submit the Delivery Plan to the Government by the required deadline to the Chief Executive and Manager Utilities and Roading, on the basis that it be completed and submitted in line with the recommendations within this report.
- (h) **Notes** that in determining the total value of projects to be completed, it has been assumed that Fernside and Loburn Lea will make scheme contributions of \$0.53 million and \$0.85 million respectively which will help fund appropriate shares of these projects while ensuring there is no increase to their sewer rates, but that final decisions regarding funding will be covered by a later report.
- (i) **Notes** that in determining the total value of projects to be completed, it has been assumed that a growth budget of \$1.21 million will be introduced to the EDSS account, to fund the growth portion of the Loburn Lea / EDSS connection, but that final decisions regarding funding will be covered by a later report.
- (j) **Notes** that in determining the total value of projects to be completed, it has been assumed that a growth budget of \$0.12 million will be introduced to the EDSS account, to fund the growth portion of the Fernside / EDSS connection, but that final decisions regarding funding will be covered by a later report.
- (k) **Notes** that in determining the total value of projects to be completed, it has been assumed that a growth budget of \$0.05 million will be introduced to the Poyntzs Road account, to fund the growth portion of the Poyntzs Road upgrade, but that final decisions regarding funding will be covered by a later report.
- (l) **Notes** that in determining the total value of projects to be completed, it has been assumed that a growth budget of \$0.300 million will be introduced to cover the growth portion of the Tuahiwi water project, and a growth budget of \$0.270 million will be introduced to cover the growth portion of the Tuahiwi wastewater upgrades, but that final decisions regarding funding will be covered by a later report.
- (m) **Notes** that for the Poyntzs Road project, further consultation will be required between the relevant communities and advisory groups to agree a contribution to the West Eyreton and Summerhill schemes, as a condition of Poyntzs Road joining.
- (n) **Notes** that in order to achieve the Government's requirements in terms of timing, the level of community engagement leading to the decisions made within this report is not as comprehensive relative to Council's usual process, but that it can be demonstrated that in all cases there is a key financial benefit to these affected scheme members in exchange for this.
- (o) **Notes** that tailored consultation plans will be prepared for each project to take the relevant communities through the delivery stage of the projects.
- (p) **Notes** that a new cost centre to be set up to manage the Stimulus project funds, in accordance with the arrangements proposed within this report.
- (q) **Endorses** the general principles contained within Option B within this report being used as the basis for the initial stages of community consultation with key communities, while noting that the specifics of these funding arrangements are still to be confirmed.

- (r) **Notes** that following the Government's acceptance of the Delivery Plan and associated projects, there will be further work to remove or reduce future budgets that will no longer be required due to the grant funding, and that this will be covered during the Long Term Plan budgeting process.
- (s) **Circulates** this report to the Community Boards for their information.

CARRIED

Mayor Gordon commended the Council staff on the significant amount of work that has been undertaken in a short space of time to find a fair and equitable way of allocating this funding across the district. He also commended J Palmer on his involvement both for this Council and with the Canterbury region as a whole through the Canterbury Mayoral Forum. Mayor Gordon remarked that there has to be a level of understanding between the Councillors and with staff to get this work undertaken. The Community Boards also endorsed this view last week.

Councillor Williams said this is a good stimulus funding package that has been spread across the whole of the Waimakariri district. It is important to make sure the use of the Council's stimulus package is used economically and to think of the whole of the district.

Councillor Stewart endorsed the work of staff to date on this projects and commented on the importance of good reporting back on progress.

Councillor Barnett noted this is a great opportunity to fix some historical issues and will benefit the whole district. Consultation with the community is important and to bring communities along with the Council on what is being done. There needs to be open and transparent conversations to keep to the timelines and clear messaging. She believed there needed to be a lot of resource available in this communication and consultation space. Councillor Barnett remarked it was important for the Council to keep the goal in mind, noting funding benefits the whole district.

Councillor Ward supported the recommendation, but noted that when consulting with the communities on projects, it is hard to please everybody all the time, but as long as the job being done is right for the community, she believes these should progress.

Councillor Doody congratulated staff on the work that has been done to date and managing the work ahead.

5. MATTER REFERRED FROM THE KAIAPOI-TUAHIWI COMMUNITY BOARD MEETING OF 21 SEPTEMBER 2020

5.1. Peraki and Vickery Street Cycleway – Next steps – D Young (Senior Engineering Assistant) and M Barnes (Construction Management Engineer)

This matter was considered at the Kaiapoi-Tuahiwi Community Board meeting of 21 September and there was no recommendation referred to the Council.

6. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987

Moved Councillor Atkinson Seconded Councillor Blackie

THAT the public be excluded from the following parts of the proceedings of this meeting.

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	Minutes/Report of	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
6.1	Report of Sarah Nichols, (Governance Manager)	Appointment of Recruitment Agency	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) 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 which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Item N°	Reason for protection of interests	Ref NZS 9202:2003 Appendix A
6.1	To carry out commercial activities without prejudice	A2(a) A2(b)ii

CLOSED MEETING

Resolution to resume in Open Meeting

Moved Councillor Atkinson

Seconded Councillor Doody

THAT open meeting resumes and the business discussed with the public excluded remains public excluded.

CARRIED

OPEN MEETING

7. NEXT MEETING

The next scheduled ordinary meeting of the Council will commence at 1.00pm on Tuesday 6 October 2020 in the Function Room, Rangiora Town Hall, 303 High Street, Rangiora.

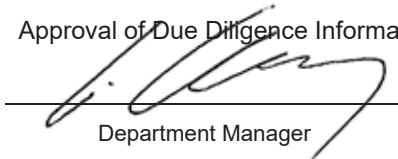
There being no further business, the meeting closed at 1.45pm.

CONFIRMED

Mayor Dan Gordon
Chairperson

Date

Unconfirmed

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** DRA-20-27-08 / 200918124114**REPORT TO:** Council**DATE OF MEETING:** 6 October 2020**FROM:** Gerard Cleary, Manager Utilities and Roding
Harriette Davies, Project Engineer**SUBJECT:** Kaiapoi Stormwater and Flooding Improvements – Shovel Ready Funding
Approval of Due Diligence Information and Delivery Strategy**SIGNED BY:**
(for Reports to Council,
Committees or Boards)
Department Manager
Chief Executive**1. SUMMARY**

1.1 The purpose of this report is to seek Council approval for:

- i. The Due Diligence Information and Funding Agreement to be provided to Ōtākaro Limited (on behalf of the Crown) for the Kaiapoi Stormwater and Flooding Improvements Shovel Ready project, which includes the following:
 - The proposed procurement strategy
 - Timeline for delivery of the project
 - Cost plan and forecast cashflow; and
 - Risk register
- ii. And the delegation of the authority to the Chief Executive and Manager Utilities and Roding to finalise and submit the Due Diligence Information Request Form and Funding Agreement to Ōtākaro/Central Government, on the basis that it be completed and submitted in line with this report.

1.2 It is recommended that the Kaiapoi Stormwater and Flooding Improvements works are delivered as follows using a Design/Tender/Construct model of procurement for the physical works.

Package	Name	Estimated construction costs Excl. contingency
1	Otaki Street Pump Station and Rising Main	\$2.9 m
2	Otaki Interceptor Pipework	\$2.6 m
3	Beach Road PS, Rising Main & Feldwick SMA	\$3.0 m
4	McIntosh Drain PS & SMA	\$2.3 m
5	McIntosh Drain Culvert & Channel Upgrade	\$1.7 m
6	Sneyd Street Pipework	\$0.2 m
7	Dudley Drain & Feldwick Drain Pump Stations	\$0.5 m
Construction Total		\$13.2 m
Construction Contingency (10%)		\$1.3 m
Land Purchase/Easements		\$0.4 m
Professional Fees		\$1.3 m
Project Contingency (10%)		\$1.8 m
Grand Total		\$18.0 m

- 1.3 In order to meet the timeframes necessary to support the outcomes sought by the Crown's Shovel Ready funding programme, the following key programme dates are proposed:
- Full Project Team Operational October 2020
 - Options Assessment & Concept Design December 2020
 - Submission of Resource Consent applications January 2021
 - Detailed Design Complete May 2021
 - Tendering June 2021
 - Contract Award July 2021
 - Construction Start August 2021
 - Practical Completion August 2022
- 1.4 The budget and cost plan for the project is detailed in attachment v and shows the breakdown of the \$18.000 million budget. Attachment v also sets out the cashflow for the project which follows the above delivery programme.
- 1.5 The key risks presented by the project relate to cost risks created by the geotechnical conditions and service relocation, land availability and acquisition which could delay delivery of elements of the projects, and the impact on neighbouring residents during construction. Works is already underway to begin to mitigate or eliminate these risks
- 1.6 Approval from the Council is now sought on the proposed delivery strategy for the Kaiapoi Stormwater and Flooding Improvements Shovel Ready package to enable finalisation of the necessary information to be provided to Ōtākaro Limited and for the procurement process to engage the market as soon as possible.

Attachments:

- i. Kaiapoi Stormwater and Flooding Improvements - Procurement Strategy (TRIM 200907117583)
- ii. Kaiapoi Stormwater and Flooding Improvements – Shovel Ready Ōtākaro Funding Agreement (TRIM 200919124565)
- iii. Kaiapoi Stormwater and Flooding Improvements – Shovel Ready Due Diligence Information Request Form (TRIM 200826111470)
- iv. Kaiapoi Stormwater and Flooding Improvements - Schedule / Programme (TRIM 200918124121)
- v. Kaiapoi Stormwater and Flooding Improvements – Cost Flow and Forecast Cashflow (TRIM 200923126644)
- vi. Kaiapoi Stormwater and Flooding Improvements – Risk Register (TRIM 200923126726)

2. **RECOMMENDATION**

THAT the Council:

- (a) **Receives** report No. 200918124114.
- (b) **Notes** that the total estimated cost of the project is \$18 million funded as follows: \$9 million will be contributed by Central Government, and \$9 million by the Council.
- (c) **Notes** that Council is required to submit a Due Diligence Information Request Form to Ōtākaro/Central Government and then sign a Funding Agreement and in order to secure the Shovel Ready funding.
- (d) **Notes** that a legal review of the Funding Agreement has been undertaken from Buddle Findlay and that this does not identify any unacceptable risks.
- (e) **Notes** that a separate report will be brought to Council on the potential impact to the Kaiapoi Urban Drainage rate, due to the advanced spend of budget allocated in the Long Term Plan.

- (f) **Authorises** staff to proceed with the proposed procurement strategy (TRIM 200907117583) and timeline for the delivery of the Kaiapoi Stormwater and Flooding Improvements Shovel Ready package.
- (g) **Endorses** the draft Due Diligence Information Request Form (TRIM 200826111470), including attachments to be submitted to Ōtākaro Limited.
- (h) **Agrees** to the terms of Funding Agreement with Ōtākaro Limited (TRIM 200922126123)
- (i) **Delegates** the authority to the Chief Executive and Manager Utilities and Roading to finalise and submit the Due Diligence Information Request Form and the final Funding Agreement to Ōtākaro.
- (j) **Circulates** this report to the Kaiapoi Tuahiwi Community Board for their information.

3. **BACKGROUND**

- 3.1 The Waimakariri District Council successfully with secured “Shovel-Ready” funding for the Kaiapoi Stormwater and Flooding Improvements project. The overall project scheme is to construct a number of stormwater pump stations, as well as associated pipework and other infrastructure. The goal is to provide an integrated future proofed stormwater system that recognises the changed land use and ground levels post-earthquake, complements and integrates with the existing network, and allows for predicted changes to sea level, groundwater level and rainfall due to climate change.
- 3.2 The project budget is for a total of \$18 million, of which \$9 million will be contributed by Central Government, and \$9 million by the Council. The expectation is that physical work will begin within 12 months of signing the Funding Agreement and be completed within 24 months.
- 3.3 The next steps required are for Council to submit the Due Diligence Information Request Form and sign the Funding Agreement with Ōtākaro Limited (who is acting as agent on behalf of the Crown).

4. **ISSUES AND OPTIONS**

4.1. **Delivery Strategy**

- 4.1.1. In deciding how the work should be procured the following aspects have been considered:
 - The scale, complexity and flexibility to refine scope
 - The public profile and strategic fit
 - The market conditions
 - The need to deliver the project in the timeframes required by Government
 - The need to engage local contractors
 - To ensure best value for money
 - The ability to deliver the required scope and quality
 - The ability to manage the contractors and stakeholders/interfaces
 - The future operations of asset and knowledge management
- 4.1.2. Following analysis of the various procurement delivery methodologies available, it is recommended that the works are packaged using a Design/Tender/Construct model of procurement for the physical works set out in the following table.

Package	Name	Estimated construction costs excl contingency
1	Otaki Street Pump Station and Rising Main	\$2.9 m
2	Otaki Interceptor Pipework	\$2.6 m
3	Beach Road PS, Rising Main & Feldwick SMA	\$3.0 m
4	McIntosh Drain PS & SMA	\$2.3 m
5	McIntosh Drain Culvert & Channel Upgrade	\$1.7 m
6	Sneyd Street Pipework	\$0.2 m
7	Dudley Drain & Feldwick Drain Pump Stations	\$0.5 m
Construction Total		\$13.2 m
Construction Contingency (10%)		\$1.3 m
Land Purchase/Easements		\$0.4 m
Professional Fees		\$1.3 m
Project Contingency (10%)		\$1.8 m
Grand Total		\$18.0 m

4.1.3. Two principal approaches to packaging and bundling were considered:

- Packaging by element type (Pumping stations, pipelines and earthworks); or
- Packaging by geographical location of system

4.1.4. While the concept of packaging by element type is likely to attract specialist and capable contractors, the bundling of packages by geographical area is the recommended approach to bundling the physical works for the following reasons:

- Local economic impact
 - Very large package sizes would limit the ability of local contractors to compete.
 - Smaller packages would spread the economic impact of the shovel ready funding across multiple firms, and hence better meet the objective of job support and creation of this programme.
- Value for money
 - In theory, larger packages could attract economies of scale, however in practice the packages are large enough that these savings are not typically evident.
- Efficient management
 - Having a wider number of packages creates a greater management cost.
 - However it would also would also allow the deployment a greater number of resources simultaneously, leading to a faster rate of construction and comparative overall management cost.
- Contractor suitability
 - While the three element based packages are more suited to different contractor types, the alternative of pumping station/pipeline combined packages are typically delivered by a main contractor with specialist sub-contractor (or different gangs within the same contractor) and so either option will allow the most suitable contractors to undertake the work. This is assuming that as long as the evaluation places an emphasis on quality as well as price.
- Confidence in delivery
 - In having only three packages, this would create greater reliance on the contractor, and hence the effect of contractor failure is increased.
 - Having a wider number of packages, although carrying greater management cost, would also spread the risk presented by the performance of an individual contractor.

4.1.5. The approach to procurement of professional services, key material suppliers and nominated contractors is outlined in detail in the procurement strategy report (TRIM 200907117583).

- 4.1.6. In order to meet the timeframes indicated by Government, the following key programme dates are envisaged:

Full Project Team Operational	October 2020
Options Assessment & Concept Design	December 2020
Submission of Resource Consent applications	January 2021
Detailed Design Complete	May 2021
Tendering	June 2021
Contract Award	July 2021
Construction Start	August 2021
Practical Completion	August 2022

- 4.1.7. Some preliminary design has already been completed; however, an options assessment is required to confirm the optimal design. This is underway.
- 4.1.8. It is anticipated that some enabling works may be able to be completed concurrent with the latter stages of detailed design. This will assist the project to meet its required delivery deadline and provide an early sign of progress to the Crown as well as support economic recovery outcomes.
- 4.1.9. The project will require some land acquisition for the placement of pump stations and pipelines. It will also need to traverse the ECan stop banks, and beneath the railway line, and will be in conflict with water, wastewater, power and telecommunications services.
- 4.1.10. Therefore, timely co-ordination with stakeholders is essential. While allowance has been made in the programme for these activities, they do carry some risk of causing delay to the project. This risk is inherent in an accelerated project delivery and works has already commenced to address these risks. Refer section 6 below.

4.2. **Funding Agreement and Due Diligence Information Request**

- 4.2.1. Council is required to respond to a Due Diligence Information Request from Ōtākaro and then sign a Funding Agreement in order to receive the Shovel Ready funding.
- 4.2.2. This process will involve submission of the finalised Due Diligence Information Request to Ōtākaro. Ōtākaro will then prepare advice to delegated Ministers to confirm that Council has robust delivery strategy in place and the project will be managed appropriately. On confirmation from Ministers, Council and Ōtākaro would then sign the Funding Agreement.
- 4.2.3. The Due Diligence Information Request seeks additional financial and project specific information, which will act as an addendum to the Council's original application.
- 4.2.4. A draft response is appended. Key artefacts (attached to this report) to be included with the response are:
- Project Timeline
 - Cost Plan and budget
 - Cashflow forecast
 - Risk Register; and
 - Procurement Strategy
- 4.2.5. The Funding Agreement incorporates the key project milestones on which drawdown of funding can be made. The proposed key Project Milestones and Payment Milestones are as follows;

Completion Date	Project Milestone	Maximum Payment Milestone NZD\$ plus GST (if any)	Recipient Co-Funding Instalment NZD\$ plus GST (if any)
Oct-20	Project start - 0.5% complete	\$45,000	\$45,000
Nov-20	1%	\$90,000	\$90,000
Dec-20	Detailed design RFP award - 2% complete	\$180,000	\$180,000
Jan-21	3%	\$270,000	\$270,000
Feb-21	4%	\$360,000	\$360,000
Mar-21	5%	\$450,000	\$450,000
Apr-21	7%	\$630,000	\$630,000
May-21	Detailed design complete - 10% complete	\$900,000	\$900,000
Jun-21	12%	\$1,080,000	\$1,080,000
Jul-21	Construction RFT award - 13% complete	\$1,170,000	\$1,170,000
Aug-21	14%	\$1,260,000	\$1,260,000
Sep-21	15%	\$1,350,000	\$1,350,000
Oct-21	20%	\$1,800,000	\$1,800,000
Nov-21	25%	\$2,250,000	\$2,250,000
Dec-21	35%	\$3,150,000	\$3,150,000
Jan-22	40%	\$3,600,000	\$3,600,000
Feb-22	50%	\$4,500,000	\$4,500,000
Mar-22	60%	\$5,400,000	\$5,400,000
Apr-22	70%	\$6,300,000	\$6,300,000
May-22	80%	\$7,200,000	\$7,200,000
Jun-22	90%	\$8,100,000	\$8,100,000
Jul-22	95%	\$8,550,000	\$8,550,000
Aug-22	Practical completion - 98% complete	\$8,820,000	\$8,820,000
Sep-22	Project finished - 100% complete	\$9,000,000	\$9,000,000
Totals cumulative		\$9,000,000.00	\$9,000,000.00
Total Project Costs		\$18,000,000.00	

- 4.2.6. A legal review undertaken by Buddle Findlay noted that although the Funding Agreement is somewhat one-sided, it is in a form that is standard for this sort of arrangement. Buddle Findlay did not identify any major concerns or risks to Council in signing the Funding Agreement. The advice received from Buddle Findlay outlining all risks and obligations to Council is attached to this report.
- 4.2.7. It is recommended that Council delegate the authority to the Chief Executive and Manager Utilities and Roading to finalise and submit the Due Diligence Information Request Form and Funding Agreement to Ōtākaro/Central Government, on the basis that it be completed in line with this report.
- 4.2.8. The Management Team have reviewed this report and support the recommendations.

5. **COMMUNITY VIEWS**

5.1. **Groups and Organisations and Wider Community**

- 5.1.1. There has been no direct consultation on this matter specifically due to the speed at which it is happening. There has previously been multiple engagements with the public regarding flooding in Kaiapoi, and this project is intended to mitigate some of those issues.
- 5.1.2. Flood mitigation projects have been signalled in the LTP since the June 2014 flood. The budgets required from the Council are already signalled and allowed for in the Long Term Plan budgets which have been subject to consultation through the LTP.
- 5.1.3. Opportunities for consultation with the community will be limited during design because of the timeframe, but where possible it will be included. Regular updates to the Kaiapoi Tuahiwi Community Board and Council will occur.
- 5.1.4. A key part of the project will be public communications. This will include broader public communication, as well as localised engagement with directly affected residents and property owners.

6. **IMPLICATIONS AND RISKS**

6.1. **Financial Implications**

- 6.1.1. Following the 2014 floods the Council gave a commitment to major upgrades to the Kaiapoi Stormwater infrastructure. This resulted in funding being allocated in the Long Term Plan.
- 6.1.2. Budget from the 2021/22 and 2022/23 financial years need to be brought forward to align with fast tracking the Kaiapoi Stormwater and Flooding Improvements projects in order to meet the timeframes indicated by Government.
- 6.1.3. Kaiapoi Urban Drainage rate may increase quicker than currently predicted and may be marginally higher in future years, due to the advanced spend of the budget.
- 6.1.4. It is proposed to bring a separate report to Council on the potential impact to the Kaiapoi Urban Drainage rate, due to the advanced spend of budget allocated in the Long Term Plan.
- 6.1.5. The funding is being 50% funded from Central Government's "Shovel-Ready" package.
- 6.1.6. The Council currently has the following budgeted for these projects under the Kaiapoi Urban Drainage account.

Table 1 – Existing budgets

	Existing Budgets (000,s)			
	20/21	21/22	22/23	Total
McIntosh Drain Upgrade	\$100			\$100
McIntosh Drain Outlet Basin		\$629		\$629
Feldwick Pumpstation Upgrade			\$240	\$240
Feldwick Drain Catchment Improvements	\$50	\$350	\$3,600	\$4,000
Parnhams Drain Catchment Improvements	\$200	\$800	\$3,000	\$4,000
Dudley Pumpstation Upgrade	\$20	\$140		\$160
Total	\$370	\$1,919	\$6,840	\$9,129

6.1.7. There is also additional budget of \$70k in 20/21 and \$1,075.8k in 21/22 for the Feldwick SMA under the Regeneration Earthquake Recovery account, which is not included in the above total.

6.1.8. The forecast cashflow is included in the appendices.

6.2. **Community Implications**

6.2.1. The project will have a significant positive effect on the local community in terms of dealing with existing deficiencies, improving the drainage and flood protection level of service as well as future proofing.

6.2.2. However for neighbouring residents, there will be material disruption during the construction period. This is inevitable and will be a major focus of the project management leading up to and during construction.

6.3. **Risk Management**

6.3.1. There are a number of risks associated with the project which will need carefully managed to meet the accelerated delivery timeframe. The key risk identified that could delay progress are:

- Consultation with affected residents leading to changes to avoid undue disruption
- Resource consenting process leading to delays or onerous conditions
- Land purchase/access arrangement leading to delays or cost pressures
- Unforeseen geotechnical conditions lead to delay or cost pressures
- Conflict with other services leading to sub-optimal design outcomes or cost pressures

6.4. **Health and Safety**

6.4.1. Health and safety matters will be considered in careful detail once the project gets underway.

7. **CONTEXT**

7.1. **Policy**

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

7.2. **Legislation**

7.2.1. This matter is covered by the Local Government Act and the Resource Management Act.

7.3. **Community Outcomes**

7.3.1. Harm to people from natural and man-made hazards is minimised

7.3.2. Harm to the environment from sewage and stormwater discharges is minimised.

7.4. **Delegations**

7.4.1. The Council has the delegation to cover the recommendations within this report.

7.4.2. It is recommended that Council delegate the authority to the Chief Executive and Manager Utilities and Roading to finalise and submit the Due Diligence Information Request and Funding Agreement to Ōtākaro.

Waimakariri District Council



Kaiapoi Stormwater and Flooding Improvements

Procurement Strategy

Co-funded by the Crown's Shovel Ready programme

Date: 15 September 2020

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Rev	Originator	Approved	Date
A	Rob Kerr		5/9/20
B	Rob Kerr		15/9/20

1. Executive Summary

The Waimakariri District Council (WDC) is seeking to undertake a major upgrade of the Kaiapoi Stormwater System with the funding assistance of the Governments Shovel Ready infrastructure programme. This Procurement Strategy considers and makes recommendations for the most appropriate delivery model and approach to market for the project.

The objectives and outcomes in this strategy are consistent with Council's strategic and organisation-wide Procurement and Contract Management Policy as well as the council-wide Procurement Strategy. The key outcomes include:

- ✓ To provide for the procurement of related goods, works and services in a way that ensures value for money
- ✓ To ensure that procurement practices meet the requirements of good management
- ✓ To enable fair competition between suppliers
- ✓ To ensure quality outcomes for the community are delivered
- ✓ To encourage a competitive and effective market

The budget for the project is \$18.000 million, with the scope as follows:

- Construction of approximately six pumping stations;
- Installation of extensive large diameter pipelines; and
- Earthworks, stormwater wetland creation and landscaping.

Following analysis of the various procurement delivery methodologies available, it is recommended that the works are packaged as follows using a **Design/Tender/Construct model of procurement** for the physical works.

Package	Name	Estimated construction costs <small>excl contingency</small>
1	Otaki Street Pump Station and Rising Main	\$2.9 m
2	Otaki Interceptor Pipework	\$2.6 m
3	Beach Road PS, Rising Main & Feldwick SMA	\$3.0 m
4	McIntosh Drain PS & SMA	\$2.3 m
5	McIntosh Drain Culvert & Channel Upgrade	\$1.7 m
6	Sneyd Street Pipework	\$0.20 m
7	Dudley Drain & Feldwick Drain Pump Stations	\$0.51 m

The approach to procurement of professional services, key material suppliers and nominated contractors is also outlined in the main body of this report.

2. Project Description

2.1. Scope

The budget for the project is \$18.000 million. The scope of works that are to be procured for this project are:

Project Components	General characteristics
<p>Construction of approximately six pumping stations; specifically</p> <ul style="list-style-type: none"> ○ Feldwick at Beach Road (new) ○ McIntosh at Stopbank (replace) ○ Feldwick at Stopbank (replace) ○ Otaki Street (new) ○ Dudley Drain (replace) ○ [Possibly] Parnham West (new) 	<ul style="list-style-type: none"> • Well-developed range of example projects on which to draw the specimen design • Moderate complexity build • Geotechnical and water management key characteristics • Confined sites with less interface with other works (except incoming/outgoing pipes) • Moderate range of experienced and suitable contactors
<p>Installation of extensive large diameter pipelines</p> <ul style="list-style-type: none"> ○ Sunday school drain to Otaki PS (gravity) ○ Wesley Street to Otaki PS (gravity) ○ Sneyd Street (gravity) ○ Otaki PS to outfall (pressure) ○ Feldwick/Beach Rd Rising main (pressure) ○ Feldwick/Stopbank discharge outlet ○ McIntosh PS discharge outlet 	<ul style="list-style-type: none"> • Typical pipe laying activity • Moderate complexity due to high groundwater in running sand which will limit suitably experienced tenderers • Some tight and constrained sites • Challenging geotechnical conditions • Services co-ordination critical • High level of neighbour interface on Otaki area and Sneyd Street pipelines
<p>Earthworks, wetland creation and landscaping</p> <ul style="list-style-type: none"> ○ Feldwick Stormwater treatment basin ○ McIntosh Drain naturalisation, widening and basin ○ Feldwick rising main boundary treatment ○ Beach Rd culvert (gravity) 	<ul style="list-style-type: none"> • Well understood scope of works • Some craft required to shape and form landform • Slope stability requirements • Maintenance of plants critical component • However not complex contracting work

2.2. Project Requirements

In considering the recommended procurement approach, the assessment considered the following specific project requirements for the project:

Procurement Requirement	Factors considered	Project requirements
Programme and phasing	<ul style="list-style-type: none"> What are the desired key milestone dates? What is the target date that the facility should be operational? 	<ul style="list-style-type: none"> Construction needs to start by August 2021 Contract completion by August 2022
Service	<ul style="list-style-type: none"> What are the future operational requirements? What are the future maintenance requirements? Would this be suitable for delivery by the private sector? 	<ul style="list-style-type: none"> These are public works and have no opportunities for PPP or other partnering solutions They will form part of the larger SW network and must fit with the overall asset management of the network It will be important that pumping stations are designed and constructed with long term operability and durability upper-most
Design criteria	<ul style="list-style-type: none"> Is a whole life (WoL) cycle solution required? What functionality is to be delivered by the project? What are the required quality standards? What are the drivers for design? e.g. new technology 	<ul style="list-style-type: none"> The design outcomes are to achieve the levels of Services for urban (and rural east of Fieldwick Drain) land uses in the district Whole of life considerations are relevant Climate change and particularly sea level and ground water rise are key design and future proofing considerations Consistency with existing equipment essential Ease, convenience, and safety of future solution essential Compliance with ECoP (Council standards) Recreation, ecological and cultural opportunities available
Cost certainty	<ul style="list-style-type: none"> Has the budget for the project been finalised? Would the final cost of the project be expected to vary from the budget cost? 	<ul style="list-style-type: none"> The budget is \$18.000 million and the total cost of works is capped at this amount Therefore, certainty in pricing is important Risks need to be understood, and allocated to the party who is best able to control them
Other objectives	<ul style="list-style-type: none"> Are there objectives around aspects of sustainability? Are there objectives around iwi engagement? 	<ul style="list-style-type: none"> Social, cultural and environmental outcomes are considered to be important. Additional opportunities are to be considered while retaining the material flood protection and SW management outcomes sought by the scheme. The project needs to improve the quality of discharges to the environment The solution needs to be designed to cater for future scenarios, including sea level rise, groundwater rise, inundation, and predicted rainfall events. The directly affected landowners, local and neighbouring residents, wider scheme

		beneficiaries, and Kaiapoi residents need to feel informed and engaged <ul style="list-style-type: none"> • Disruption due to noise, vibration, traffic effects etc needs to be well managed
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2.3. Constraints

The analysis has considered the following project constraints.

Constraint	Factors considered	Project Constraints
Site status	<ul style="list-style-type: none"> • Where is the location? • What are possible future developments on or around the site? • What is the land ownership? • What are the geotechnical conditions? • Does the site need remediation due to contamination? • Are there demolition and disposal needs? • Are there environmental considerations? • Are there cultural heritage considerations? 	<ul style="list-style-type: none"> • The possibility of land acquisition is currently being considered for both proposed pumping stations and pipelines • Land acquisition will be required for at least two sites • Easements or other mechanisms (incl. acquisition) may be required for pipeline routes • They will be significant geotechnical and groundwater challenges • Potential tie in with work at the Beach Grove development • Cultural considerations in the discharge
Site condition	<ul style="list-style-type: none"> • What type of site? • How will contractors price for any risks associated with the site conditions? • Have extensive reviews of the site been undertaken as part of the design development process? • Is the WDC willing to retain full control of the design and accept the risk of potential unknown risks? 	<ul style="list-style-type: none"> • Considerable investigation is required prior to contracting out geotechnical, ground water and services risk • Risks will have to be closely managed as the per meter risk on the pipelines could be substantial • Significant sheet piling and dewatering required to install the pipelines, with a present but lower risk at the pump station sites • Earthworks package risks are low subject to some slope stability risk associated with adjacent stopbanks • Potholing key services early in the design process is critical
Planning	<ul style="list-style-type: none"> • Is the design sympathetic to the needs of the planning authority and local stakeholders? 	<ul style="list-style-type: none"> • There are limited planning constraints but these will need to be resolved • The affected catchment for Kaiapoi East is largely built out, and so does not have an issue with further growth • The catchment for McIntosh is intended for further development and zone changes, and this will require designing to accommodate • Discharge consents will be required and could be a challenge if opposed by iwi as has been signalled with recent developments.
Risk allocation	<ul style="list-style-type: none"> • Is the WDC risk averse? 	<ul style="list-style-type: none"> • WDC has traditionally investigated risks, sought to mitigate where practical, and then allocated

	<ul style="list-style-type: none"> What degree of risk is the WDC prepared to accept? 	<p>residual risk through the traditional Design/Tender/Construct approach</p> <ul style="list-style-type: none"> WDC has rarely engaged in more direct risk share mechanisms with the private sector although has accepted a fair allocation when considering variation claims The main unknowns associated with this project are ground conditions, groundwater levels and service locations This project may be a good opportunity to test different risk allocation approaches, which may be tested with the industry through ECI The downside risk for WDC will need to be capped and controlled Some pain/gain share may be acceptable however project unlikely to be suitable for this model
Degree of client involvement	<ul style="list-style-type: none"> What degree of involvement would the WDC like to have? 	<ul style="list-style-type: none"> WDC seeks to retain close involvement with the project However, it will need to balance this objective with the counter objective of allowing the industry to determine acceptable solutions for the pumping stations
Flexibility for change during design and construction	<ul style="list-style-type: none"> Is cost certainty required? How early in the project will cost certainty need to be fixed? Do the design and construction processes need to be flexible, to allow incorporation of future changes, e.g. development in technology? 	<ul style="list-style-type: none"> The funding from the government is capped. Therefore any cost over-runs will be met by the ratepayer or through an overall reduction in scope Cost certainty within a typical margin that reflects the risk profile will be required at the start of construction Cost certainty is essential to meet obligations to ratepayers There is a low level of technology improvement required therefore technology obsolescence is minimal A high level of pre-tendering data collection on ground conditions, ground water levels and services locations will be required Early engagement with regulatory agencies and securing of consents will also be required
Market interest	<ul style="list-style-type: none"> Will the procurement method solicit a good response from contractors? 	<ul style="list-style-type: none"> It is anticipated that this work will be attractive to the market However, the type of procurement for each element will influence the attractiveness to various segments of the market. Most local contractors are less experienced with Design & Build packages In addition, the sizes of the packages (e.g., each PS separately, Kaiapoi East and McIntosh/Feldwick PS separately or all in one contract) will determine the size of contractors who may be interested (e.g. smaller local, medium regional, large national) This will be of interest to the Council who will want some degree of local involvement

Design and construction complexity	<ul style="list-style-type: none"> Is the project pushing the boundaries of technology? Is the project technologically complex in terms of services? Does it need specialised or custom-built plant or equipment? 	<ul style="list-style-type: none"> The deep wet pipelines will only attract specialised contractors The PSs will attract other specialised experienced contractors
Opportunities	<ul style="list-style-type: none"> Are there opportunities to bundle or unbundle the project to maximise value for example where the project is part of a wider programme? 	<p>Bundling options are:</p> <ol style="list-style-type: none"> 1. All PS, earthworks and pipelines in one contracts; or 2. Pipelines and earthworks in one contract, PS's in another; or 3. Three separate contracts for each type 4. Multiple contracts for each type (eg deep sep to shallow/ kpi east sep to McIntosh) 5. Pump supplier and electrical contractor could be separately sourced due to wider network computability requirements
Other constraints	<ul style="list-style-type: none"> Are there other constraints specific to this project e.g. the remote location of site? 	<ul style="list-style-type: none"> For the Otaki pipelines Package, the disruption for the residential living will be very significant Managing multiple contracts on-site at the interface of contracts and ensuring programmes align to prevent delays

2.4. Client Capability

Capability...	Factors Considered	Assessment
Client capability	<p>Different delivery methods and project sizes require specific levels of knowledge, skill, experience and resource requirements. The procurement strategy therefore considers the capability and availability of potential team members.</p> <ul style="list-style-type: none"> Is there adequate resource within the WDC to manage the preferred delivery model? What is the level of oversight that the WDC is able to provide? What is the WDC's ability to manage a particular delivery model? What is the WDC's ability to develop or administer a new form of contract that has not been used previously? Does the WDC have experience in delivering the type of project envisaged? 	<ul style="list-style-type: none"> The project has moderate technical complexity It is normal work for the Council and there is significant in-house capability for traditional Design/Tender/Build projects (although not capacity). Limited recent Design Build experience in-house Dedicated external resource is required to lead the project so as not to compromise business as usual activities A dedicated external design team is likely to be required Specialist skills (modelling, geotechnical, etc) will be required, which could come either from the core design team or separately A complex or unfamiliar procurement methodology is likely to add time delay through the approvals process A robust oversight structure is being established Carefully consider whether we need assistance with "design build" and "ECI" planning and implementation
Stakeholder input	<ul style="list-style-type: none"> Is there potential for community disruption and opposition? What are the interfaces with adjacent assets, operation, works or supply contracts? Are there any existing commitments made to stakeholders and the public? 	<ul style="list-style-type: none"> The Council and KTCB will need regular updates The wider community will be interested and need updates The interaction with Iwi will need consideration The interaction with ECan needs consideration The project is likely to provoke significant disruption and concern from residents since there is significant interface with adjacent assets and buildings in some locations. There may be a high degree of desire for understanding and debate on the extent and shape of the scheme, particularly for those affected by the construction.

3. Determining the preferred delivery model

3.1. Introduction

Selection of an appropriate delivery model is one of the most important decisions to be made during the construction procurement process. An inappropriate delivery model can increase project risk and negatively impact value for money, quality and timing. The delivery models (and hybrids) analysed were:

- Design and Construct
- Document and Construct
- Construction Management (CM)
- Construct Only
- Managing Contractor (MC)
- Alliance Contracting
- Cost Plus
- Direct Managed/Panel of Suppliers

3.2. Evaluation criteria

The following factors were used to identify the procurement risk and evaluation criteria for the project:

Criteria	Description
Scale, Complexity and Flexibility to Refine Scope	<ul style="list-style-type: none"> • are scope requirements simple and are risks clearly identified and understood? • contractor management capability / ability to retain competent resources for duration of contract • opportunities or need for Contractor input into innovation in design, build or maintenance (routine or non-routine) • opportunities to bundle early works • likelihood of changes to the project scope through the life of the project or ability to accommodate scope trimming to meet the budget
Public Profile and Strategic Fit	<ul style="list-style-type: none"> • expectations of users, Council Development Plan, other stakeholders with influence • consider public profile and project sensitive commitments made to the public and/or stakeholders and potential for any stakeholder opposition that could affect the project • risk to Council credibility and reputation
Market Conditions	<ul style="list-style-type: none"> • likelihood of getting competitive interest from the market, and attractiveness to contractors, sub-contractors and suppliers of materials and equipment vs. cost (to market) of tendering • market sustainability, capability and capacity/opportunities for contribution from the private sector

	<ul style="list-style-type: none"> • Council management capability/ability to retain competent and experienced resources for the duration of the contract
Time	<ul style="list-style-type: none"> • certainty that deadlines and NNND's will be met, critical completion dates, need for a quick start or is early completion of benefit to the Council? • ability to accommodate potential disruptions • outstanding or yet to be finalised approvals
Cost	<ul style="list-style-type: none"> • need for certainty of cost predictions/funding availability • need for lump sum (full price) cost competition in the tender decision • is it more important to have the most skilled or most economical team? • ability to achieve the optimum combination of whole of life costs and quality to meet the user requirement.
Ability to Deliver the Required Scope And Quality	<ul style="list-style-type: none"> • incentives and impediments to: (a) meeting user needs, (b) improving whole-of-life recurrent cost efficiency, (c) appropriately allocating and managing design risks, (d) accommodating future works and variations, (e) providing necessary innovation and flexibility • iconic vs. functional outcomes • required level of Council staff and stakeholder involvement in, and influence over, the design • impact of site or technical uncertainties (e.g. geotechnical, environmental, green field (vacant sites) or brown field (site containing existing infrastructure), future proof new technology etc).
Ability to Manage Contractor and Stakeholders/Interfaces	<ul style="list-style-type: none"> • consider physical, contractual, statutory approval, stakeholders, operational, related essential projects nearby that will impact project and any other types of interfaces • degree of stakeholder liaison, influence and agreement required for success of the project • commitments made to the public or stakeholders • approvals and agreements required, and the likelihood of significant approval conditions
Focus on Future Operations of Asset And Knowledge Management	<ul style="list-style-type: none"> • knowledge handover to operations and maintenance personnel to ensure a smooth start to operations

	<ul style="list-style-type: none"> • Likelihood of achieving desired efficiencies in the operation and maintenance of the asset (to minimise recurrent costs, staffing levels, etc. • Opportunity for operational staff and service providers to have input and participation in the project
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3.3. Analysis of options

A quantitative analysis of options has been undertaken of each of the three potential packages. The analysis is detailed in **appendix A**. The first and second ranked are highlighted in green.

Procurement Delivery Method	Pumping Stations		Pipelines		Landscaping	
	Score	Rank	Score	Rank	Score	Rank
Design and Construct	5.05	1	3.95	7	4.55	4
Document and Construct	4.75	3	4.05	6	4.8	1
Construction Management (CM)	3.3	5	3.5	8	4.25	6
Design/Tender/Construct	5	2	5.2	1	4.75	2
Managing Contractor (MC)	3.3	5	4.35	3	4.15	7
Alliance Contracting (GMP)	3.3	5	4.3	4	4.75	2
Cost Plus	3	8	4.5	2	4.4	5
Direct Managed (DM) with Panel/Framework Agreements	3.65	4	4.25	5	3.85	8

3.4. Recommended procurement model

In comparing the various options, the key considerations include:

- For the pumping stations
 - The multi-criteria analysis shows that pumping stations suit either a design&build or a traditional design/tender/construct approach due to the well-developed standard and configurations established
 - The main driver towards design&build is the various approaches to the construction of the pumping station chamber. Different contractors will employ different methods. Another option considered was using an ECI process for contractors to take part and provide feedback on the design of the pumping station chamber.
 - It is best that this part of the pumping station is designed by the contractor to avoid unnecessary design costs. This allows different construction techniques to be used by each contractor bidding for the work
 - The chamber is only one part of the overall pumping station: the balance is layout, valve and pump selection. Electrical design is best done on a fully documented basis due to the specific operational requirements of the Council across the whole network

The recommended approach is a fully documented design/tender/construct procurement model for the pumping stations, and consider the additional of D&B element in the tender process solely for the pump chambers.

- For the pipelines:
 - There is significant interface risk in construction of the pipelines due to the proximity to residential houses, urban environment, geotechnical conditions and services
 - Because of this, a D&B approach is not recommended as it would leave considerable risk of variation due to needing to adjust to stakeholder needs which may be difficult to anticipate or transfer this risk to the contractor
 - That said, the geotechnical and services risks on this site means that the additional expertise of an experienced contractor would add value to the design process and assist in ensuring an optimum design
 - For this reason, engagement of the short-listed contractors on a two stage process to take part in an ECI process, with subsequent tendering between these contractors would be advantageous
 - The Cost Plus option scored well on the assessment. This is because the contractor doesn't need to build risk into their pricing. However, this is not recommended as it transfers too much risk to the Principal
 - In practice, a middle option may be chosen whereby a "provisional sum" which could lead to a cost-plus variation may be appropriate for certain items of high uncertainty as part of a measure and value based contract that is procured through design/tender/construct model

The recommended approach is a fully documented design/tender/construct procurement model for the pipelines, with the additional of ECI with the shortlisted tenderers.

- For the landscaping and earthworks
 - The scope of works is well established and a wide range of contractors would be suitable for the work
 - This calls for a different set of skills from the pipeline or pumping station contractor, and so could be seen either as a sub-contractor to one of these or a separate contract
 - It would ideally involve a period of maintenance for the planting to incentivise best practice
 - For civil contractors who would compete for the earthworks and landscaping, they are most familiar with fully documented design. It is unnecessary to introduce a more complex contracting process for this relatively well defined construction activity

The recommended approach is a fully documented design/tender/construct procurement model for the earthworks and landscaping..

3.5. Packages and Bundles of contracts

Outcomes sought

In determining the scope of package and bundling, the following outcomes are sought:

- Value for money
- Efficient management
- Contractor suitability
- Local economic impact
- Confidence in delivery

Bundling options

Two principal approaches to packaging and bundling has been considered:

- (a) Packaging by element type (pumping stations, pipelines and earthworks); or
- (b) Packaging by geographical location of system

These could be bundled as follows:

1. All PS, earthworks and pipelines in one contract; or
2. Pipelines and earthworks in one contract, PSs in another; or
3. Three separate contracts for each type
4. Separate contracts for each geographical area of work that includes pump stations, earthworks, and pipelines in each area as per the following table:

Package	Name	Estimated construction costs
1	Otaki Street Pump Station and Rising Main	\$2.9 m
2	Otaki Interceptor Pipework	\$2.6 m
3	Beach Road PS, Rising Main & Feldwick SMA	\$3.0 m
4	McIntosh Drain PS & SMA	\$2.3 m
5	McIntosh Drain Culvert & Channel Upgrade	\$1.7 m
6	Sneyd Street Pipework	\$0.20 m
7	Dudley Drain & Feldwick Drain Pump Stations	\$0.51 m

Considerations

- Further breaking down of the contracts was considered but discarded at this stage of the project. This is because of the greater attractiveness of the larger packages to larger more capable contractors, as well as minimising the client/contractor interfaces.
- There are advantages of a larger number of smaller contracts to attract smaller and local contractors (and hence spread the economic benefit), but these do not outweigh the disadvantages. The “local benefit” element could be included as an evaluation criterion to assist with this as well as maintaining medium size packaging and range of sizes.
- While the concept of packaging by element type (pump station, pipeline, earthworks) is likely to attract specialist and capable contractors, the approach involving separate contracts for each geographical area is preferred for the following reasons:

Local Economic Impact:

- Very large package sizes would limit the ability of local contractors to compete.
- Smaller packages would spread the economic impact of the shovel ready funding across multiple firms, and hence better meet the objective of job support and creation of this programme.

Value for Money

- In theory, larger packages could attract economies of scale, however, in practice the packages are large enough that these savings are not typically evident.

Efficient management

- Having a wider number of packages creates a greater management cost.
- However, it would also allow the deployment a greater number of resources simultaneously, leading to a faster rate of construction and comparative overall management cost.

Contractor suitability

- While the three element-based packages are more suited to different contractor types, the alternative of pumping station/pipeline combined packages are typically delivered by a main contractor with specialist sub-contractor (or different gangs within the same contractor) and so either option will allow the most suitable contractors to undertake the work. This is assuming that as long as the evaluation places an emphasis on quality as well as price.

Confidence in delivery:

- In having only three packages, this would create greater reliance on the contractor, and hence the effect of contractor failure is increased.
- Having a wider number of packages, although carrying greater management cost, would also spread the risk presented by the performance of an individual contractor,

Bundling of packages by geographical area is the recommended approach to bundling the physical works. This is supported by the recommendation to employ a Design/Tender/Construct procurement model for all physical works.

3.6. Professional Services

The following approach to procurement of professional services are set out in the following table:

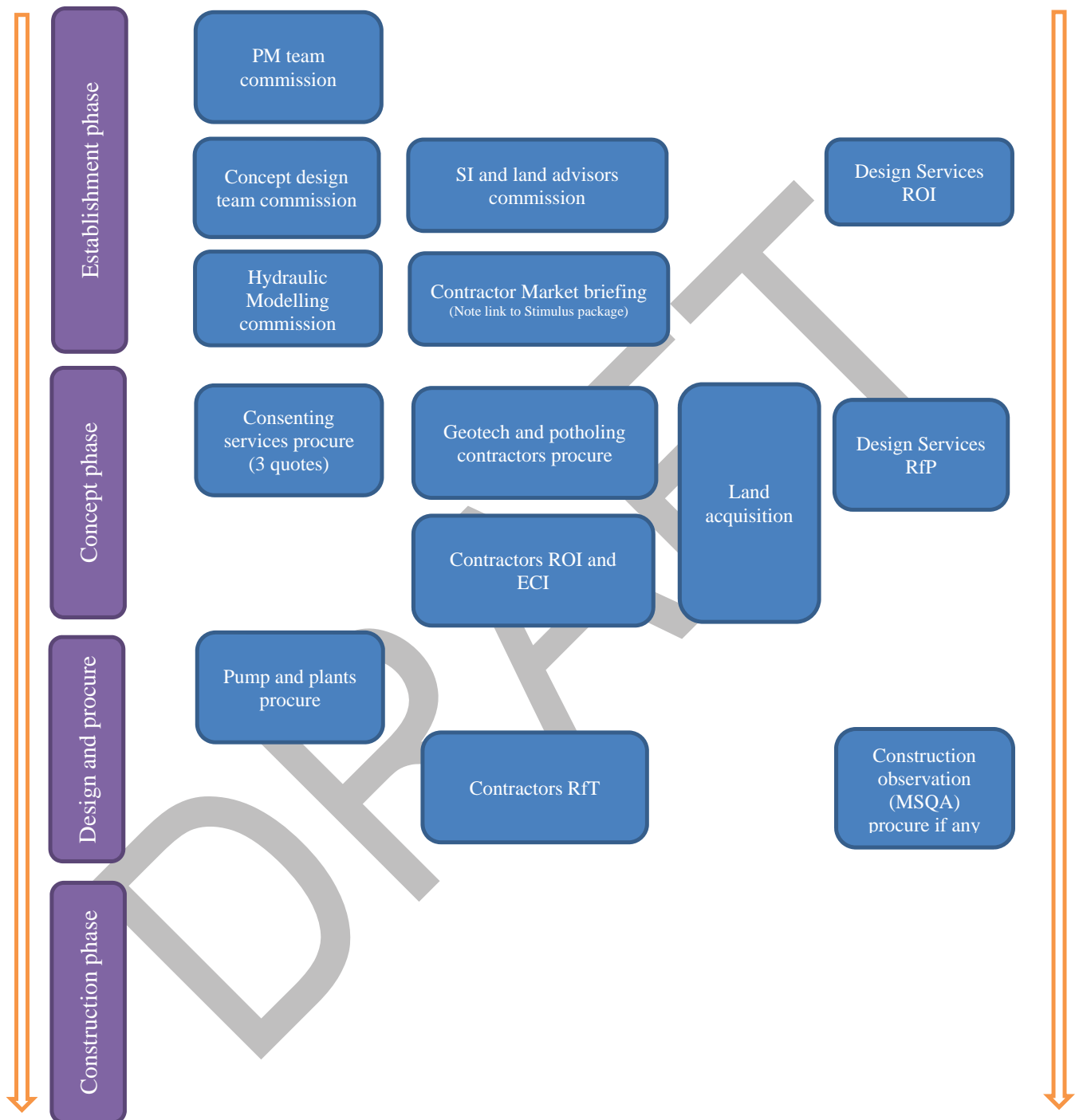
Service	Procurement Method	Rationale
Project management	Direct commissioning	Speed required to stand up project team coupled with existing knowledge and relationships. Cost low compared to cost of procurement and overall project and effect of delay
Concept design	Direct commissioning / resourced internally	Speed required to finalise concept design. Need to procure best resources available where value significant exceeds cost and effect of delay
Detailed design	Two stage procurement through open tender and shortlisting	Significant fees expenditure. Programme allows open tendering to be accommodated and follows WDC procurement policy. Shortlisting (i.e. two stage) to limit cost of bidding on supplier market
Construction observation	Included above as provisional item or resourced internally	Competitive pricing achieved through above tender prices but may be able to be resourced more cost effectively if resources are available in-house at the time of construction
Statutory consent planning	Three quotes (after initial scoping)	WDC procurement policy
Site investigation (geotechnical and potholing)	Three quotes for each contract (CPT and potholing)	WDC procurement policy
Land acquisition	Direct commission	Speed required to advance land negotiations. Need to procure best resources available where value significant exceeds cost and delay

3.1. Materials supply and nominated sub-contractors

The following materials are proposed to be procured directly and in advance of the contractors being commissioned:

Material	Procurement Method	Rationale
Pumps	Nominated supplier through Main Contractor	Pump type is specified for the system and must fit with WDC operational requirements (common parts and types across network). Some lead time issues
Plants	Three quotes for ordered plants and novated to contractor	Long lead item
Electrical	Nominated sub-contractor for Nairn Electrical or Christchurch Electrical	Consistency of district wide electrical control and telemetry systems.

4. Procurement sequence



Appendix A: Multi-Criteria Analysis

From spreadsheet

DRAFT

Appendix B: Outline of procurement models¹

Fully Documented

General Description

The 'Traditional' method of project delivery is via Fixed Lump Sum or measure and value procurement. Tenderers provide a price based upon a fully documented scope of works and schedule of quantities. Variations to the price occur during the course of construction due to Principal directed changes, measured quantities (if M&V) and documentation errors or omissions.

Form of Contract

New Zealand Standard General Conditions of Construction Contract NZS3910 or NZS3915 (Conditions of contract for building and civil engineering construction) can be used for this form of delivery.

Project Team

Consultants are engaged direct to the Principal for the duration of the Design, Construction and Defects Liability Period phases. The Project Manager is typically engaged as a Client Representative for administration of the construction contract on behalf of the Principal.

Project Budget

A high degree of cost certainty can be obtained prior to any construction works commencing. During the design phase the project Cost Consultant develops and maintains a detailed Cost Plan based upon industry knowledge and market rates. The Project Budget requires the allocation of appropriate design phase and construction phase contingency to provide for unforeseen costs during delivery.

Time

¹ Acknowledging MB Associates for this summary of procurement models

The traditional method is not a 'fast-track' approach and is therefore typically slower than other delivery methods. Construction only commences following full completion of the design and tendering processes.

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Advantages	Disadvantages
<ul style="list-style-type: none"> ▪ Full control over scope, design and design performance (quality criteria). ▪ Cost certainty prior to construction commencing. Often important for Principals requiring cost certainty in their development model prior to committing to the project. ▪ Approach is very well understood by the local market including project communication protocols and project governance structure. ▪ Allocation of risk is well known in the industry. ▪ Special conditions of contract can be easily added to standard form Fixed Lump Sum contracts. ▪ Well suited to relatively 'clean' projects where risks are easy to identify and are well understood. ▪ When markets are very competitive this method can achieve excellent tender results. 	<ul style="list-style-type: none"> ▪ Method not as fast as alternative options. ▪ Design error and documentation error and omission risk sits with Principal (and this can be significant) ▪ Design and documentation responsibility and risk remains with the Principal. ▪ The risk of Statutory Requirements changes remains with the Principal. ▪ Lack of constructability advice and construction market knowledge during the design phase. ▪ Not always suited to complex or 'messy' refurbishment style projects or projects being undertaken in complex operational environments. If this method of procurement is selected in these circumstances the Principal can typically expect to pay an upfront cost premium at tender time due to the need for the Contractor to price risk.

Design & Construct

General Description

This is a project delivery method whereby the Contractor takes responsibility for both the design and construction of the project based on a concept and requirements specified by the Owner. Also referred to internationally as Design & Build or Turnkey, the latter typically being a more extreme risk transfer model.

The 'Design & Construct' method of project delivery is where the design is completed to concept level, and where the project is then tendered as a Design & Construct contract based on performance specification documents.

This method allows for the Principal to establish the key parameters of the project by way of performance design briefs for design implementation by the D&C Contractor. Consultant inputs may be required to develop early design brief and concept documentation.

Form of Contract

New Zealand Standard General Conditions of Construction Contract NZS3910 or NZS3915 (Conditions of contract for building and civil engineering construction) can be used for this form of delivery.

Amendments are required for the nomination of the novated design consultants, along with the provision of descriptive design briefs for novated consultants and performance design briefs where selected consultants are not novated.

Project Team

The design team prepares a performance brief document on behalf of the Principal. Their scope of service is then significantly reduced upon award of the D&C Contract. Typically, the original design consultants may be retained to perform a 3rd party design validation role during the D&C Delivery phase. The Project Manager and Cost Planner remain engaged by the Principal to administer the Contract.

Option to Novate Design Team

The 'Novated Design & Construct' method of project delivery is where the preliminary design is completed by the Principal and the project is then tendered by Head Contractors as a Design & Construct contract. To complete the balance of the design,

the existing design team is “novated” or transferred to the D&C Contractor under the terms of the contract.

Subject to design quality requirements developed by the Principal in the initial design phase, the design team is novated to the D&C Contractor for the primary design services only, with secondary design services being completed either by design consultants selected by the Head Contractor or by D&C Trade Contractors to a performance specification set by the design team and Principal.

Upon ‘novation’ the design consultants work for the D&C Contractor and will complete the design work to descriptive or performance specifications which outline the minimum standard that the Principal requires from the final design outcome.

Project Budget

The Project Budget requires the allocation of Construction Contingency to provide for unforeseen costs during construction. The D&C Contractor assumes the design risk upon contract award and must deliver a product that is ‘Fit for Purpose’.

Advantages	Disadvantages
<ul style="list-style-type: none"> ▪ This option is a mild form of “Fast Track” project delivery providing some time advantage. ▪ Allows for the total cost of the project to be identified and committed early in the project programme. ▪ Transfers design risk to the D&C Contractor and therefore provides the Principal with a greater level of cost certainty. ▪ Single point responsibility leading to a more streamlined interface with the Principal. ▪ Reduced administration required by the Principal. 	<ul style="list-style-type: none"> ▪ The D&C Contractor must demonstrate that the end product is ‘Fit for Purpose’. This can lead to debate over the suitability of the design undertaken by the D&C Contractor, or interpretation of the performance brief criteria. Third party design review is often required. ▪ Loss of design quality control. ▪ The opportunity of time improvement may tempt an early tender call and over-ride the intended completeness of the contract documentation, however, this risk is present for all standard contract forms and remains a matter for management diligence. ▪ For Novated Design & Construct Models the design team can often feel a conflict of interest due to the change in engagement from Principal to D&C Contractor. ▪ Danger of Design & Construct becoming Construct and Design. ▪ There is a limited pool of truly competent Design & Construct Contractors in the NZ market place.

Document & Construct

General Description

Document and construct, as opposed to design and construct, allows greater control over the end product and a better capacity to comparatively assess tenders, whilst retaining client flexibility to consider alternative value management proposals from tenderers.

The significant difference is that the design phase is significantly advanced beyond concept stage, and may in fact have been substantially completed by client's design consultants.

To retain the design and construct advantage of a single line of responsibility, the contractor is required to take over and be responsible for all design completed prior to entry into the contract, and assume responsibility for the design consultants who have prepared the design upon which the contract has been let. To achieve this, the client's design consultants' terms of engagement are novated to the contractor, a legal mechanism by which the contractor steps into the client's contracts with the design consultants on the same terms of engagement.

Advantages	Disadvantages
<ul style="list-style-type: none"> ▪ The Client has a significantly greater control over the design of the end product as design may be substantially completed prior to contracting; and ▪ The Client selects and engages design consultants who are subsequently novated to the contractor. 	<ul style="list-style-type: none"> ▪ An extended tendering period must be allowed to permit prospective contractors to assess prior design and the clients design consultants, to be able to price the risk of design; the extended tendering period results in a later commencement of construction and, unlike design and construct, does not allow an overlap between design and construction; ▪ The efficiencies possible under design and construct, which can be achieved by the contractor fine-tuning design by buildability and value management studies to reduce time and cost, are not present to the same degree and may require redesign to allow the contractor to increase buildability and utilise its preferred construction methodology; ▪ Contractors with the expertise to undertake design and construct project delivery may be reluctant to price the risk of accepting responsibility for prior design; and ▪ Increasingly, some design consultants are showing resistance to novation.

Construction Management

General Description

Construction management is a procurement route in which the works are constructed by a number of different trade contractors. These trade contractors are contracted to the client but managed by a construction manager (CM).

The Client places a direct contract with each of the trade contractors and utilises the expertise of a construction manager who acts as a consultant to coordinate the contracts. The trade contractors carry out the work and the construction manager supervises the construction process and coordinates the design team. The CM has no contractual links with the trade contractors or members of the design team. Their role includes preparation of the programme, determining requirements for site facilities, breaking down the project into suitable works packages, obtaining and evaluating tenders, coordinating and supervising the works.

Construction management differs from management contracting, in that management contractors place contracts with works contractors (equivalent to trade contractors in construction management) direct, whereas construction managers only manage the trade contracts, the contracts are placed by the client.

As the client is required to place and administer the trade contracts (of which there may be a large number) and perhaps to accept price uncertainty, construction management is only appropriate for experienced clients.

The construction manager is generally appointed early in the design process so that their experience can be used to improve the cost and buildability of proposals as they develop, as well as to advise on packaging, the risks of interfaces between packages, and the selection of trade contractors. Construction managers are often appointed at the end of the concept design stage.

Appointing a construction manager enables some trade packages to be tendered earlier than others, and sometimes, even before the design is completed. For example, piling might commence whilst the detailed design of above ground works continues. This can shorten the time taken to complete the project; however, it means that there will be price uncertainty until the design is complete and all contracts have been let.

Advantages	Disadvantages
<ul style="list-style-type: none"> ▪ Overall project duration reduced by overlapping design and construction ▪ Construction manager can contribute to the design and project planning process ▪ Changes in design can be accommodated without paying a premium ▪ Prices may be lower due to direct contracts with trade contractors ▪ Client has means of redress to trade contractors through direct contractual links 	<ul style="list-style-type: none"> ▪ Price certainty not achieved until last trade package is let ▪ Changes to later packages may adversely affect packages already let - expensive ▪ Need an informed, proactive Client ▪ Client has a lot of consultants and contractors to administer

Managing Contractor

General Description

Managing Contractor procurement is an approach where the Managing Contractor undertakes to manage the carrying out of the Works through trade contractors, and those trade contractors are contractually accountable to the Managing Contractor – *Royal Institute of Chartered Surveyors*

The Managing Contractor method of project delivery is arranged in a manner which separates the Managing Contractor's Fee Offer (Preliminaries, Overheads & Margin) from the Trade Contractor Costs. The Managing Contractor submits a Management Fee Offer to perform the role of Managing Contractor. This is often undertaken very early in the project's lifecycle; the model is also sometimes referred to as an ECI (Early Contractor Involvement) model.

The MC Fee Offer is typically formulated based upon early project Concept Design documents or a detailed description of the Principal's Project Requirements. From this the Managing Contractor is able to formulate an understanding of the complexity of the works and its likely duration based on the Concept Design documents. This allows the Managing Contractor to submit a Fixed Fee Offer which includes preliminaries, overheads and profit and is based upon a defined programme or duration.

The trade components of the project are treated as Provisional Sums within the initial project Cost Plan. As the design develops the Managing Contractor will assemble the documented scope into Trade Packages and proceeds with tendering individual trade packages. Trade pricing is commonly sought from a minimum of three tenderers in each trade. The pricing received from Trade Contractors is presented by the Managing Contractor in an open book fashion.

The sequential letting of trade contracts allows for the progressive issue of design documents in trade package format and results in the Provisional Sum being "drawn down" on a package by package basis.

The Managing Contractor's Preliminaries, Overheads & Margin, along with the approved Trade Contract Sums combine to form the final Contract Sum.

Form of Contract

New Zealand Standard General Conditions of Construction Contract NZS3910 or NZS3915 (Conditions of contract for building and civil engineering construction) can be used for this

form of delivery however special conditions are added to cover for the administration of the Trade Provisional Sums.

Project Team

The Consultant Team is engaged direct to the Principal for the duration of the Design, Construction and Defects Liability Period phases. The Project Manager is typically engaged as the contract Superintendent or Principal's Representative for the administration of the construction contract on behalf of the Principal.

Project Budget

Cost certainty is not known until the final Trade Package has been tendered and awarded. It is critical that the project Cost Plan is developed in a comprehensive manner to reduce the risk of cost overruns when market pricing is obtained.

Managing Contractor procurement typically involves regular value management of the scope prior to the award of trade contracts. This mechanism allows the project team to deal with potential trade cost overruns and also provides opportunity to achieve tender letting gains by obtaining further constructability advice from the market.

Option to Novate Design Team

Under the Managing Contractor model the Principal may also elect to novate the design team to the Managing Contractor at a certain point during the delivery process. Upon "novation" the design consultants work for the Managing Contractor and complete the design work to descriptive or performance specifications which outline the minimum standard that the Principal requires from the final design outcome. This option allows the Principal to transfer additional risk to the Managing Contractor.

Option to Obtain a Fixed Price Offer

At any point during the project the Principal may request the Managing Contractor to provide an offer to complete the remainder of the project for a Fixed Price. In these circumstances the Managing Contractor has typically tendered and engaged the majority of the trade packages, the Principal asks the Managing Contractor to put forward a Fixed Price Offer based upon completing the works. This process typically involves risk transfer whereby the Managing Contractor takes on board a greater level of risk for the Fixed Price. This process is often used when the design team is also novated to the Managing Contractor. This process is normally a strategic decision on behalf of the Principal to transfer risk and obtain greater time and cost certainty.

Advantages	Disadvantages
<ul style="list-style-type: none"> Managing Contractor procurement is widely accepted as a highly collaborative model. Transparency and trust within the broader team is encouraged to improve overall team performance. Early Contractor involvement ensures good advice in terms of constructability and market knowledge which can be used to inform the design. The Principal can direct changes to the design without the risk of incurring large cost penalties normally associated with Fixed Lump Sum contracts. By appointing a Managing Contractor early, the commencement on site of critical early works packages can occur. This fast-tracks the overall programme of work. The Principal and Managing Contractor can select trade contractors based upon quality criteria including performance capability, experience, personnel etc. Design control is very good. Great model when dealing with 'messy' refurbishment projects or projects being delivered in complex operational environments. It allows flexibility with the Managing Contractor able to work with operational constraints without the need to claim for additional management costs. The Managing Contractor preliminaries, overheads and margin can be fixed which provides for a degree of cost certainty to the Principal as the Managing Contractor carries the risk of time. Provides the opportunity to novate the 	<ul style="list-style-type: none"> Cost certainty is not known until after construction has commenced or in some cases well progressed. Reliance on the accuracy of the preliminary project Cost Plans. Tendering to select trade contractors may result in a lack of competitive pricing. Administration levels are high during the trade contractor pricing process. Design error and omission risk remains with the Principal. Probity becomes an issue when the Managing Contractor intends to undertake some of the work packages themselves. The Principal may be exposed to a higher risk of contract default from trade insolvency or non-performance; however, this risk is to be balanced and managed by the selection of trade contractors as repeat business partners. Managing Contractor procurement is a low risk strategy to the Managing Contractor which can lead to a lack of incentive to perform. Collaborative frameworks are sometimes not well understood in parts of the industry. Collaborative models can sometimes lead to confusing leadership accountability and decision-making processes.

<p>design team.</p> <ul style="list-style-type: none">▪ Provides the opportunity to seek a Fixed Price Offer from the Managing Contractor at a certain point throughout the delivery phase. This leads to risk transfer and greater cost and time assurance.	
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Guaranteed Maximum Price

General Description

All contract types allow for contract price rises if the Principal changes the scope of works. Projects are also susceptible however to contract price variations arising from latent conditions, poor contract documentation, design error and omission, incorrect performance briefing, statutory changes, statutory authority requirements or requirements from adjoining owners etc.

In order to defend against cost risk contracts can be amended to include for a Guaranteed Maximum Price (GMP) option. Under this arrangement, the Contractor will submit a tender price with an upper level "cost cap" at which the contract sum is set and which is partnered with a "no variations" clause, except for Principal instructed scope change. This cost cap in effect becomes the Guaranteed Maximum Price.

Whilst possible to arrange, it is rare for a GMP to be applied to a Fixed Lump Sum contract, as the Contractor has no control over the detailed design outcome and, therefore, has a limited opportunity to manage cost risk. More commonly, the GMP concept is applied to D&C contracts or Managing Contractor contracts whereby the design team has been novated.

Early Contractor Involvement (ECI)

General Description

On traditional construction contracts, the client first appoints consultants to design the project in detail, and then a contractor is appointed to construct the works.

However, this can be seen to be a somewhat fragmented and adversarial project structure which does not give the contractor the opportunity to contribute to the development of the design that they will be required to construct.

Early Contractor Involvement (ECI) is where a contractor's skills are introduced early into a project to bring design 'buildability' and cost efficiencies to the pre-construction phase'.

Typically, early contractor involvement might be enabled by a two-stage tender process, used in the first stage to procure contractor involvement in the design process, and in the second stage to procure construction of the works. Other procurement routes, such as design and build, construction management, or management contracting might also allow a contractor to become involved in the design stage.

Early contractor involvement can enable the contractor to:

- Contribute to the design process.
- Build a better team-working ethic.
- Introduce innovations.
- Advise on buildability, sequencing, and construction risk.
- Advise on the packaging of the works.
- Advise on the selection of specialist contractors.
- Spend more time developing a construction strategy, recruiting staff, identifying partners and soon.
- Help develop the cost plan and construction programme.
- Help develop the method of construction.
- Obtain prices for work packages from sub-contractors or suppliers on an open book basis.
- Prepare a site layout plan for the construction stage.
- Draft the preliminaries for specialist and trade contractor bid documents.
- Assist with planning applications on matters concerning the build phase, such as; waste disposal, construction traffic movements, tree protection and so on.

It is particularly well-suited to large or complex projects but can be adopted to almost any project.

Early contractor involvement may require that the contractor undertakes the early design stages themselves, or that they simply contribute to the design development which is undertaken by others. There can sometimes be a degree of ambiguity about precisely what the contractor is expected to do in these stages, and this can cause confusion and dissatisfaction.

Another perceived disadvantage of early contractor involvement is that the contractor becomes involved in the project before it has been designed in detail, and so they are unable to give an accurate price for the construction works. Whilst contracts generally provide for some element of transparency and competition in the second state appointment, the reality is that other tenderers may have lost interest in the project, and the embedded contractor will have a significant competitive advantage.

Partnering / Alliance

General Description

Partnering (sometimes referred to as alliancing) is a broad term used to describe a collaborative management approach that encourages openness and trust between parties to a contract. The parties become dependent on one another for success and this requires a change in culture, attitude and procedures throughout the supply chain. It is most commonly used on large, long-term or high-risk contracts.

Partnering can be adopted for a one-off project or can be a long-term relationship over a number of projects (such as a framework agreement). The longer the contract, the greater the benefit of partnering as there is more opportunity for building working relationships, finding improvements and planning investment. Where a partnering relationship is for a specific project, it is known as 'project partnering'. Where it is a multi-project relationship it is known as 'strategic partnering'.

Partnering requires both expertise and commitment from the client to set up and manage the process effectively and to act as an adjudicator of disputes. It can be arranged either by use of a traditional contract with a separate partnering agreement, or by use of a contract with an aligned partnering agreement. It can be either a two-party or multi-party arrangement.

Contracts are often arranged on a cost-reimbursable, target-cost, open-book basis including both incentives, and penalties. Problem resolution procedures should be based on solutions not blame, and there should be procedures in place to ensure continuous improvement. This requires continual benchmarking, target setting, assessment, feeding back and adaptation.

While there are clear benefits to partnering in certain circumstances, there can be risks that partnering becomes a paper exercise unless there is proper buy-in throughout the supply chain and that 'cosy' inefficient relationships develop. There is also some criticism that large partnering contracts can exclude smaller companies and so may hamper innovation.

Panel Agreements

Panel Agreements

A panel/framework is an agreement with suppliers to establish terms governing contracts that may be awarded during the life of the agreement. In other words, it is a general term for agreements that set out terms and conditions for making specific purchases (call-offs).

Panel contracts are one of various possible procurement strategies that public authorities can select. In many cases, public authorities will prefer to adopt a sole supplier contract. Once all available procurement options are considered, a decision can be reached as part of the acquisition plan to ascertain which strategy is the most appropriate to achieve the public authority's procurement objectives.

A panel contract may be appropriate when:

- there are a number of suppliers who can provide the good or service
- there is a strong and ongoing demand for the good or service
- the procurement requirement cannot be adequately predicted
- support can be secured from a sufficient number of public authorities prepared to commit to an exclusive arrangement with a panel of providers (where the panel is intended for the use of more than one public authority)
- the volume of work may be too large for one supplier to undertake
- there is an advantage in having a choice of suppliers (e.g. to avoid potential conflicts of interest, maintain competitive tension).

Note that a framework covers the provision of a generic group of goods, works or services (or a combination), for example:

- Goods – hardware/software;
- Services – design consultancy; and
- Works – construction of infrastructure.

There would normally be one framework for each generic group, but you may have a framework agreement with more than one supplier under each framework.

Cost Plus

General Description

A form of building contract where the contractor is reimbursed for the costs they have actually incurred in the construction of the project, plus a fee to cover their overheads and profit. This fee is usually either a fixed amount or a percentage of the final actual costs.

Advantages	Disadvantages
<ul style="list-style-type: none"> ▪ Higher quality since the contractor has incentive to use the best labour and materials; ▪ Lower risk of having the project overbid; ▪ Often less expensive than a fixed-price contract since contractors do not need to charge a higher price to cover the risk of a higher materials cost than expected 	<ul style="list-style-type: none"> ▪ Risk for paying much more than expected on materials; ▪ The contractor also has less incentive to be efficient since they will profit either way; ▪ Additional administration and oversight are needed to ensure that the contractor adheres to cost controls and other austerity measures;

FUNDING AGREEMENT

BETWEEN

ŌTĀKARO LIMITED

AND

**[WAIMAKARIRI DISTRICT
COUNCIL]**

FOR

**[KAIAPOI STORMWATER AND
FLOODING IMPROVEMENTS]**

PROJECT REFERENCE [P554]

Funding Agreement – Ōtākaro Limited

Part 1: Key Details

1. **Parties**

ŌTĀKARO
Ōtākaro Limited, company number 5891655 (**Ōtākaro**)

RECIPIENT

[WAIMAKARIRI DISTRICT COUNCIL] (**Recipient**)
2. **Background**

The Recipient has been approved by the New Zealand Government for funding support through the COVID Response and Recovery Fund shovel ready project initiative for the Recipient to deliver the Project(s) described in **Part A of Schedule 1 (Project)**.

Ōtākaro has been mandated to distribute and manage the funding support under this Agreement.

Key details of this Agreement are set out in this **Part 1**, general terms are set out in **Part 2**, and defined terms are set out in **Part 3**.
3. **Benefits**

Job creation: The Project(s) are expected to create approximately [45] Full Time Equivalent Jobs over 12 months.

Other benefits: The Project(s) are also expected to give rise to the other benefits outlined in **Part B of Schedule 1** (e.g. social benefits, economic benefits, apprenticeships created, etc) (**Benefits**).
4. **Funding**

The total Funding available to be paid by Ōtākaro under and on the terms of this Agreement is up to [\$9,000,000.00] plus GST (if any). This is the **Total Maximum Amount Payable**. The Recipient is required to fund all other costs required to complete the Project(s), and must ensure that the Co-Funding is committed as at signing of this Agreement and remains committed during the duration of the Project(s).

On completion of a Project Milestone(s) set out in **Part C of Schedule 1 (Project Milestones)** (including by satisfaction of the applicable Project deliverables set out therein), the Recipient must, subject to clauses 1.3 and 1.5, submit a Payment Request to CIP for payment of the corresponding progress payment (**Payment Milestone**) in accordance with **Part C of Schedule 1**.

Each Payment Request is to be signed by the [Utilities and Roading Manager]¹ and an authorized signatory of the Recipient, and must include the information set out in **Schedule 2**.

CIP will pay the Recipient the Funding for each Project by way of Payment Milestones on satisfactory completion of the applicable Project Milestones.
5. **Co-Funding**

The Recipient is required to contribute Co-Funding of [\$9,000,000.00] to the Project(s), either by directly providing such funds, by procuring a third party to provide such funds, or both. Co-Funding must be contributed to Eligible Costs of each Project in instalments in accordance with **Part C of Schedule 1**.
6. **Reporting**

The Recipient must provide Ōtākaro with monthly reports by the 10th Business Day following the end of each month (excluding December), and quarterly reports by the 10th Business Day following the end of each January, April, July, and October prior to the End Date.

The Recipient must provide Ōtākaro with a Post Contract Outcomes Report within 6 months of completion of the Project(s).

Each **monthly report**, **quarterly report** and **Post Contract Outcomes Report** must include the information for the Project(s) set out in Schedule 3.
7. **Special Terms**

[To add where applicable] / [None]

¹ Applicable title to be confirmed for each Recipient.

Funding Agreement – Ōtākaro Limited

- 8. Head Contractor** The head contractor for the Project(s) must be procured in accordance with clause 3.5(d) of **Part 2**.

- 9. Contact Person**
- | | |
|-------------------------|---------------------------------------|
| Ōtākaro Contact Person: | Recipient's Contact Person: |
| Name: | Name: [Harriette Davies] |
| Email: | Email: [harriette.davies@wmk.govt.nz] |

- 10. Address for Notices**
- | | |
|---|--|
| To Ōtākaro Limited
Level 8
Anthony Harper Tower
62 Worcester Boulevard
Christchurch | To the Recipient: [WAIMAKARIRI DISTRICT COUNCIL] |
| Attention: | [215 High Street, Rangiora
Private Bag 1005
RANGIORA 7440] |
| Email: | Attention: [Gerard Cleary] |
| | Email: [gerard.cleary@wmk.govt.nz] |

SIGNATURES **SIGNED** for and on behalf of
ŌTĀKARO LIMITED
by the person named below, being a
person duly authorised to enter into
obligations on behalf of Ōtākaro
Limited:

Name:
Position:
Date:

SIGNED for and on behalf of
[WAIMAKARIRI DISTRICT COUNCIL]
by the person named below, being a
person duly authorised to enter into
obligations on behalf of the
Recipient:

Name:
Position:
Date:

END OF PART 1

Funding Agreement – Ōtākaro Limited

PART 2: GENERAL TERMS**1. FUNDING**

- 1.1. Each Payment Milestone amount set out in **Part C of Schedule 1** represents the maximum payment to be made by Ōtākaro towards Eligible Costs for completion of the applicable Project Milestone.
- 1.2. Ōtākaro will pay each Payment Milestone amount to the Recipient, subject to the terms of this Agreement.
- 1.3. Ōtākaro is not required to pay any Payment Milestone in respect of a Payment Request:
 - (a) that does not satisfy the requirements of **Item 4 (Funding)** of **Part 1 (Key Details)**;
 - (b) while there are one or more Termination Event(s) subsisting;
 - (c) if this Agreement has expired or been terminated; and/or
 - (d) if Funding has been suspended under clause 1.5.
- 1.4. Subject to the terms of this Agreement, Ōtākaro will pay each valid Payment Request by no later than 20 Business Days after the date the Payment Request is received by Ōtākaro.
- 1.5. Ōtākaro may suspend Funding immediately on becoming aware that:
 - (a) the Recipient fails to meet a Project Milestone by the applicable Completion Date set out in **Part C of Schedule 1** (as may be amended in accordance with clause 3.17) and such failure has not been remedied within a period which Ōtākaro in its sole discretion believes is reasonable;
 - (b) the Recipient, in the reasonable opinion of Ōtākaro, is unable to fund the estimated costs of the Project(s) that exceed the Total Maximum Amount Payable; and/or
 - (c) there has been a material change to the scope of the Project(s) that does not satisfy clause 3.1.

2. CO-FUNDING

- 2.1. If Co-Funding is specified in **Item 5 of Part 1 (Key Details)**, the Recipient must:
 - (a) ensure that during the term of this Agreement the Co-Funding:
 - i. is and remains secured and available to the Recipient to be applied towards the Project(s); and
 - ii. is applied to Eligible Costs; and
 - (b) immediately notify Ōtākaro if it becomes aware of any circumstances that may result in the Co-Funding (or any part of the Co-Funding) not being secured and available to the Recipient to be applied towards the relevant Project.

3. RECIPIENT'S RESPONSIBILITIES**The Project(s)**

- 3.1. The Recipient must undertake the Project(s) as described in this Agreement and will not make any material reduction to the scope of the Project(s) without Ōtākaro's prior written consent, or make any material increase to the scope of the Project(s) without first satisfying Ōtākaro that the Recipient can fund or finance such additional scope.

- 3.2. The Recipient confirms that the Government funding in the form agreed supports the Project(s) proceeding in the timeframes contemplated in this Agreement.
- 3.3. The Recipient will take all reasonable steps to ensure that the Project Milestones are completed by the relevant Completion Date specified in **Part C of Schedule 1** (as may be amended in accordance with clause 3.17).
- 3.4. The Recipient undertakes to pay the Co-Funding (if any) and any and all cost overruns of the Project(s) and any funding shortfall, and acknowledges that Ōtākaro and the New Zealand Government have no obligations or responsibility whatsoever in respect of such Co-Funding, cost overruns or funding shortfalls.
- 3.5. The Recipient must ensure that each Project is carried out:
 - (a) in compliance with all applicable laws, regulations, consents, authorisations, rules and professional codes of conduct or practice, including all health and safety and employment and labour laws (including to ensure no migrant exploitation occurs), and ensure the Recipient's contractors and subcontractors are required to do the same;
 - (b) promptly with due diligence, care and skill, and in a manner that meets Best Industry Practice;
 - (c) by appropriately trained, qualified, experienced and supervised persons;
 - (d) by running an open arm's length procurement process pursuant to which contracts for material components of the Project(s) will be awarded to suppliers in accordance with good industry practice for procurement practices and guidelines that apply to the public sector, and the Recipient must provide evidence that it has complied with this obligation if requested by Ōtākaro;
 - (e) in a manner that takes into account the Construction Sector Accord's principles and guidelines; and
 - (f) using reasonable endeavours to obtain any necessary resource consents for the Project(s) in accordance with the COVID-19 Recovery (Fast-track Consenting) Act 2020, where such process is reasonably expected by the Recipient to accelerate the obtaining of such resource consents for the Project(s).

3.6. The Recipient will notify Ōtākaro if:

- (a) the number of Full Time Equivalent Jobs expected to be employed on the Project(s) is or will likely fall below the number specified in **Item 3 of Part 1 (Key Details)** and **Part B of Schedule 1**, and in doing so will provide a revised forecast; and
- (b) any of the expected Benefits specified in **Part B of Schedule 1** are unlikely to arise.

Information Undertakings

- 3.7. The Recipient will provide Ōtākaro with the reports specified in **Item 6 of Part 1 (Key Details)**, in accordance with the timeframes and reporting requirements set out **Item 6 of Part 1 (Key Details)** and **Schedule 3**.
- 3.8. The Recipient will provide Ōtākaro with any other information about the Project(s) reasonably requested by Ōtākaro within the timeframe set out in the request.

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3.9. The Recipient will promptly notify Ōtākaro if:

- (a) the Recipient (or any of its personnel or contractors) becomes aware of, or subject to, a Conflict of Interest; or
- (b) the Recipient becomes aware of any matter that could reasonably be expected to have an adverse effect on a Project, or result in a Termination Event or a breach of any term of this Agreement by the Recipient.

3.10. The Recipient will not at any time do anything in connection with the Project(s) that could reasonably be expected to have an adverse effect on the reputation, good standing or goodwill of Ōtākaro or the New Zealand Government. The Recipient will keep Ōtākaro informed of any matter known to the Recipient which could reasonably be expected to have such an effect.

Funding, records and auditors

3.11. The Recipient will receive and manage all Funding in accordance with good financial management and accounting practices and to a high standard that demonstrates appropriate use of public funds.

3.12. The Recipient must keep full and accurate records (including invoices and accounting records) of the Project(s), and retain them for at least 7 years after the last payment of Funding under this Agreement. The Recipient must permit Ōtākaro (or any auditor nominated by Ōtākaro) to inspect all records (including financial and project records) relating to the Project(s), and will allow Ōtākaro and/or the auditor access to the Recipient's premises, systems and personnel for the purposes of this inspection.

3.13. The Recipient must, within three Business Days of demand, indemnify Ōtākaro against any cost, loss or liability incurred by Ōtākaro as a result of the Recipient's failure to pay any and all cost overruns of the Project(s) and any funding shortfall. This indemnity survives the termination of this Agreement.

Health and Safety and Conflicts of Interest

3.14. Without limiting its other obligations under this Agreement, the Recipient will:

- (a) perform its, and ensure that the Recipient's contractors and any subcontractors perform their, obligations in carrying out any works in relation to the Project(s) in compliance with its and their obligations under the Health and Safety at Work Act 2015;
- (b) on request by Ōtākaro, provide copies of its and its contractors' health and safety management plans applicable to the Project(s) for review; and
- (c) report any health and safety injury, or any notice issued under the Health and Safety at Work Act 2015, to Ōtākaro to the extent that it relates to, or affects, this Agreement or the Project(s).

3.15. The Recipient must address any potential or actual Conflict of Interest in relation to itself or its personnel or contractors in accordance with Best Industry Practice or, where required by Ōtākaro, to the satisfaction of Ōtākaro.

Project assets

3.16. The Recipient must not sell or dispose of the Project assets set out in **Part A of Schedule 1** during the term of this Agreement.

Project Milestone Completion Dates

3.17. The Recipient may request an extension of time to a Completion Date for a Project Milestone specified in **Part C of Schedule 1** for a Project, provided such extension of time request is supported by, and is not for a period that extends beyond, the date specified in a valid and approved extension of time claim certified by the Engineer to Contract for the relevant Project Milestone under the Construction Contract. Ōtākaro shall not unreasonably withhold such extension of time request that satisfies the requirements of this clause.

4. [PROJECT GOVERNANCE]

4.1. If advised in writing by Ōtākaro the Recipient will:

- (a) provide reasonable notice to Ōtākaro of all Project management group meetings and Project governance group meetings for the Project(s); and
- (b) provide copies of all documents and notices to be tabled at the Project management group meetings and Project governance group meetings for the Projects to Ōtākaro no later than 5 Business Days prior to the meetings, and the minutes of those meetings within a reasonable period after each meeting.

4.2. Ōtākaro may appoint observers who will be entitled to attend and speak at all Project management group meetings and Project governance group meetings (but will not be entitled to vote on any matter at those meetings).

4.3. If Ōtākaro has reasonable grounds for concern over the Recipient's ability to deliver the Project(s), including where a material change to the scope of the Project(s) arises, Ōtākaro shall be entitled to contract the necessary expertise (which may for example include, procurement, engineering, project management, financial expertise) to the Recipient at the Recipient's cost for the sole purpose of providing the expertise necessary to carry out the Project(s) to the standards required by the Agreement. The Recipient must allow such expertise to perform the role assigned by Ōtākaro to the Recipient on the Project(s), and do all things necessary to support and assist those contracted expertise to perform the role assigned to them by Ōtākaro.]

5. TERM AND TERMINATION

5.1. This Agreement will be effective on and from the Commencement Date (which will be the date this Agreement has been signed by both parties) and will remain in force until the End Date, unless terminated in accordance with this Agreement.

5.2. Ōtākaro can terminate this Agreement in full or part with immediate effect, by giving notice to the Recipient, at any time:

- (a) while Ōtākaro reasonably considers that the Recipient has become or is likely to become, insolvent;
- (b) while the Recipient is subject to the appointment of a liquidator, receiver, administrator, manager or similar person in respect of any of its assets, or [the Recipient is declared at risk pursuant to the Corporations (Investigation and Management) Act 1989][a Crown Manager or Commission is appointed in respect of the Recipient under Part 10 of the Local Government Act 2002]²;

² Delete as applicable

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- (c) where [the Recipient has ceased to carry on its operations or business (or a material part of them) in New Zealand; or]³
- (d) if the Site Works Commencement Deadline has not been satisfied;
- (e) where the Recipient fails to meet a Project Milestone by the applicable Completion Date set out in Part C of Schedule 1, and such failure has not been remedied within a period which Ōtākaro in its sole discretion believes is reasonable;
- (f) while any one or more of the following events or circumstances remains unremedied:
- the Recipient is materially in breach of any obligation, or a condition or warranty, under this Agreement;
 - the Recipient abandons a Project(s) or fails to pay its contractors or other suppliers to the Project(s) as and when due;
 - the Recipient fails to contribute the Co-Funding (if any) in accordance with **Item 5 of Part 1** (Key Details) or pay any Project cost overruns or funding shortfalls;
 - the Recipient has provided Ōtākaro with information in connection with or under this Agreement that (whether intentionally or not) is materially incorrect or misleading, and/or omits material information;
 - Ōtākaro reasonably considers that this Agreement or the Project(s) has caused, or may cause, Ōtākaro and/or the New Zealand Government to breach any legal obligations (including its international trade obligations);
 - the Recipient is involved in any intentional or reckless conduct which, in the opinion of Ōtākaro, has damaged or could damage the reputation, good standing or goodwill of Ōtākaro, Ōtākaro and/or the New Zealand Government, or is involved in any material misrepresentation or any fraud; or
 - [there has been any Change in Control of the Recipient, prior to the End Date, without the prior written approval of Ōtākaro.]⁴
- 5.3.** However, where Ōtākaro considers that a Termination Event set out in clause 5.2(f) can be remedied, Ōtākaro will give notice to the Recipient requesting a remedy, and will not exercise its right of termination unless the relevant event remains unremedied for at least 14 days (or any longer period agreed with the Recipient) after that notice has been provided by Ōtākaro.
- 5.4.** Ōtākaro may recover Funding from the Recipient as follows:
- Misspent Funding.** At any time Ōtākaro may recover the amount of any Funding that has been spent or used other than in accordance with this Agreement, together with interest on all such amounts calculated at 10% per annum from the date of the misspending to the date the money is repaid.
 - Co-Funding not provided.** If Co-Funding is required as set out in **Item 5 of Part 1** (Key Details), on expiry or termination of this Agreement, if the Co-Funding has not been used for the Project(s), Ōtākaro may recover an amount that represents the amount of Co-Funding that has not been used and may set off such amounts against any Funding payable to the Recipient.
- (c) **Project abandoned.** If the Recipient has abandoned a Project(s) or stated an intention to abandon a Project(s), and does not within 10 Business Days of being requested to do so by Ōtākaro demonstrate to the satisfaction of Ōtākaro that the Recipient will proceed with the Project(s), Ōtākaro may recover an amount up to the total value of the Funding already paid.
- (d) **Excess Funding.** On expiry or termination of this Agreement, where the total Funding paid under this Agreement and any other money received by the Recipient to carry out the Project(s) exceeds the funding required to perform the Project(s), the Recipient must upon request refund to Ōtākaro the excess amount. The Recipient is not required to refund, under this clause 5.4(d), any amount that exceeds the total amount of Funding.
- 5.5.** Clauses 1.3, 3.4, 3.5(a), 3.7, 3.9, 3.10, 3.13 and 5 to 12 survive expiry or termination of this Agreement, along with any other parts of this Agreement necessary to give effect to those provisions. Expiry or termination of this Agreement does not affect any accrued rights, including any rights in respect of a breach of this Agreement or Termination Event that occurred before expiry or termination.
- 6. WARRANTIES**
- 6.1.** The Recipient warrants that, as at the date of this Agreement:
- it has full power and authority to enter into and perform its obligations under this Agreement which, when executed, will constitute binding obligations on it in accordance with its terms; and
 - all information and representations disclosed or made to the Infrastructure Reference Group and/or Ōtākaro by the Recipient in connection with this Agreement are true and correct, do not omit any material matter, and are not likely to mislead or deceive Ōtākaro as to any material matter.
- 6.2.** The Recipient acknowledges that Ōtākaro has entered into this Agreement in reliance on these warranties.
- 7. LIABILITY**
- 7.1.** The maximum liability of Ōtākaro under or in connection with this Agreement, whether arising in contract, tort (including negligence) or otherwise, is limited to the total amount of Funding paid or payable under this Agreement, capped at the Total Maximum Amount Payable.
- 7.2.** Ōtākaro is not liable for any claim under or in connection with this Agreement, whether arising in contract, tort (including negligence) or otherwise, where such claim is or relates to any loss of profit, loss of revenue, loss of use, loss of reputation, loss of goodwill, loss of opportunity (in each case whether direct, indirect or consequential) or any other indirect, consequential or incidental loss or damages of any kind whatsoever.
- 8. CONFIDENTIALITY**
- 8.1.** Subject to clauses 8.2 and 8.3, each party will keep the other party's Confidential Information in confidence, and will use or disclose that Confidential Information only to the extent necessary to perform its obligations, and/or take the intended benefit of its rights, under this Agreement. However, this will not prohibit:

³ Delete for local authorities⁴ Delete for local authorities

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- (a) either party from using or disclosing any information with the written prior consent of the other party;
- (b) use or disclosure of information that has become generally known to the public other than through a breach of this Agreement;
- (c) disclosure required by any law, or any compulsory order or requirement issued pursuant to any law; or
- (d) Ōtākaro from using or disclosing to any third party any information, document, report or other material, provided that prior to any such disclosure Ōtākaro removes all information that is commercially sensitive to the Recipient from the relevant work.

8.2. The Recipient acknowledges and agrees that nothing in this Agreement restricts the ability of Ōtākaro to:

- (a) discuss, and provide all information in respect of, any matters concerning the Recipient, the Project(s) or this Agreement with any Minister of the Crown, any other government agency or any of their respective advisors;
- (b) meet its obligations under any constitutional or parliamentary convention (or other obligation at law) of or in relation to the New Zealand Parliament, the New Zealand House of Representatives or any of its Committees, any Minister of the Crown, or the New Zealand Auditor-General, including any obligations under the Cabinet Manual including the "no surprises" principle; and
- (c) publicise and report on the awarding of the Funding, including the Recipient's and any of its subcontractor's names, the amount and duration of the Funding and a brief description of the Project(s), on websites; in media releases; general announcements and annual reports.

8.3. The Recipient acknowledges that:

- (a) the contents of this Agreement; and
- (b) information provided to Ōtākaro,

may be official information in terms of the Official Information Act 1982 and, in line with the purpose and principles of the Official Information Act 1982, this Agreement and such information may be released to the public unless there is good reason, in terms of the Official Information Act 1982, to withhold it. This may include a copy of the Agreement (redacted to remove confidential and commercially sensitive information), being published on the Ōtākaro website.

8.4. [Ōtākaro acknowledges that the Recipient is subject to the Local Government Official Information and Meetings Act 1987 and that its confidentiality obligations under this clause are subject to its compliance with that Act.]⁵

9. MEDIA AND COMMUNICATIONS

- 9.1. Before making any media statements or press releases (including social media posts) regarding this Agreement and/or the involvement of Ōtākaro with the Project(s), the Recipient will consult with Ōtākaro, and will obtain the prior approval of Ōtākaro to any such statements or releases.
- 9.2. All correspondence with Ōtākaro under this clause 9 must be directed to the Ōtākaro Contact Person. The Recipient will refer any enquiries from the media or any other person about the

terms or performance of this Agreement to the Ōtākaro Contact Person.

- 9.3. The Recipient will acknowledge the New Zealand Government as a source of funding in all publications (including any digital presence) and publicity regarding the Project(s) in accordance with funding acknowledgement guidelines agreed with Ōtākaro. The Recipient must obtain the approval of Ōtākaro to the form and wording of the acknowledgement prior to including the acknowledgement in the publication or publicity (as the case may be).

- 9.4. If requested by Ōtākaro, the Recipient will establish or erect temporary and/or permanent signage (which may be in the form of a plaque) at the site of the Project(s) acknowledging the New Zealand Government as a source of funding for the Project(s). Ōtākaro may provide such signage and Ōtākaro will consult with the Recipient in respect of a suitable location for such signage.

- 9.5. The Recipient does not have the right to enter into any commitment, contract or agreement on behalf of Ōtākaro or any associated body, or to make any public statement or comment on behalf of Ōtākaro or the New Zealand Government.

10. DISPUTES

In the event of any dispute, controversy or claim arising out of or in connection with this Agreement, or in relation to any question regarding its existence, breach, termination or invalidity (in each case, a **Dispute**), either party may give written notice to the other. As soon as reasonably practicable thereafter, the parties will meet and endeavour to resolve the Dispute by discussion, negotiation and agreement. A party must not commence any proceedings in connection with a Dispute unless at least 40 days have elapsed since the issue of a notice, and that party has used reasonable endeavours to comply with this clause. However, nothing in this clause prohibits seeking urgent interim relief.

11. CONTACT PERSONS

- 11.1. All matters or enquiries regarding this Agreement will be directed to each party's Contact Person (set out in **Item 9 of Part 1** (Key Details)).
- 11.2. Each party may from time to time change the person designated as its Contact Person on 10 Business Days' written notice to the other party.

12. GENERAL

- 12.1. Each notice or other communication given under this Agreement (each a **notice**) will be in writing and delivered personally or sent by post or email to the address of the relevant party set out in **Item 10 of Part 1** (Key Details) or to any other address from time to time designated for that purpose by at least 10 Business Days' prior written notice to the other party. A notice under this Agreement is deemed to be received if:

- (a) **Delivery:** delivered personally, when delivered;
- (b) **Post:** posted, 5 Business Days after posting or, in the case of international post, 7 Business Days after posting; and
- (c) **Email:** sent by email:
 - i. If sent between the hours of 9am and 5pm (local time) on a Business Day, at the time of transmission; or

⁵ Remove if not applicable

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- ii. If subclause (i) does not apply, at 9am (local time) on the Business Day most immediately after the time of sending,

provided that an email is not deemed received unless (if receipt is disputed) the party giving notice produces a printed copy of the email which evidences that the email was sent to the email address of the party given notice.

- 12.2. This Agreement constitutes the sole and entire understanding with respect to the subject matter hereof and supersedes all prior discussions, representations and understandings, written or oral.
- 12.3. No amendment to this Agreement will be effective unless agreed in writing and signed by both parties.
- 12.4. Recipient may not assign or transfer any of its contractual rights or obligations under this Agreement, except with the prior written approval of Ōtākaro.
- 12.5. No failure, delay or indulgence by any party in exercising any power or right conferred on that party by this Agreement shall operate as a waiver. A single exercise of any of those powers or rights does not preclude further exercises of those powers or rights or the exercise of any other powers or rights.

- 12.6. The exercise by a party of any express right set out in this Agreement is without prejudice to any other rights, powers or remedies available to a party in contract, at law or in equity, including any rights, powers or remedies which would be available if the express rights were not set out in this Agreement.

- 12.7. Any provision of this Agreement that is invalid or unenforceable will be deemed deleted, and will not affect the other provisions of this Agreement, all of which remain in force to the extent permitted by law, subject to any modifications made necessary by the deletion of the invalid or unenforceable provision.

- 12.8. This Agreement is to be governed by the laws of New Zealand, and the parties submit to the non-exclusive jurisdiction of the courts of New Zealand.

- 12.9. This Agreement may be executed in any number of counterparts (including scanned and emailed copies). So long as each party has received a counterpart signed by each of the other parties, the counterparts together shall constitute a binding and enforceable agreement.

END OF PART 2

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PART 3: DEFINITIONS

In this Agreement, unless the context requires otherwise, terms defined in the Key Details have the meanings specified therein and:

Agreement means this agreement including Parts 1, 2 and 3 and the schedules and appendices (and any other attachments).

Best Industry Practice means that degree of skill, care and foresight and operating practice that would reasonably and ordinarily be expected of a skilled and competent supplier of services engaged in the same type of undertaking as that of the Recipient or any contractors (as applicable) under the same or similar circumstances as those contemplated by this Agreement.

Business Day means any day other than a Saturday, Sunday or public holiday within the meaning of section 44 of the Holidays Act 2003.

[Change in Control] means an event or series of events which result in any person (acting alone) or group of persons (acting in concert) acquiring or ceasing to have the ability:

- (a) to control more than 50% of the voting shares in a person;
- (b) to appoint and/or remove the majority of the members of the governing body of a person;
- (c) to otherwise control or having the power to control the affairs and policies of a person; or
- (d) to be in a position to derive the whole or a majority of the benefit of a person.] **[Note: delete if Recipient is a council authority]**

Co-Funding means the “Co-Funding” (if any) or any part of the Co-Funding (as the context requires), described in the Key Details.

Commencement Date has the meaning given in clause 5.1 of **Part 2**.

Committed Funding means, at any time, the aggregate of the Funding and the Co-Funding that has not, at that time, been advanced to the Recipient or released from the Construction Bank Account to meet Eligible Costs.

Completion Date means, in respect of a Project Milestone, the applicable “Completion Date” specified in **Part C of Schedule 1**.

Confidential Information of a party (**Owner**), means any information in the possession or control of another party (**Holder**) that:

- (a) was originally acquired by the Holder in connection with this Agreement through disclosures made by or at the request of the Owner; and/or
- (b) was originally acquired by the Holder in connection with this Agreement through any access to, or viewing, inspection or evaluation of, the premises, facilities, documents, systems or other assets owned or controlled by the Owner; and/or
- (c) is derived from information of a kind described in paragraph (a) or (b) above,

but excludes any information which the Holder can show:

- (d) was lawfully acquired by the Holder, entirely independently of its activities in connection with this Agreement, and is free of any other obligation of confidence owed to the Owner; and/or

- (e) has been independently developed by the Holder without reference to the Owner’s Confidential Information, and without breaching any other obligation of confidence owed to the Owner.

Notwithstanding the foregoing, the terms of this Agreement are Confidential Information of which each party is both an Owner and a Holder.

Conflict of Interest means any matter, circumstance, interest or activity of the Recipient, its personnel or contractors, or any other person with whom the Recipient has a relationship that:

- (a) conflicts with:
 - i. the obligations of the Recipient (or its personnel or contractors) to Ōtākaro under this Agreement; or
 - ii. the interests of the Recipient in relation to this Agreement and/or the procuring of the Project(s); or
- (b) otherwise impairs or might appear to impair the ability of the Recipient (or any of its personnel or contractors) to diligently and independently carry out the Project(s) in accordance with this Agreement.

Construction Bank Account means the bank account described as such in **Part C of Schedule 1**.

Construction Contract means each construction contract between the Recipient and a construction contractor relating to works to be carried out for a Project and all the plans, specifications, drawings, details and information forming part of or which are or which are required to be prepared and provided in accordance with or which are referred to or contemplated by the relevant contract or otherwise required to complete the Projects, or any of them (as applicable).

Contact Person means, in respect of each party, the applicable “Contact Person” specified in the Key Details.

Cost to Complete means, at any time, the aggregate amount of Project Costs not yet paid but payable or reasonably likely to be payable in order to achieve Practical Completion.

Cost to Complete Test means as at any date, the Committed Funding, plus any additional funding committed by the Recipient to the Project(s) (where such additional funding is supported by evidence reasonably satisfactory to Ōtākaro) is not less than the Cost to Complete as at that date.

Eligible Costs means the actual costs reasonably incurred by the Recipient in delivering the Project(s):

- (a) on or after the Commencement Date (unless expressly agreed to the contrary, in writing, by Ōtākaro) and no later than the End Date;
- (b) in good faith for the purpose of carrying out the Project(s) or for purposes incidental to the Project(s), including disbursements and expenses incurred by the Recipient for such purposes (and to the extent the Recipient is carrying out any other activities) reasonably and proportionately allocated towards such purposes;
- (c) at “arm’s length”, at reasonable market value; and
- (d) excludes overhead and management time.

End Date means the date that is three months after the latest

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Completion Date for Practical Completion set out in **Part C of Schedule 1** (as may be amended in accordance with clause 3.17).

Engineer to Contract means the professional engineer to contract appointed under a Construction Contract.

Full Time Equivalent Jobs means the average number of construction full time equivalent contractor, subcontractor and professional services employees (based on a 40 hour week) (**FTEs**) working on the Project(s) over the duration on the construction period from design to completion (noting that the number of FTEs may vary week to week over the construction period).

Funding means the funding or any part of the funding (as the context requires) payable by Ōtākaro to the Recipient in accordance with the terms of this Agreement, as described in the Key Details.

Initial Funding Milestone means the Initial Funding Milestone described in **Part C of Schedule 1**.

Key Details means Part 1 of this Agreement.

Payment Milestones means the “Payment Milestones” specified in **Item 4 (Funding) of Part 1 (Key Details)**.

Payment Request means a request submitted to Ōtākaro by the Recipient seeking payment of Funding in a form agreed between Ōtākaro and the Recipient.

Practical Completion means the date on which the Engineer to Contract provides to Ōtākaro a certificate, which is satisfactory to Ōtākaro (in its sole discretion), certifying that a Project is practically complete in accordance with the terms of the Construction Contract(s) and that the Project is ready for use or operations.

Project or Projects means each “Project” and if more than one “Project”, the “Projects” described in the Key Details.

Project Budget means a breakdown of budgeted cashflows and costs relating to the Project(s) including details of any Co-Funding and a provision of an acceptable level of contingency sums, broken down on a monthly basis, [and approved by Ōtākaro/set out in **Part C of Schedule 1**].

Project Costs means the total budgeted costs of the Project(s) as set out in the milestone table in **Part C of Schedule 1**.

Project Milestones means the “Project Milestones” specified in **Item 4 (Funding) of Part 1 (Key Details)**.

Recipient means the Recipient specified in the Key Details.

Site Works Commencement Deadline means the physical construction works for the Project(s) having materially commenced by the date falling 12 months from the date of this Agreement.

[*Site Works Commencement Milestone* means the Site Works Commencement Milestone described in **Part C of Schedule 1**.]⁶

Termination Event means any one or more of the events or circumstances set out in clause 5.2 of **Part 2**.

Total Maximum Amount Payable means the “Total Maximum Amount

Payable” specified in **Item 4 (Funding) of Part 1 (Key Details)**.

Writing: a reference to “written” or “in writing” includes email and any commonly used electronic document format such as .DOC or .PDF.

END OF PART 3

⁶ This definition will only be required if the “Initial Funding Milestone” is not the commencement of the site works (for example, where the Initial Funding Milestone relates to design or consenting).

Schedule 1: Project

Part A: Project Description and Project Assets

[This project involves the construction of three large capacity stormwater/flood protection pump stations with associated pipelines, civil, electrical and mechanical infrastructure.

Kaiapoi is a coastal town located on the banks of the Kaiapoi River near the confluence with the Waimakariri River. The township is low lying, protected by stopbanks and prone to flooding. Following significant flooding in the June 2014 storm event, a strategy has been developed to construct a series of pump stations with storage to mitigate stormwater and flooding issues in the urban areas of Kaiapoi.

Overall, there is significant benefit to these communities in the drainage levels of service provided and the flood protection of the community. Infrastructure in Kaiapoi East (Feldwick Catchment) is ageing and undersized. This situation is exacerbated by the lowering of ground levels in the Canterbury earthquakes, which have increased the risks associated with stormwater and flooding. Proposed works will reduce risk to existing properties in Kaiapoi. This part of the project has linkages to the regeneration of the Waimakariri Residential Red Zone Recovery Plan, and the associated WHoW Aquasport Park proposal, and Council's strategy for climate change.

North east Kaiapoi and Woodend (McIntosh catchment) has seen considerable growth in recent years and is expected to continue growing. Proposed improvements in this catchment will enable future development and mitigate the effects of development that has already occurred.

The rural area south west of the Kaiapoi urban boundaries (Parnhams Catchment) are subject to flooding which also has inundated the western portion of Kaiapoi. In the 2014 flood event, a number of properties were flooded and a significant amount of runoff from the rural catchments flowed into the western portion of Kaiapoi. The proposed works is aimed to reduce flooding and risk to both rural and urban properties.

The general scope of works is:

1. Feldwick Catchment
 - a. Construction of a new 1 m³/sec urban flood water pumpstation and rising main
 - b. Construction of a low flow pumpstation (capacity TBA), treatment area and rising main
 - c. Installation of culvert upsizes, and bunds
2. McIntosh Catchment
 - a. Construction of a 3 m³/sec rural flood water pumpstation and rising main
 - b. Installation of a 3m³/sec culvert
 - c. Increase drain capacity
3. Parnham/Dudley catchment
 - a. Construction of a new 1 m³/sec flood water pumpstation and rising main
 - b. Construction of a low flow pumpstation (capacity TBA), and rising main
 - c. Installation of north interceptor and south interceptor pipes
 - d. Installation of associated culvert and sump upgrades

]

Part B: Project Benefits

[Social

The project while primarily focussed on flood mitigation, it also includes storage areas which will be integrated with the surrounding public areas for amenity and recreation (walking).

The project also has benefits of enabling projects in the Kaiapoi East Regeneration Area, in particular the proposed WHoW Aquasport Park.

Environmental

The project integrates with Council's strategy for climate change, with sea level rise, higher rainfall intensities and rising groundwater all future issues for Kaiapoi.

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The storage areas will also be designed to provide stormwater treatment which will benefit the receiving environment.

Economic

The project will reduce flood risk in the urban area of Kaiapoi and hence reduce future flood damage and costs to the local economy.

EmploymentPlant Labour

This is approx. \$9 million toward the local economy. Assume a crew of 5 with machinery would cost \$600/hr (i.e. 5 workers at \$40, plus 2 trucks at \$100 plus digger at \$200). Therefore 1 worker and plant is \$120 per hour. Therefore this results in 75,000 worker-hours or 38 working year's equivalent.

Materials

Assume 25% on-cost on materials

Therefore 25% of 38 working years is a further 9 working years equivalent for the on cost charges

In addition to the on-cost rates, some materials would be locally produced (i.e. PE pipe, concrete for pump stations), which would create further jobs.

Total is in excess of 45 working years.

]

Part C: Project Milestones and Project deliverables for each such Project Milestone

Completion Date	Project Milestone	Maximum Payment Milestone NZD\$ plus GST (if any)	Recipient Co-Funding Instalment NZD\$ plus GST (if any)
Oct-20	Project start - 0.5% complete	\$45,000	\$45,000
Nov-20	1%	\$90,000	\$90,000
Dec-20	Detailed design RFP award - 2% complete	\$180,000	\$180,000
Jan-21	3%	\$270,000	\$270,000
Feb-21	4%	\$360,000	\$360,000
Mar-21	5%	\$450,000	\$450,000
Apr-21	7%	\$630,000	\$630,000
May-21	Detailed design complete - 10% complete	\$900,000	\$900,000
Jun-21	12%	\$1,080,000	\$1,080,000
Jul-21	Construction RFT award - 13% complete	\$1,170,000	\$1,170,000
Aug-21	14%	\$1,260,000	\$1,260,000
Sep-21	15%	\$1,350,000	\$1,350,000
Oct-21	20%	\$1,800,000	\$1,800,000
Nov-21	25%	\$2,250,000	\$2,250,000
Dec-21	35%	\$3,150,000	\$3,150,000

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Jan-22	40%	\$3,600,000	\$3,600,000
Feb-22	50%	\$4,500,000	\$4,500,000
Mar-22	60%	\$5,400,000	\$5,400,000
Apr-22	70%	\$6,300,000	\$6,300,000
May-22	80%	\$7,200,000	\$7,200,000
Jun-22	90%	\$8,100,000	\$8,100,000
Jul-22	95%	\$8,550,000	\$8,550,000
Aug-22	Practical completion - 98% complete	\$8,820,000	\$8,820,000
Sep-22	Project finished - 100% complete	\$9,000,000	\$9,000,000
Totals cumulative		\$[9,000,000.00]	\$[9,000,000.00]
Total Project Costs		\$[18,000,000.00]	

Such Completion Dates are subject to any amendments agreed pursuant to clause 3.17 of **Part 2**.

[Note: Ōtākaro to confirm deliverables. The deliverables will depend on the specific Project and the current stage of the Project. For example, certain deliverables may not be required for a project that has already commenced. If the Initial Funding Milestone is the Site Works Commencement Milestone, those deliverables can be combined. If there are various project stages, there may need to be separate deliverables (procurement, contracts etc) for each stage.]

The [additional] Project deliverables for the Initial Funding Milestone are:

- evidence that the Co-Funding required for the Project(s) (if any) is available to the Recipient. Such evidence is to comprise either (in respect of Co-Funding directly provided by the Recipient) evidence that such funds have been secured (for example, are deposited in the Construction Bank Account), or, in respect of Co-Funding provided by a third party, a commitment letter (or similar) confirming that such funds are available to the Recipient;⁷
- Project Budget;
- confirmation from the [Utilities and Roading Manager] that the Project(s) can be delivered within the Project Budget or evidence that any costs exceeding the Project Budget can be funded or financed; and
- ~~evidence of the establishment of a Project specific bank account to be used solely for the purpose of receiving the Funding and the Co-Funding (if any) and to pay Eligible Costs (Construction Bank Account).~~

The [additional] Project deliverables for the Site Works Commencement Milestone are:

- evidence of the appointment of a suitable Engineer to Contract for the Project(s);
- confirmation by the Recipient that the procurement of each Project has been completed in accordance with clause 3.5(d) of Part 2 (General Terms);

⁷ Where co-funding is to be contributed first, the Recipient will be required to provide evidence that it has applied the Co-Funding to the Project(s) in accordance with this Agreement

Funding Agreement – Ōtākaro Limited

- contracts for the construction and delivery of each Project have been entered into by contractor; and
- confirmation that the construction works for the Project(s) have commenced on the project site.

The [additional] Project deliverables for the Practical Completion milestone are:

- certification by the Engineer to Contract that the Project(s) are practically complete in accordance with the terms of the Construction Contract(s) and that the Project(s) are ready for use or operations.

The total Funding available to be paid by Ōtākaro under and on the terms of this Agreement is up to [\$9,000,000.00] plus GST (if any). This is the **Total Maximum Amount Payable**.

DRAFT

Schedule 2: Payment Request

Each Payment Request must include the following information:

- (a) the amount of Funding requested, which must not exceed the applicable Payment Milestone set out in **Part C of Schedule 1**;
- (b) confirmation that the Recipient can pay all Project costs as and when they fall due;
- (c) confirmation that the Recipient has applied the instalment of Co-Funding (if any) by the Completion Date for the relevant Project Milestone set out in **Part C of Schedule 1**, in accordance with clause 2.1(a)ii of this Agreement;
- (d) certification (in a format to be agreed between Ōtākaro and the Recipient) during the construction phase of each Project, signed by the Engineer to Contract, and prior to the construction phase (where the Engineer to Contract has not yet been appointed), signed by the Recipient's [Utilities and Roading Manager]:
 - i. of the Project's progress against the Project Milestones including details of any material projected delay;
 - ii. of the amount of Eligible Costs incurred by the Recipient on the Project, including in respect of the relevant Payment Milestone to which the Payment Request relates (and confirmation that the applicable Project Milestone has been satisfied by the applicable Completion Date and that the Eligible Costs relating to the applicable Project Milestone have been paid or are due and payable to the Recipient's contractors to the Project(s));
 - iii. confirming that the Project is on target to reach Practical Completion by or before the Completion Date for Practical Completion specified in **Part C of Schedule 1**;
 - iv. of any material variations to the Construction Contracts;
 - v. that, as at the date of the certification, the Cost to Complete Test is met; and
 - vi. of the forecasted Cost to Complete the Project;
- (e) evidence of satisfaction of the Project deliverable(s) applicable to the relevant Project Milestone set out in **Part C of Schedule 1**,
- (f) if the Payment Request includes a GST component, a valid GST invoice complying with the Goods and Services Tax Act 1985;
- (g) confirmation that no Termination Event is subsisting and that each of the warranties under clauses 2 and 6 of this Agreement are correct as at the date of the Payment Request; and
- (h) any other information required by Ōtākaro.

Schedule 3: Reporting

Each monthly report must include the following information for each Project, in the reporting format specified by Ōtākaro:

- (a) description and analysis of actual progress of the Projects against planned progress, including progress against the Project Milestones and Project completion;
- (b) Eligible Costs incurred in the prior month, against budget for the month for each Project;
- (c) a summary of Project costs incurred to date, actual against budgeted for each Project;
- (d) a summary of forecast Project costs to the next Project Milestone for each Project;
- (e) estimated Cost to Complete each Project against the Project Budget, and in respect of the final monthly report, cost at completion for each Project;
- (f) progress on obtaining any necessary Project-related consents;
- (g) any material risks and/or issues arising or expected to arise on each Project, the Project costs or performance of this Agreement, including detail of any issues notified to Ōtākaro in accordance with clause 3.9 of **Part 2**;
- (h) actual or proposed mitigations to remedy any risks/issues identified under (g) above;
- (i) actual and forecasted Full Time Equivalent Jobs including broken down by New Zealand residents and non-residents under work visas;
- (j) health and safety performance for each Project, including injuries, hours worked used to calculate TRIFR and TRIFR for each Project; and
- (k) any other information that is requested by Ōtākaro in writing to the Recipient.

Each **quarterly report** must be signed by the [Utilities and Roding Manager]⁸ of the Recipient and must include the following information for each Project, in the reporting format specified by Ōtākaro:

- (l) the Cost to Complete Test was met as at the last date of the previous quarter and the Cost to Complete Test is expected to be met at all times until Practical Completion (including confirmation that the Co-Funding (if any) required for the Projects is available to the Recipient, either (in respect of Co-Funding directly provided by the Recipient) by such funds being secured and deposited in the Construction Bank Account, or (in respect of Co-Funding provided by a third party) by a commitment letter (or similar) confirming that such funds are available to the Recipient);
- (m) evidence that any costs exceeding the Project Budget can be funded or financed;
- (n) the Projects are expected to reach Practical Completion by the applicable Completion Date specified in **Part C of Schedule 1**;
- (o) there has been no material change in the scope of the Project as described in **Schedule 1** other than where the requirements of clause 3.1 of **Part 2** have been satisfied, and the Projects are still expected to deliver the Benefits and all of the Project deliverables as set out in **Schedule 1**; and
- (p) an update on media, marketing and communication activities for each Project.

The **Post Contract Outcomes Report** must include the following information:

- (a) an analysis of how the Funding has enabled the Recipient to achieve the key outcomes of the Project(s);
- (b) the number of jobs that were created during and resulting from the Project(s) (including local/national employment);
- (c) how the Project(s) have contributed to the social, environmental and economic wellbeing of the local region;
- (d) how the Project(s) have increased regional/national resilience by improving critical infrastructure and/or growth and diversification of the economy;
- (e) how the Project(s) have contributed to New Zealand's climate change commitments and environmental sustainability (as applicable); and
- (f) any other information that is requested by Ōtākaro in writing to the Recipient.

⁸ Applicable title to be confirmed for each Recipient.

SHOVEL READY PROJECTS- DUE DILIGENCE PLAN

Information Request

Shovel Ready Project Owner Financial and Project Due Diligence Information Request

Financial Information Request

1.1 Please provide the following financial information for the Project Owner:

- A. Annual accounts for the previous three financial years:
- a) Annual accounts should include P&L, balance sheet, statement of cash flows and supporting notes.
 - b) Where finalised statements are not available for the last completed financial year, please provide draft financial statements, if available.
- B. Most updated monthly management accounts available, preferably for the period ended 30 June 2020. These should include both a P&L and a balance sheet. If these accounts are not yet available, please provide accounts for the period ending 31 May 2020.

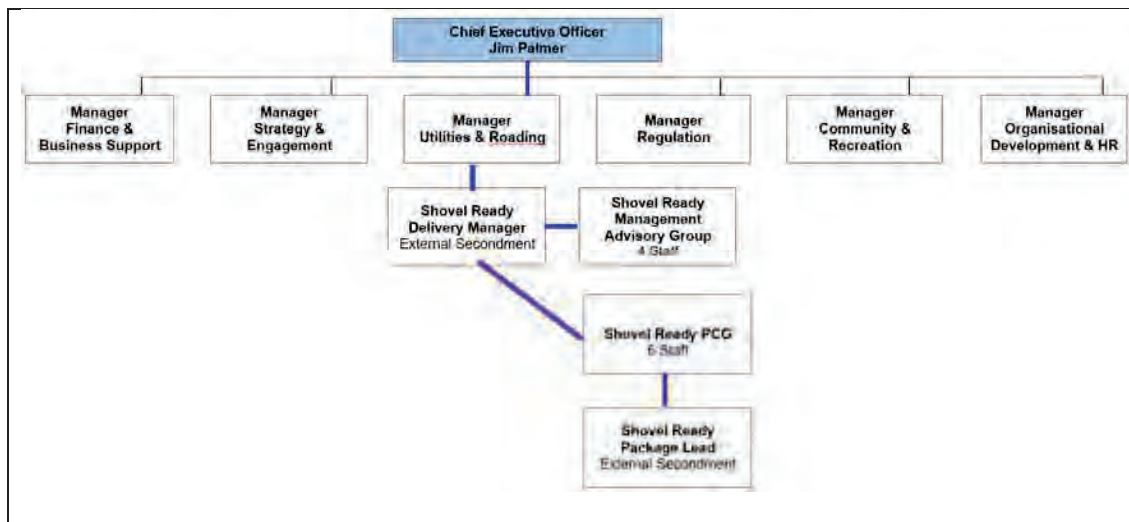
Council financial plans and financial reports since 2011 (FY12-FY19) and the most recent Annual Plan (2020/21) are available on the Council's website:

<https://www.waimakariri.govt.nz/your-council/council-documents/financial-reports>

<https://www.waimakariri.govt.nz/your-council/council-documents/annual-plan-202021>

1.2 Please provide answers to the following questions:

- 1.1 Provide a chart which summaries your corporate organisational structure. This should;
- a) identify where the Project will sit among the organisation structure; and
 - b) identify which entity(ies) will contract with suppliers to deliver the Project; and
 - c) identify the entity(ies) for which annual accounts have been provided above.



1.2 Provide details of any events (positive or negative) occurring between the balance sheet date of the management accounts provided and the response date that have had a material impact on your financial standing (e.g. significant loss, sale of assets, capital injection or raising of finance).

Nil.

1.3 Provide details of other potential financial obligations or major capital expenditure required by the Project Owner during the Project term.

Council's most recent Annual Plan and Long Term Plan are available on the Council's website:

<https://www.waimakariri.govt.nz/your-council/council-documents/annual-plan-202021>

<https://www.waimakariri.govt.nz/your-council/council-documents/long-term-plan>

These detail financial obligations and planned capital expenditure during the Project term.

1.4 Provide details of how additional funding or financial support will be accessed to ensure the Project Owner has the financial capacity to absorb cost overruns, should they occur. Where possible please provide any supporting documentation available, for example a letter from your bank confirming the level of available facilities or financial statements of a supporting entity providing a parent company guarantee.

Council's most recent Annual Plan and Long Term Plan are available on the Council's website:

<https://www.waimakariri.govt.nz/your-council/council-documents/annual-plan-202021>

<https://www.waimakariri.govt.nz/your-council/council-documents/long-term-plan>

Any overrun will be addressed by the overall funding strategy of the Council detailed in these plans.

1.5 If applicable, provide any further details, not already covered in this form or attached documents, which you believe should be considered as part of assessing your financial position and ability to undertake this project

2 Project Information Request

This request is an addendum to the original application supplied by the applicant in the Project Information Form. There is no need to repeat information supplied previously, although in some sections we ask that you confirm the information supplied is still current, and if not, or has not been supplied previously, to respond accordingly.

2.1 Project scope: has this changed? Yes/No

The Project Scope has been further advanced since the Project Information Form.
It is currently anticipated that the specific works will include:

1. Feldwick Catchment
 - a. Construction of a new 1 m³/sec urban flood water pumpstation and rising main
 - b. Construction of a low flow pumpstation (capacity TBA), treatment area and rising main
 - c. Installation of culvert upsizes, and bunds
2. McIntosh Catchment
 - a. Construction of a 3 m³/sec rural flood water pumpstation and rising main
 - b. Installation of a 3m³/sec culvert
 - c. Increase drain capacity
3. Parnham/Dudley catchment
 - a. Construction of a new 1 m³/sec flood water pumpstation and rising main
 - b. Construction of a low flow pumpstation (capacity TBA), and rising main
 - c. Installation of north interceptor and south interceptor pipes
 - d. Installation of associated culvert and sump upgrades

2.2 Project benefits update: is there a change to the information submitted? *Social, economic, apprenticeships/training opportunities created etc.* Yes/No

If Yes, describe change:	Specify if in PIF, or otherwise. No change to information previously submitted
Any value for money/cost benefit analysis undertaken? Specify if so.	

2.3 Re-state number of FTE's employed on the project directly.	<i>Note this is from design through construction completion, for all workers and consultants taken on an average 40 hour week basis (e.g. total manhours divided by 40 hour week/project duration in weeks)</i>
FTE commentary if any:	45 Full Time Equivalent Jobs over 12 months

2.4 Programme: confirm key dates, and attach a summary programme also showing inputs to related projects (if any). Sample shown below – adjust to suit.	Start	End
Project commencement	September 2020	October 2020
Design	September 2020	May 2021
Consenting	October 2020	February 2021 (Submission)
Procurement	May 2021	July 2021
Earthworks/site prep	August 2021	August 2021
Construction	August 2021	August 2022
Commissioning/completion	August 2022	August 2023 (12 month Defects Liability)

2.5 Key risks: describe key critical risks to delivery outcome and mitigations	Mitigation
Project not delivered on time	Strong risk and project management approach. PCG oversight of programme.
Project not delivered within budget	Firm up estimates early and ensure delays are managed and minimised. Appropriate contract type and PCG monitoring.
Poor establishment of project delivery structure	Develop robust PCG and undertake detailed reviews throughout project's development.
Project not meeting Government Requirements	Regular reporting and PCG meetings.

Delay in land purchase	Set-up communication channels between affected residents early.
Delay in obtaining required consents	Identify resource consent requirements and start consenting process early.
Opposition to project from public/stakeholders	Set-up communication channels and expectations early.
Rushed decision making	Regular reporting and PCG meetings.
Delayed decision making	Regular reporting and PCG meetings.
Lack of alignment between central government, Council and Council staff	Set-up communication channels between stakeholders early. Regular reporting and PCG meetings
Limited availability of key technical experts and contractors	Firm up required resourcing early and early engagement of key contractors.

2.6 Land: Detail the current/future ownership of the land, and geotechnical/environmental status with readiness for the construction activity

Ownership current/completion	There is also some land acquisition that is likely to be required for the both the Feldwick Drain pump station and Parnhams Drain pump station sites, although Council owns neighbouring land that would be an alternative site.
Geotech: suitability status	Significant site investigations will be required prior to design at potential pump station and pipe locations. This will include: <ul style="list-style-type: none"> • Topographical survey • Service location / potholing • Cone Penetration Testing (CPTs) • Piezometer installation and monitoring (requirement to be confirmed)

2.7 Consenting: comment on consenting stage and steps needed prior to construction commencement

Both ECan and WDC consents will be required as part of this project. It is intended to engage an external planner to confirm consent requirements and apply for the consents. It may be possible to use WDC global consents for some of the works.

Consents required are likely to include:

- Building (for pump stations)
- Earthworks
- De-watering
- Surface Water Diversion

2.8 Briefly outline procurement status and process for main contractor

The procurement strategy for the delivery of the Kaiapoi Stormwater and Flooding Improvements Shovel Ready package is attached.

2.9 Key Project Parties: please confirm parties involved in the project where determined. Examples shown below.

Advisory Group Project Control Group <ul style="list-style-type: none"> • Delivery Manager • Package Lead • Technical Lead • Programme Manager Design Services – TBC Contractors – TBC	Utilities and Roading Committee Kaiapoi Tuahiwi Community Board
--	--

2.10 Key project personnel Name Qualifications		
Company	Name	Qualifications
Kerr and Partners	Rob Kerr	BE(Hons), CPENG, IntPE
Storm Environmental	Sylvia Maclaren	BSc(Hons), MBA(Hons)
Storm Environmental	Tom Parsons	BE (Civil) Hons, CPEng, IntPE
Waimakariri District Council	Harriette Davies	BE (Civil) Hons ,CPEng, IntPE

2.11 Project budget: attach a project budget and cashflows, showing key cost items and including contingencies.
The total estimate for the project is \$18 million. The high level breakdown of this <ul style="list-style-type: none"> • Construction (including contingency) - \$15,725,000 • Professional Fees - \$1,273,000 • Land / Acquisition Costs - \$1,002,000

2.12 Government Interaction: briefly summarise any interaction that has been had with Government (ie Agency, Ministry, Minister, Minister's Office) and if any associated person with the project is or was recently a member of political party governing body (ie electorate committee, regional board or national board) .
Nil.

Project Owner's declaration

DECLARATION

I/we declare that in submitting this form and this declaration:

- a. the information provided is true, accurate and complete and not misleading in any respect.
- b. I/we have secured all appropriate authorisations to submit this request, to make the statements and to provide the information in the submission (including regarding personal information collected from any director, principal, employee or third party).
- c. I/we understand that the falsification of information, supplying misleading information or the suppression of material information in this declaration and the funding request may result in the funding request being eliminated from this and further funding considerations.

By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Project Owner/s to make this declaration on its/their behalf.

Signature:

Full name:

Title / position:

Name of
organisation:

Date:

Baseline Schedule Kaiapoi Major Stormwater Upgrade																																
ID	Task Name	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
1	Reporting																															
139	Project Team Establishment																															
141	Options Analysis																															
144	Land Acquisition Negotiations																															
149	Stakeholder Discussions																															
158	Consent Strategy																															
162	Concept Design																															
168	Procure Design Team																															
176	Site Investigations																															
187	Detailed Design																															
196	Eol to Contractors																															
200	RFTs to Contractors																															
208	Sneyd Street Pipework																															
212	Dudley & Feldwick Drains PS																															
216	Otaki Street PS & Rising Main																															
220	Otaki Gravity Interceptor																															
224	Beach Road/Feldwick PS, RM & SMA																															
228	McIntosh PS & SMA																															
232	Beach Road Culvert & Channel Upgrade																															
236	Construction Contingency																															

Date: Wed 23/09/20

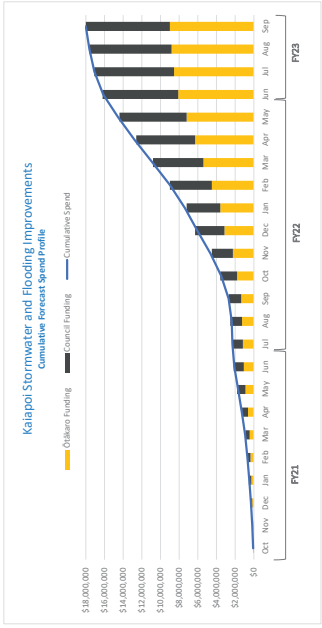
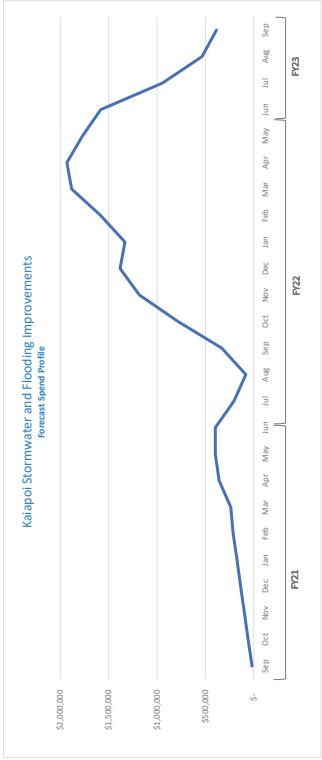
In-HouseProfessional ServicesConstructionMilestone

Page 1

Kaiaipoi Stormwater and Flooding Improvements Cash Flow & Cost Forecast Dashboard

Co-Funded by the Government's Shovel-Read Fund

Baseline Engineering Estimate						
Component of Works	Construction total	Construction Contingency (10%)	Land Purchase/ Easements	Professional Fees	Project Contingency (10%)	Cost Estimates
Ortals Pump Station and Rising Main	\$2,858,846	\$285,884		\$285,884	\$343,015	\$3,773,167
Ortals Gravity Interceptor	\$2,569,624	\$256,962		\$256,962	\$308,355	\$3,391,904
Beech Road P, Rising Main & Jewells SNA	\$3,045,812	\$304,581	\$150,000	\$304,581	\$375,492	\$4,180,472
Woolwich Drain P & SNA	\$2,410,424	\$241,042	\$200,000	\$241,042	\$295,877	\$3,157,386
Woolwich Drain P & SNA	\$2,410,424	\$241,042	\$200,000	\$241,042	\$295,877	\$3,157,386
Swamp Street Pumpworks	\$198,358	\$19,836		\$19,836	\$24,793	\$239,933
Dudley Drain & Jewells Drain Pump Stations	\$507,738	\$50,774	\$275,000	\$50,774	\$63,469	\$898,955
TOTAL	\$13,222,461	\$1,322,246	\$725,000	\$1,322,246	\$1,634,315	\$17,807,469

[illegible]

Project Name: Kalapoi Stormwater and Flooding Improvements				Project Value Current Contingency		\$ 15,000,000 1,800,000		Fill out the yellow boxes prior to completing the risk assessment. Use the likelihood of occurrence and project specific consequence rating tables to perform the qualitative analysis.		Residual Risk Level		Action Required		Residual Risk Level		Action Required					
Author: Harriette Davies / Sylvia Madsen				11/02/2020		15,000,000 1,800,000		A		Reduce residual risk to C or below		C		Monitor the effectiveness of controls		Reduce the risk further if practicable					
Client: Gerard Chazy / Kelly Simpson				30/08/2022		15,000,000 1,800,000		B		Reduce residual risk to C or below		D		Monitor the effectiveness of controls		Reduce the risk further if practicable					
Project Discipline: Stormwater				180 Days		15,000,000 1,800,000		C		Reduce residual risk to C or below		D		Monitor the effectiveness of controls		Reduce the risk further if practicable					
Project Stage: Project Initiation/Stage				180 Days		15,000,000 1,800,000		D		Reduce residual risk to C or below		D		Monitor the effectiveness of controls		Reduce the risk further if practicable					
What category does this risk fall under?	What is the risk?	What causes or could cause the risk?	What impact could the risk have on the project should it occur?	What EXISTING process or practices do you have in place to manage the risk?	What is the magnitude of the risk with the EXISTING controls in place?	What is the magnitude of the risk with the EXISTING controls in place?	What PLANS do we have to FURTHER modify the consequence or likelihood of the CAUSES identified?	Residual Risk Level	Residual Risk Level	When do we plan to complete this task	Status										
ID	Type	Risk	Cause	Impact	Existing Controls	Current Likelihood	Existing Risk	Residual Risk Level	Residual Risk Level	Owner	Status										
Qualitative Analysis of Pre-Existing Controls This section must be used for all risks												Post Treatment Consequence		Post Treatment Likelihood		WHO is Accountable for this risk control in place?		When do we plan to complete this task		Status	
What is the magnitude of the loss/pain if the risk occurs with the EXISTING controls in place?												Consequence x Likelihood		Consequence x Likelihood		WHO is Accountable for this risk control in place?		When do we plan to complete this task		Status	
What is the magnitude of the loss/pain if the risk occurs with the EXISTING controls in place?												Consequence x Likelihood		Consequence x Likelihood		WHO is Accountable for this risk control in place?		When do we plan to complete this task		Status	
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ID	Type	Risk	Cause	Impact	Existing Controls	Magnitude of Loss/Gain	Current Likelihood	Existing Risk	FURTHER Risk Controls	Post Treatment Consequence	Post Treatment Likelihood	Residual Risk	Owner	Due Date	Status
47	Construction Schedule	Critical Slower times - Restrictive	Services not identified during design stage	Time delay, cost increase	Comprehensive assessment of service	2	Unlikely 1%-10%	D		2	Possible 1%-10%	D	Rob Kerr		Ongoing
48	Construction Schedule	Long lead times on products (eg. pump)	Products at site, delaying construction	Time delay, cost increase	Contract supplier early. Allow lead times in contract	4	Possible 1%-10%	B		2	Possible 1%-10%	C	Rob Kerr		Ongoing
49	Construction Schedule	Integration with developments	Poor integration leads to delays	Time delay, cost increase	Preliminary Modification of Works	2	Unlikely 1%-10%	D		2	Unlikely 1%-10%	D	Rob Kerr		Ongoing
50	Performance	Contractor not keeping programme	Poor performance of contractors	Physical works delivered late	Implement using QA & Reporting	3	Possible 1%-10%	G		2	Unlikely 1%-10%	D	Sylvia McLaren	30/11/2020	Ongoing
51	Performance	Poor construction	Construction quality issues	Re-work & compromised public	Design, identification and construction quality control	3	Possible 1%-10%	G		2	Unlikely 1%-10%	D	Sylvia McLaren	30/11/2020	Ongoing
52	Performance	Damage to other services	Incorrect service location	Time delay, cost increase	Comprehensive assessment of service. Review critical	1	Possible 1%-10%	D		1	Possible 1%-10%	D	Rob Kerr		Ongoing
53	Performance	Integration of contractors	Various contractors working on the same project	Time delay, cost increase	Project management	2	Possible 1%-10%	D		2	Possible 1%-10%	D	Sylvia McLaren	10/02/2021	Ongoing
54	Performance	Integration of other works in the area	Various contractors working in the same area	Time delay, cost increase	Preliminary Modification of Works	2	Possible 1%-10%	C		2	Possible 1%-10%	D	Harleto Davis	30/11/2020	Ongoing
55	Performance	Unforeseen ground conditions	Surface ground then the higher ground under	Revisions to design construction solutions, delays, resulting costs	Build in appropriate allowance in contract	4	Possible 1%-10%	B		4	Possible 1%-10%	B	Harleto Davis	30/09/2020	Ongoing
56	Environment	Land dumping	Land dumping	Revisions to design construction solutions, delays, resulting costs	Build in appropriate allowance in contract	4	Possible 1%-10%	B		4	Possible 1%-10%	B	Harleto Davis	11/10/2020	Ongoing
57	Environment	Repeatability / Identical speed	Prody management excavation or compact fill	Time delay, cost increase	Current site investigations where needed. Construction monitoring	4	Possible 1%-10%	B		3	Unlikely 1%-10%	C	Rob Kerr	11/10/2020	Ongoing
58	Environment	Soil/dust discharge during dewatering	Incorrect use of sediment control	Procedures by Eon	Downstream Management Plan	2	Unlikely 1%-10%	D		2	Unlikely 1%-10%	D	Sylvia McLaren	10/02/2021	Ongoing
59	Environment	Unexpected flow / weather	Excavation related or a storm event	Delays to the programme	Build in appropriate allowance to project programme	2	Possible 1%-10%	C		1	Possible 1%-10%	D	Sylvia McLaren	10/02/2021	Ongoing
60	Environment	Archaeological	Site contains areas of known archaeological interest	Substantial programme delays and costs. Environment & tree	Build in appropriate allowance in contract	2	Possible 1%-10%	C		2	Possible 1%-10%	C	Harleto Davis	11/10/2020	Ongoing
61	Environment	Nature environmental effects (bird / roble)	Many construction activity in a variety of environments	Consent to construct. Considered for different parties	Build in appropriate allowance in contract	1	Possible 1%-10%	D		1	Possible 1%-10%	D	Rob Kerr		Ongoing
62	Environment	Localised foot erosion or heavy foot	Thick mounds	Negative environmental effects from increased load movements	Preliminary Modification of Works. Coordination of other works	1	Possible 1%-10%	D		1	Possible 1%-10%	D	Rob Kerr		Ongoing
63	Environment	Blow event	Blow event	Time delay, cost increase	H&S requirements for earthquake-prone construction	2	Possible 1%-10%	C		2	Possible 1%-10%	C	Harleto Davis	15/05/2021	Ongoing
64	Environment	Major earthquake	Land movement	Time delay, cost increase, re-design necessary	Construction monitoring. Consider timing of construction	5	Possible 1%-10%	C		5	Possible 1%-10%	C	Rob Kerr		Ongoing
65	Environment	Negative effects on fishing / spawning season	Construction during fishing / spawning season	Negative impact on fishing / spawning season	Contract outcome of monitoring duration. Pre-agreed protocols for T&Ps. Considered / include	1	Possible 1%-10%	D		1	Possible 1%-10%	D	Harleto Davis	11/10/2020	Ongoing
66	Regulation	Trials impacts are construction walls	Inappropriate T&Ps	Complaints Received	Contract outcome of monitoring duration. Pre-agreed protocols for T&Ps. Considered / include	3	Possible 1%-10%	B		1	Unlikely 1%-10%	D	Rob Kerr		Ongoing
67	Regulation	Negative effects on construction walls	Damage to adjacent property	Consent to construct. Considered for different parties	Construction monitoring. Consider timing of construction	1	Unlikely 1%-10%	G		1	Unlikely 1%-10%	D	Harleto Davis		Ongoing
68	Regulation	Run back from construction for safety over	Construction illegal from earthquake events	Political direction	Manage community expectations	1	Unlikely 1%-10%	D		1	Unlikely 1%-10%	D	Rob Kerr		Ongoing
69	Regulation	Negative impacts on adjacent community areas	Traffic and parking disruptions	Negative publicity for Council	Comprehensive assessment of site and its specific risks identified	1	Unlikely 1%-10%	D		1	Unlikely 1%-10%	D	Rob Kerr		Ongoing
70	Health & Safety	Construction risks	Specific risks associated with construction not identified and managed	Construction delay, increase in costs, cost of subject to variations	Comprehensive assessment of site and its specific risks identified	6	Unlikely 1%-10%	B		4	Unlikely 1%-10%	C	Rob Kerr	15/02/2021	Ongoing
71	Health & Safety	Contaminated Material	Aesthetic, contaminated water or land	Health and Safety of Community and Workers	Minimum Requirements in Tender Documentation	2	Possible 1%-10%	D		2	Possible 1%-10%	D	Rob Kerr		Ongoing
72	Health & Safety	Heavy lift site	Construction safety governing	Accident occurring on site	Construction site focused as appropriate. Contractor H&S policies adhered to and use of ESRPs	5	Possible 1%-10%	C		4	Possible 1%-10%	D	Rob Kerr	15/02/2021	Ongoing
73	Health & Safety	Public access and exposure to construction site	Increased pedestrian or vehicle management	Prevent Injury	Construction site focused as appropriate. Contractor H&S policies adhered to and use of ESRPs	5	Possible 1%-10%	C		4	Possible 1%-10%	C	Rob Kerr	15/02/2021	Ongoing
74	Health & Safety	Pandemic/covid	COVID-19 Outbreak - Alert Level 1	Minor time delays, minor cost increase due to some staff staying home with potential symptoms + additional requirements	Follow government guidelines	1	Likely 51%-60%	C		1	Likely 51%-60%	C	Rob Kerr	15/02/2021	Ongoing
75	Health & Safety	Pandemic/covid	COVID-19 Outbreak - Alert Level 2	Time delay, cost increase	Follow government guidelines	2	Possible 1%-10%	C		2	Possible 1%-10%	C	Rob Kerr	15/02/2021	Ongoing
76	Health & Safety	Pandemic/covid	COVID-19 Outbreak - Alert Level 3	Time delay, cost increase as the work are cancelled	Follow government guidelines	4	Possible 1%-10%	B		4	Possible 1%-10%	C	Rob Kerr	15/02/2021	Ongoing
77	Health & Safety	Pandemic/covid	COVID-19 Outbreak Alert Level 4	Time delay, cost increase as the work are cancelled. Demobilisation / mobilisation costs	Follow government guidelines	5	Unlikely 1%-10%	B		5	Unlikely 1%-10%	B	Rob Kerr	15/02/2021	Ongoing
Post-Construction Risks															
74	Regulation	Visual / noise / impact above ground	Pumpstation adjacent to residential properties	Residents opposing neighbouring structures	Early engagement with affected residents	1	Possible 1%-10%	D		1	Possible 1%-10%	D	Rob Kerr		Ongoing
75	Regulation	Bad product not working as intended	Incorrect design	Flooding. Contd reputation loss	Engagement with downstream consultants & contractors	2	Possible 1%-10%	C		2	Possible 1%-10%	C	Rob Kerr	15/02/2021	Ongoing
76	Health & Safety	Collapse of structure	Poor material choice or installation	Injury to Council maintenance staff or member of the public	Rigorous procurement of contractors and MSDs	2	Unlikely 1%-10%	D		2	Unlikely 1%-10%	D	Sylvia McLaren	15/02/2021	Ongoing
77	Regulation	Power outage	Power outage event. Pump is not rated during flood event	Flooding. Contd reputational damage	Consider generation in design	2	Unlikely 1%-10%	D		2	Unlikely 1%-10%	D	Harleto Davis	15/02/2021	Ongoing

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO: FIN-01 / 200922125676

REPORT TO: Council

DATE OF MEETING: 6 October 2020

FROM: Jeff Millward, Manager Finance & Business Support

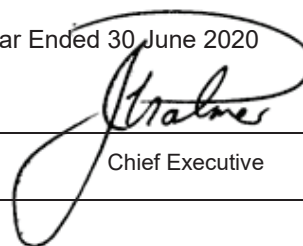
SUBJECT: Adoption of the Annual Report for the Year Ended 30 June 2020

SIGNED BY:

(for Reports to Council or Committees)



Department Manager



Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to present the Annual Report for the year ended 30 June 2020 to the Council for adoption.
- 1.2. Overall, the year-end accounts show the Council is in a relatively sound position. The Net Operating Surplus, before taxation & other gains, for the year ended 30 June 2020 was \$2.8million (2019:\$29.5million) compared with a budgeted net operating surplus of \$20.1 million.
- 1.3. There a number of reasons for the \$17.3million variance and generally relate to accounting treatment required by accounting standards and movement in valuations undertaken as at 30 June 2020. The three most significant movements have been a \$5.5million devaluation to the value of interest rate swaps held under the Council's Treasury Policy as a result of declining interest rates, as well as Vested Assets and Development Contributions being \$3.1M and \$6.2 million under budget respectively. Although the timing and completion of development against the forecast was tracking to be less than forecast for the year, all three of these areas have in some way have been affected by Covid-19.
- 1.4. Covid-19 has had an impact on the operational and capital works programmes. The impacts were reported to the Council leading up to the adoption of the 2020/21 Annual Plan. This lead to a \$2.1 Covid-19 expenditure provision being established and rate funded by loan over 10 years.
- 1.5. A summary of main variances to budget is provided in section 3.2 and within note 31 of the Annual Report.
- 1.6. Borrowings have increased \$15m (2019:\$15m) over the last financial year from \$145m to \$160m, compared to the \$185m budgeted. The lower borrowing of \$25m requirement was primarily lower due to the delayed and reforecast capital work due to Covid-19.
- 1.7. Of the 111 measures, the Council achieved 82 (74%) (2019:75%) of all non-financial performance measures and a further 7 (6%) (2019:10%) were assessed has having been achieved to within 5% of the intended target. Two measures were forecast to have completion dates later than 2022 and not included in the final result. Once again Covid-19 had an impact on what would have been a better result.
- 1.8. Fifty-nine percent (2019:68%) of capital projects were completed. Once again, the Council was on track for a much better result but due to Covid-19, there are a number of uncompleted projects which were reforecast into the 2020/21 Annual Plan that was approved in June.

- 1.9. A Mayor's message is provided at the front of the Annual Report. Within each significant activity a summary of the year's key activity is provided, with the intention of providing the reader a better understanding of the scope of the work and achievements throughout the year. Each Activity area also has the financial activity and a set of non-financial reporting measures that are reported against budget.
- 1.10. The Annual Report also contains the financial reporting benchmarks section, as required by the Local Government (Financial Reporting Prudence) Regulations 2014. This is the 2nd year (of three years) of reporting against the 2018-2028 Long Term Plan forecasts. The previous four financial period trends are also shown.
- 1.11. A Summary Annual Report has also been completed in conjunction with section 98 (4) b of the Local Government Act. The Summary Annual Report has also been audited by Audit New Zealand and provides the reader with a snapshot of the key information provided within the Annual Report. Both reports together with the Auditors report are placed on the Council's website, once they are adopted by the Council.
- 1.12. The draft Annual Report was presented to the Audit & Risk Committee on 15 September 2020. There have been no material movements to the final audited Annual Report.
- 1.13. At the time of preparing this report, it is expected that the Auditors report will provide unmodified opinion.

Attachments:

- i. Annual Report for the year ended 30 June 2020 (Trim 200820108198) (separately circulated)
- ii. Annual Report Summary for the year ended 30 June 2020 (Trim 200914120854)
- ii. The audit opinion and letter of representation for the year ended 30 June 2020 (is to be tabled by the Auditors)

2. **RECOMMENDATION**

THAT the Council:

- (a) **Receives** report No. 200922125676.
- (b) **Adopts** the Annual Report for the year ended 30 June 2020 (TRIM 200820108198).
- (c) **Approves** the Annual Report Summary for the year ended 30 June 2020 (TRIM 200914120854).
- (d) **Notes** the Net Surplus before taxation of \$2.8m is \$17.3m less than budget, and primarily relates to a \$5.5m accounting adjustment for interest rate swaps held under Council's treasury policy, \$6.2m less in Development contributions and \$3.1m less than budget for Vested assets transferred from developers.
- (e) **Notes** that the Covid-19 (Corona virus) had an impact on both the financial and non-financial performance of the council.
- (f) **Authorises** the Manager Finance and Business Support, in conjunction with the Chief Executive to make necessary minor edits and corrections to the Annual Report that may occur prior to printing.

3. **BACKGROUND**

- 3.1 The Council must adopt within 4 months of the end of the financial year which it relates (being the 30 June), an audited Annual Report to its community and stakeholders, as required under section 98 of the Local Government Act 2002.

4. **ISSUES AND OPTIONS**

- 4.1. The Net Surplus after Vested Assets and before Taxation for the year ended 30 June 2020 totalled \$28.8m. This compared with the budget for the year of \$20.1m.
- 4.2. The \$17.3m variance to budget primarily relate to the following:

Activity	\$ million variance	Details
Interest Revenue	(0.6)	Interest rates have fallen against budget
Subsidies & Grants	(2.6)	Delay of the roading programme
Vested Assets and Development contributions	(9.3)	Staging and completion of developments
Other	4.6	General recoveries, private works, lump sum contributions.
Total Revenue Variance	(7.9)	
Interest rate swaps accounting valuation	5.5	Interest rates have fallen against the Council's swaps
Loss on valuation of forestry and investment property	(0.2)	Airfield properties were revalued down this year
Accounting for assets disposed as part of renewals work	(3.1)	Includes: Water \$0.4m, Sewer:\$0.3m, Drainage:\$1.1m, Recreation \$1.0m
Expenditure which was budgeted as capital but must be accounted for as operating expenditure	(4.1)	Includes site decommissioning (redzone) and dredging costs \$1.9m, Asset management system \$0.5m
Depreciation	(0.7)	Roads \$0.6m due to valuation movement 30 June 19
Interest expenditure	2.0	Less borrowings due to delay of capital programme.
All other activity	1.0	Delay of Tennis Centre Grant/Canterbury Museum redevelopment levy
Total Expenditure	(10.6)	
Gains	1.4	Property, plant & equipment and revaluation of investment property.
Net Variance	(17.3)	

4.3. Income Statement for the year ended 30 June 2020

Consolidated Income Statement for the Council Parent (\$000s)

Income Statement	Budget	Actual	Difference
	\$'000	\$'000	(unfavourable)
Revenue			
Rates	65,538	65,833	295
Interest	845	217	(628)
Subsidies and grants	8,871	6,267	(2,604)
Other revenue	17,195	21,797	4,602

Income Statement	Budget	Actual	Difference
	\$'000	\$'000	(unfavourable)
Development and other Contributions	12,370	6,141	(6,229)
Earthquake Recoveries - Government	1,432	1,194	(238)
Vested Assets	15,112	12,024	(3,088)
Total revenue excluding gains	121,363	113,473	(7,890)
Operating expenses by activity			
Governance	2,948	2,867	81
District Development	7,018	7,524	(506)
Roads and Footpaths	20,091	20,994	(903)
Water Supply	8,042	8,536	(494)
Sewage/Treatment and Disposal	13,179	11,484	1,695
Stormwater Drainage	4,843	6,082	(1,239)
Refuse and Recycling	8,475	8,596	(121)
Libraries and Museums	5,486	4,476	1,010
Recreation	17,695	17,938	(233)
Community Protection	7,727	7,588	139
Community Development	2,075	2,014	61
Property Management	808	1,881	(1,073)
Earthquake Recovery	1,885	4,115	(2,230)
Non-Significant Activities	1,178	7,985	(6,807)
Total expenses	101,450	112,070	(10,620)
Operating Surplus / (Deficit) before gains	19,913	1,403	(18,510)
Other gains	145	1,373	1,228
Operating Surplus / (Deficit) after gains	20,058	2,776	(17,282)

Comparison with the Budgeted Net Surplus

4.4. The largest differences were as follows:

Income

- Interest revenue \$0.6m under budget. There has been no short term deposit other than operating cash. Interest rate also lower than expected.
- Subsidies and grants \$2.6m under budget due to delay of the roading capital programme (in particular the low cost/low risk improvements of local roads). The roading programme was further delayed in the last quarter due to Covid-19.
- Other revenue was \$4.6m over budget mainly due to other general recoveries including recoveries from private works, increased rates penalties, more than budgeted connection fees/lump sum contributions to connect to Council's

infrastructural facilities and increased liquor licensing/food premises revenue. Revenue from resource consents were more than budgeted offset by increased costs while revenue from aquatic centres/building consents dropped significantly due to Covid-19.

- Vested assets were \$3.1m and Development Contributions were \$6.2m under budget as the major developments wait to get to the next stage of their development. Due to Covid-19, development in the district has slowed down.
- Other gains of \$1.4m (\$1.2m more than budgeted) contains gains on sale from property, plant & equipment of \$0.6m and gain on revaluation of investment property of \$0.6m.

Expenditure

- District Development - Actual expenditure was \$0.5m more than budget. Costs incurred on flood hazard mapping are incurred in relation to the review of the district plan. Costs on resource consents were more than budgeted, offset by increased resource consents revenue.
- Roads and Footpaths - Actual expenditure was \$0.9m more than budget. Depreciation was more than budgeted due to revaluation of roading assets at 30 June 2019. Capital expensed from roading capital projects also contributed to the variance.
- Water Supply - Actual expenditure was \$0.5m more than budget mainly due to unbudgeted asset deletions from the capital renewal programme. In addition, costs incurred on new connections were more than budgeted.
- Sewerage and the Treatment and Disposal of Sewage - Actual expenditure was \$1.7m under budget. Desludging works budgeted have been delayed to future years.
- Drainage - Actual expenditure was \$1.2m more than budget mainly due to unbudgeted asset deletions from the capital renewal programme.
- Libraries and Museums - Expenditure was under budget by \$1.0m as no payments for the Canterbury Museum Redevelopment Levy were required. In addition depreciation was under budget as some library collections/plant and equipment items were fully depreciated at 30 June 19.
- Project Delivery Unit required additional employments. The extra costs were covered by external revenue on water/sewer model building. Water Unit tasks were delayed due to Covid-19 resulting in less job recoveries comparing to budget.
- Earthquake recoveries - Expenditure was over budget by \$2.2m. Capital expensed from capital projects was not budgeted (i.e. costs incurred on decommissioning and dredging).
- Non Significant Activities - Expenditure was over budget by \$6.8m. This is mainly due to the loss on revaluation of interest rate swaps of \$5.5m. In addition, capital expensed from capital projects also contributed to the variance (i.e. Asset Management System; eService; GIS projects). These projects were funded by loans.

Financial Limits

A brief summary of treasury policy limits is provided as follows:

Measure	Limit	Actual 2018	Actual 2019	Actual 2020
Gross interest paid on term debt will not exceed 15% of gross operating revenue	15%	5.4%	6.1%	5.9%
Net cash inflow from operating activities exceeds gross annual interest expense by two times	2 times	5.9 times	4.3 times	4.0 times
Local Government Funding Agency. Interest as a maximum of 25% of rates revenue	25%	8%	9%	9%
Net debt as percentage of operating revenue shall not exceed 175% or if WDC obtains a Standard and Poor's long term credit rating of 'A+' or better 250%	250%	148%	162%	168%
Liquidity ratio of greater than 110%	110%	155%	154%	185%

Non-financial performance measures and levels of service

- 4.5. Of the 111 measures, the Council achieved 82 (74%) (2019:75%) of all non-financial performance measures and a further 7 (6%) (2019:10%) were assessed as having been achieved to within 5% of the intended target. Two measures were forecast to have completion dates later than 2022 and not included in the final result. Once again Covid-19 had an impact on what would have been a better result.

Capital Expenditure

- 4.6. Expenditure on capital works for the year ended 30 June 2020 totalled \$50.5m (59%) (2019:\$58.5), compared to a budget of \$85.2m.

Balance Sheet

- 4.7. Ratepayer Equity as at 30 June 2020 is \$1.735m (2019: \$1,685m). This is a \$49m (2.91%) increase over that in 2019 and generally reflects movements in the additional capital and assets vested from growth that is occurring in the district.
- 4.8. Borrowings have increased \$15m (2019:\$15m) over the last financial year from \$145m to \$160m, compared to the \$185m budgeted. The lower borrowing that was required is primarily lower due to the delayed and reforecast capital work.

Annual Report Summary

- 4.9. Under section 67, 98 & 99 of the Local Government Act 2002, the Council is required to make publicly available a summary of its Annual Report. The summary is required to be audited. A copy of the draft summary is attached. It comprises:
- The Mayor's report
 - A summary of the Financial Statements
 - Key performance measures from the LTP
 - Summary of Activity

Letter of Representation

- 4.10. As at the time of preparing this report, the audit is approaching completion. It is anticipated that the audit will have been completed and clearance from the Auditors to issue the Auditors report and the Council to adopt by the time Council meets on 6 October.
- 4.11. There is a no disclosure required to be made for "events after balance date" to the Annual Report.
- 4.12. It is standard practice for the Mayor and the Chief Executive to sign a letter of representation relating to the audit.

The letter covers a large number of matters, but the essence is that the Mayor and Chief Executive believe the financial statements are correct and that they are not aware of any financial irregularities. The letter also states that Management consider the organisation to be a going concern.

- 4.13. Options

The Council could:

- Adopt the Annual Report for the Year Ended 30 June 2020; OR
- Request that modifications be made to the Annual Report for the year ended 30 June 2020; OR
- Hold a further meeting for the purpose of adopting the Annual Report. If the meeting is not held prior to the 31 October this would not meet the statutory timeframes as set out in the Local Government Act 2002.

4.14. The Management Team and Chief Executive have reviewed this report and support the recommendations.

4.15. Audit New Zealand is currently completing its audit of the Annual Report and is expected to have been completed by 6 October. The Audit report is expected to be an unmodified opinion.

5. COMMUNITY VIEWS

5.1. Groups and Organisation and wider Community

Not sought specially in relation to the report, but form part of the results and measures within the Annual Report.

6. FINANCIAL IMPLICATIONS AND RISKS

6.1. Financial Implications

A number of steps are taken to mitigate the risk of an error in the external financial statements. These include internal review and external audit.

Financial information is contained within the report.

6.2. Community Implication

6.3. Risk Management

At the time of preparing the report, the audit field work was completed and being provided to the technical review group. The opinion will be subject to this review. There have been no significant matters arising from the audit and therefore it is expected an unmodified opinion will be issued from Audit New Zealand, who are the auditors appointed by the Office of the Auditor General to audit the Council's Annual Report.

6.4. Health and Safety

Not applicable to adopting the Annual Report.

7. CONTEXT

7.1. These issues are not matters of significance in terms of the Council's Significance and Engagement Policy.

7.2. The production of the Annual Report contributes to the outcome that "Public organisations make information about their plans and activities readily available".

7.3. Section 98(1) of the Local Government Act 2002 requires that "a local authority must prepare and adopt in respect of each financial year an annual report".

7.4. Section 98(3) of the Local Government Act 2002 requires that "The annual report must be completed and adopted by resolution within 4 months of the end of the financial year to which it relates".

7.5. Section 98(4) provides that "A local authority must, within 1 month after the adoption of its annual report, make publicly available – (a) its annual report; and (b) a summary of the information contained in its annual report".

- 7.6. The Local Government (Financial Reporting and Prudence) Regulations 2014 requires Council to disclose performance in relation to benchmarks in the annual plan, annual report and long-term plan.

Jeff Millward
Manager Finance & Business Support



WAIMAKARIRI
DISTRICT COUNCIL

WAIMAKARIRI *Our District*

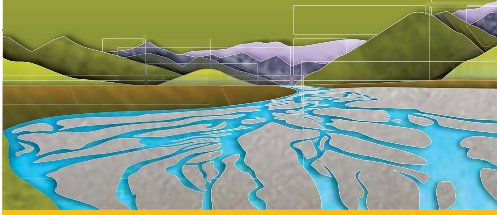
Annual Report Summary 2019-2020
A YEAR IN REVIEW

A copy of the full Annual Report is available
from waimakariri.govt.nz

MAKING WAIMAKARIRI A GREAT PLACE TO BE

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MESSAGE FROM THE MAYOR AND CHIEF EXECUTIVE



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WHERE WE SPENT YOUR RATES



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COMMUNITY OUTCOMES



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OVERALL SERVICE PERFORMANCE RESULTS



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HIGHLIGHT FOR THE YEAR



PAGE 12

INFRASTRUCTURE SERVICES



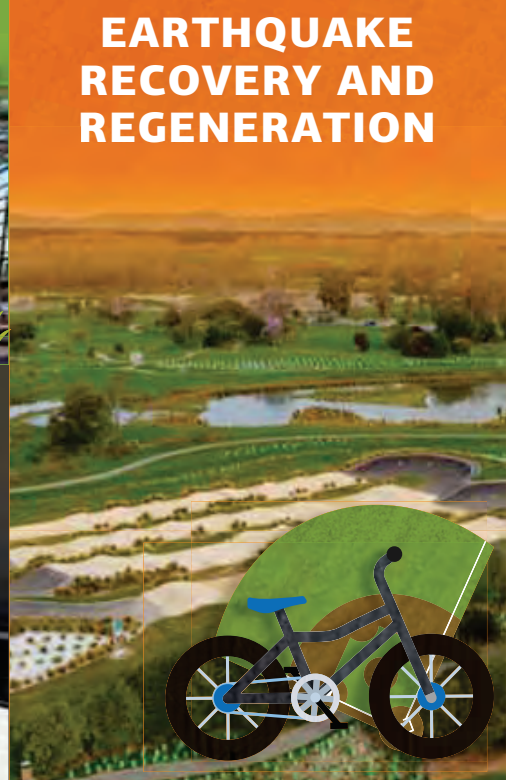
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RECREATION



PAGE 15

EARTHQUAKE RECOVERY AND REGENERATION



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OUR FINANCES



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INDEPENDENT AUDITORS REPORT



Message from the Mayor

Kia ora koutou Waimakariri



It's a pleasure to present this year's Annual Report to you, my first as Mayor.

It's been a bit of a challenging year due to COVID-19. From the March 2020 lock-down, Council's service delivery has been impacted, although I was delighted with the level of service that the Council was able to provide. We consulted on our draft Annual Plan last year only to have our consultation period interrupted because of the COVID-19 lockdown.

I believe the Council read the situation well and started working on a review of the Annual Plan promptly so we could deliver a lower-than-projected rate increase.

This required a significant amount of work by staff and elected members to get a revised plan together and I'm proud of everyone for digging in and achieving a positive outcome for our community in the first year of what will be a reasonably large period of recovery.

Despite the impact of COVID-19, the Council has made great progress during the year.

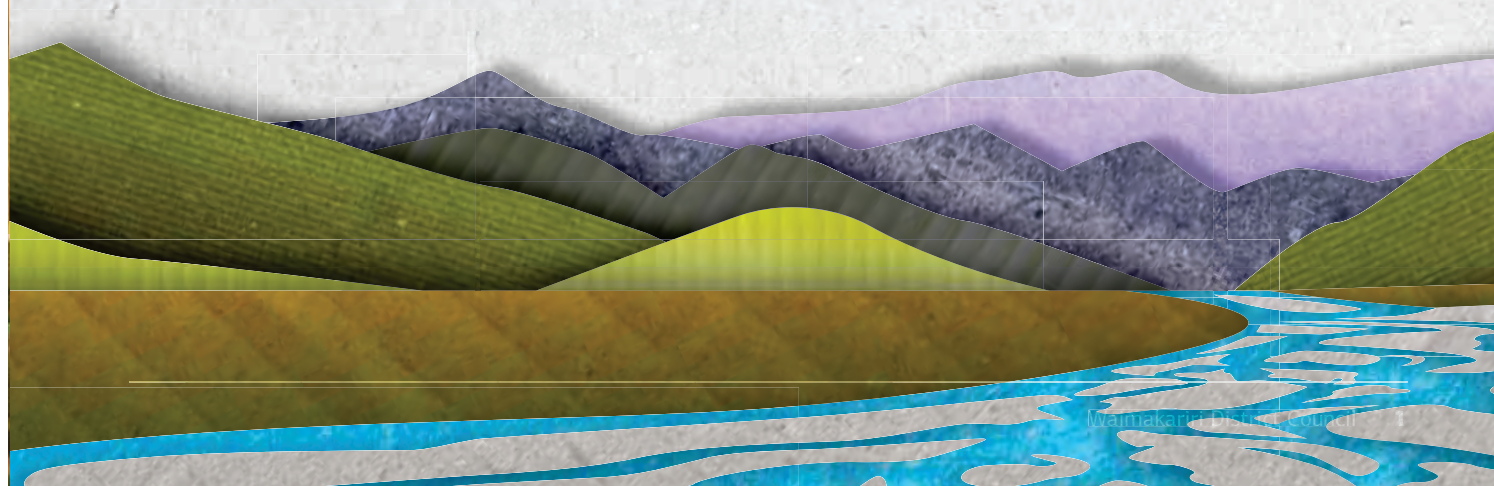
2020 marks 10 years since the earthquakes and on reflection it is outstanding just how far the District has come while juggling rapid population growth and the increased need for services and facilities. This is no small part down to strong leadership from Council and Community Boards supported

well by an experienced and very capable staff group.

The growth we've experienced to date is set to continue. Last year we consulted on how we should best provide services for our growing community – who are on schedule to exceed 75,000 by 2028. This isn't that far away when you think about it.

These new people will create jobs, increase economic activity and add vibrancy to our District. It's important the Council looks after them through the provision of infrastructure such as water, parks, public facilities and services that improves their lives and helps them prosper.

We've progressed the District Plan and are looking to go out for engagement on this in early-mid



2021. This document will help guide our District's growth over the coming decades.

Our investment in three-water infrastructure has continued and we've made further steps towards making sure all of our drinking water schemes meet the current Drinking-water Standards for New Zealand – now only the Poyntz Road scheme, serving 81 properties, needs upgrading.

Storm water management has continued to be invested in and we've addressed a number of known issues. More recently we have been awarded some 'shovel-ready' central government funding to continue this work in the coming year too – particularly focused on lower-lying areas in Kaiapoi.

Wastewater investment continues and we have made significant progress replacing the Rangiora central sewer main – this will improve the capacity of the entire system in Rangiora and is a core multi-year project which will enable future growth and housing development.

This past year we opened the West Belt Extension to Townsend Road in June, put in place a number of pedestrian safety islands, built new footpaths and continued with our seal extension programme – sealing 1.85km of new road. On top of this we've undertaken a significant programme of kerb and channel replacement to make our streets

safer and storm water easier to manage.

We're developing new Park & Ride areas in time for the launch of the new express bus service that will follow the opening the Northern Corridor later this year to make life easier for those who commute to Christchurch and don't want to contribute to congestion. To begin with we are creating Park & Ride areas in Rangiora and Kaiapoi and aim to develop these over time in line with demand.

Our new kerbside collection service is up and running and despite some COVID-19 related setbacks we're positioned to significantly reduce the amount of recycling from our District that ends up in the landfill.

From a recreation perspective we've made great progress on the build of Stadium Waimakariri. The frame is up, the roof is on, and excitement is building. This building is on track to open within the year and it will be a terrific asset to our community.

The regeneration of earthquake damaged land in Kaiapoi is continuing on-track with the Honda Forest, BMX track and Dog Park already being regularly used by the community. Sports fields and softball diamonds are underway and will be ready for use in the coming months. The Kaiapoi River dredging, wharf and walkway improvements have also added to Kaiapoi's vitality.

Elsewhere we continue to upgrade and maintain our current parks and reserves so they're friendly places for our community to spend time and play.

This last year the Council received some excellent external validation. We received our second AA rating from expert assessors of Council's performance CouncilMARK.

They described Waimakariri District Council as "showing that councils can consistently deliver high performance for their communities."

We are one of only two Councils among 33 assessed so far to get to AA level – and it is testament to the work ethic of the whole organisation.

On top of this we maintained our high AA/A-1+ credit rating from Standard and Poor's which is testimony to the robust financial management of the Council. It also means we borrow money at better rates which has a flow on effect for our community.

All of this work and successful delivery of projects and outcomes for the community is helped by the amazing support from local businesses and community groups and professional organisations across the District.

I am grateful for the work that they do to help make Waimakariri such a great place. To be able to work in partnership with these

groups adds such value to the work that we do across sectors.

In the coming year we say farewell to long-standing Chief Executive Jim Palmer.

Jim is a real leader and well regarded throughout the country. Through the earthquakes he demonstrated exceptional leadership which helped our District recover and following that supported Kaikoura recover from their own earthquake.

He is also having a significant input in to the COVID-19 response and recovery. On top of this he's outstanding at the business-as-usual aspects of running a large organisation.

He will be missed and we wish Jim well as he moves to the next phase of his career.

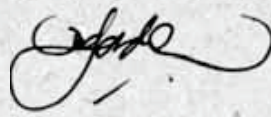
There are certainly challenges ahead for our District, and the country as a whole, with the uncertainty associated with COVID-19, potential changes to the regulation and delivery of water services, and to new low-emission/carbon zero regulations. I believe we have a great team in place to help us navigate through this and would like to thank the wider community for their ongoing support.

This coming year we begin the process of writing our Long Term Plan (LTP) which is a three year plan, that takes a ten year view on how we should face these challenges and progress with

delivering facilities and services that help our community thrive.

We'll be in touch in early 2021 with this plan to check in and make sure we are aligned with the community's vision for Waimakariri.

Ngā Mihi



Dan Gordon
Mayor

Where We Spent Your Rates

We deliver a broad range of services to our community in return for payment of rates.

This is a selection of the services we've provided over the year and the cost per day to you the ratepayer. These costs are based on average rates for properties where the service is provided.

Governance



Roads and Footpaths



Libraries



Planning

(Admin, District Development,
Civil Defence)



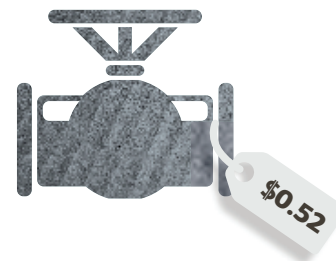
Economic Development

(Promotion CBA's)



Stormwater Drainage

(Urban & Rural areas)



Swimming Pools



Sewage Disposal



Water and Water ways



Community Buildings



Parks and Reserves



Canterbury Museum



Health and Safety

Cemeteries, Rural Fire, Health,
Animal & Buildings control)



Earthquake Recovery



Waste Collection and Disposal



Community Outcomes

Community Outcomes describe how Waimakariri District Council aims to achieve meeting the current and future needs of our communities with good-quality local infrastructure, providing local public services and performance of regulatory functions.

Community outcomes set the direction for our Long Term Plan (LTP) and all activities included in the 2018-2028 LTP that the Council undertakes contribute towards achieving these outcomes. The key groups of activities that contribute to each outcome are displayed.

The *Local Government Act 2002* requires Council to promote the following four Community Wellbeings in the present and for the future. Each Community Outcome is associated with one or more Wellbeings.



Social
Wellbeing



Environmental
Wellbeing



Cultural
Wellbeing



Economic
Wellbeing



There is a safe environment for all.

- Community Leadership, Property Management, Infrastructure Services and Community Services



There are areas of significant indigenous vegetation and habitats for indigenous fauna.

- Community Services, Council Controlled Organisations and Community Leadership



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

- Community Leadership



Our community's needs for health and social services are met.

- Community Leadership



Effect is given to the principles of the Treaty of Waitangi.

- Community Leadership



There is a healthy and sustainable environment for all.

- Community Leadership and Infrastructure Services





Public spaces and facilities are plentiful, accessible and high quality.

- Community Services



People have wide-ranging opportunities for learning and being informed.

- Community Services



Core utility services are provided in a timely and sustainable manner.

- Infrastructure Services and Council Controlled Organisations



The distinctive character of our takiwā - towns, villages and rural areas is maintained.

- Community Leadership and Council Controlled Organisations



The community's cultures, arts and heritage are conserved and celebrated.

- Community Services and Council Controlled Organisations



People are friendly and caring, creating a strong sense of community in our District.

- Community Services and Community Leadership



Transport is accessible, convenient, reliable and sustainable.

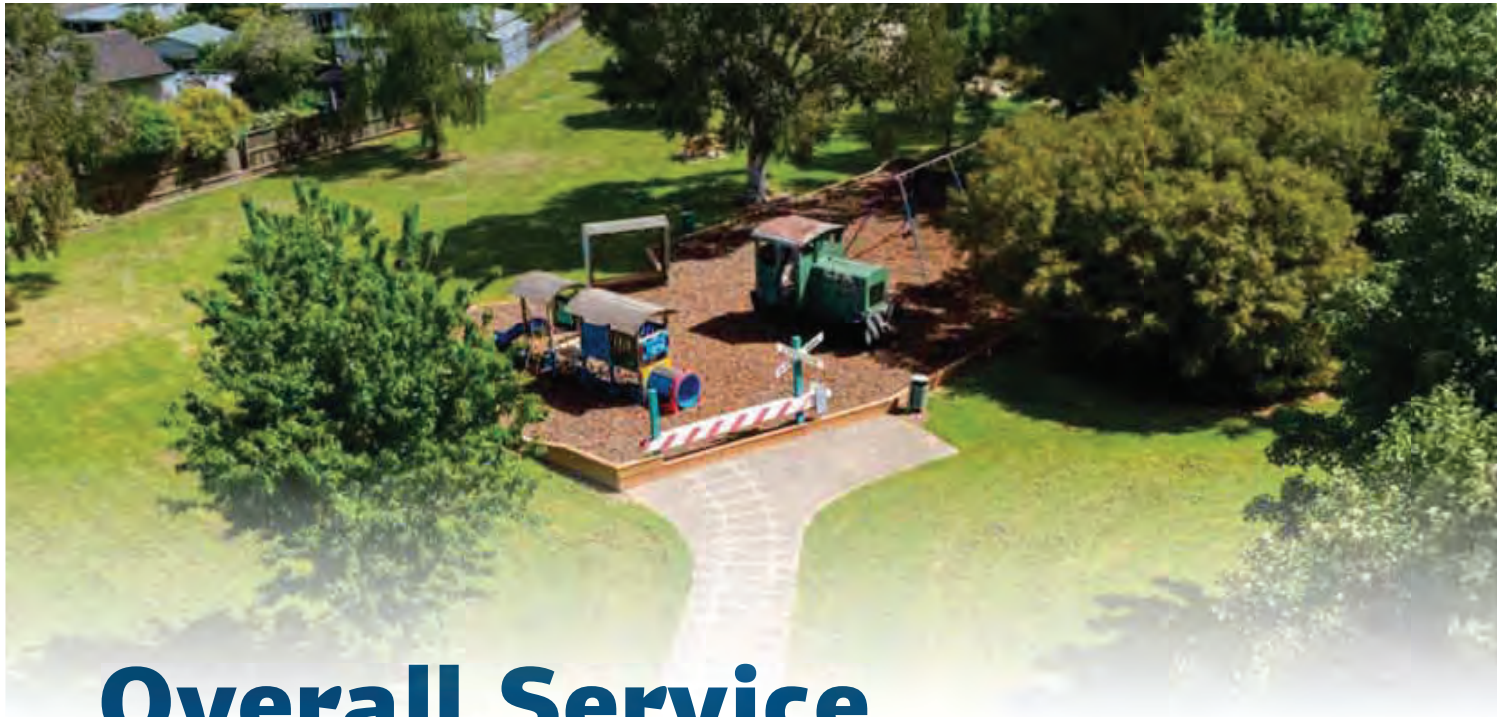
- Infrastructure Services



Businesses in the District are diverse, adaptable and growing.

- Community Leadership and Council Controlled Organisations





Overall Service Performance Results

In the Council's Long Term Plan 2018-2028 there are a total of 111 non-financial performance measures in place to gauge the service performance of Council's six groups of significant activities.

Non-financial performance measures have set targets to assess things like responsiveness, health and safety, timeliness and legislative compliance. They also link to and demonstrate how the activities the Council undertakes contribute to outcomes sought by the community.

Overall the results for the 2019/2020 financial year show 73 per cent of all measures achieved, this is a decrease of 2 percent on 2018/2019.

Some of the performance measures in the 2019/20 financial year have been impacted by the response to COVID-19. This has included the cancellation of the Annual Hui with the local Rūnanga

scheduled for April 2020, as well as the closing of libraries and aquatic facilities for extended periods in the first half of the 2020 calendar year. Surveys of the users of libraries and aquatic facilities were interrupted during this time, and so the response to user surveys, and the resultant performance measures, are not comparable to previous years.

Measures that were not met

Governance

- Quarterly Rūnanga Executive Meetings with Council staff (2/4)
- Annual Hui was not held
- Percentage of Council, Committee and Community Board meetings held per quarter (82.75% with a target of 100%)

District Development

- Supply of land identified for urban residential use (228ha with a target of 250ha)
- Number of Land Use Consents audited per annum (156 with a target of 200)

Water Supply and Quality

- Safety of drinking water (11/14 schemes compliant)
- One event where water was not available for more than eight hours

Stockwater

- Three water outages exceeded 24 hours

Stormwater drainage

- Rural drainage areas requests for drain cleaning responded to within 5 days, 93% (245/264).

- Service requests responded to within 5 working days, 92% (359/389)
- Water race advisory group meetings, 11/15

Recreation

- Annual satisfaction survey of the sports grounds
- Annual satisfaction survey of meeting and performance spaces
- Biannual survey of Aquatic Facilities.

Library services

- Number of annual visits per person, 6.78 with a target of 7.5
- Annual customer satisfaction survey

Community Development

- Facilitation of local collaborative networks

Red Zone Regeneration

- Recreation and Ecological Linkages
- Road Improvements
- Sports fields and changing facilities

Measures that almost achieved target

District Development

Percentage of resource consents issued within statutory timeframes (98.9% with a target of 100%)

Roads and Footpaths

Percentage of the sealed road network that is resurfaced (4.45% with a target of 5%)

Water Supply and Quality

Percentage of real water loss from the networked reticulation system

based on 240 litres per connection per day (26% with a target of 22%)

Stockwater

Percentage of service requests responded to within 48 hours (98% with a target of 100%).

Environmental Health Services

Percentage of all licensed alcohol premises inspected at least once per annum (90% with a target of 95%)

Building Services

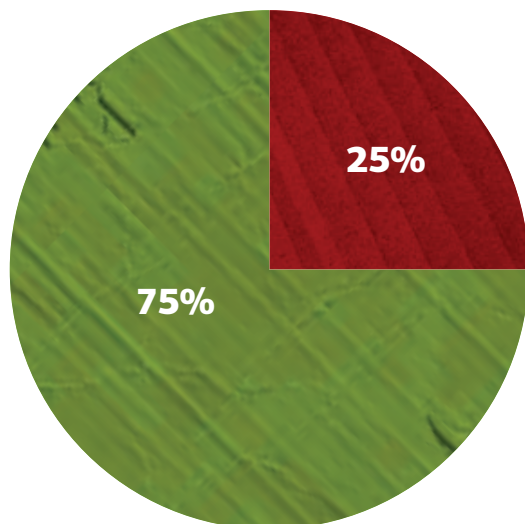
Percentage of Code Compliance Certificates issued within the Statutory 20 days (99% with a target of 100%)

Property Management

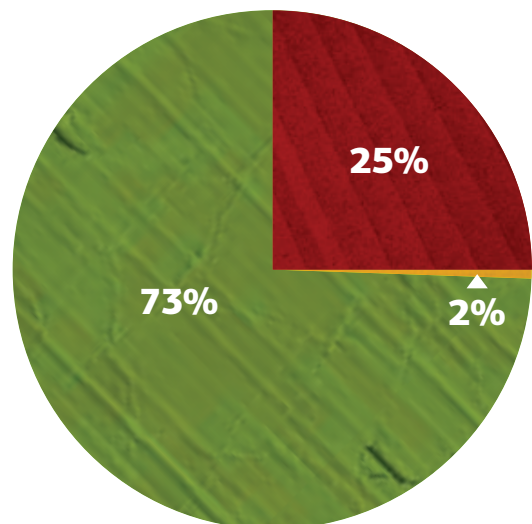
Percentage of Pensioner and Community Housing occupancy per annum (96.69% with a target of 97%).

Performance results

2018/2019



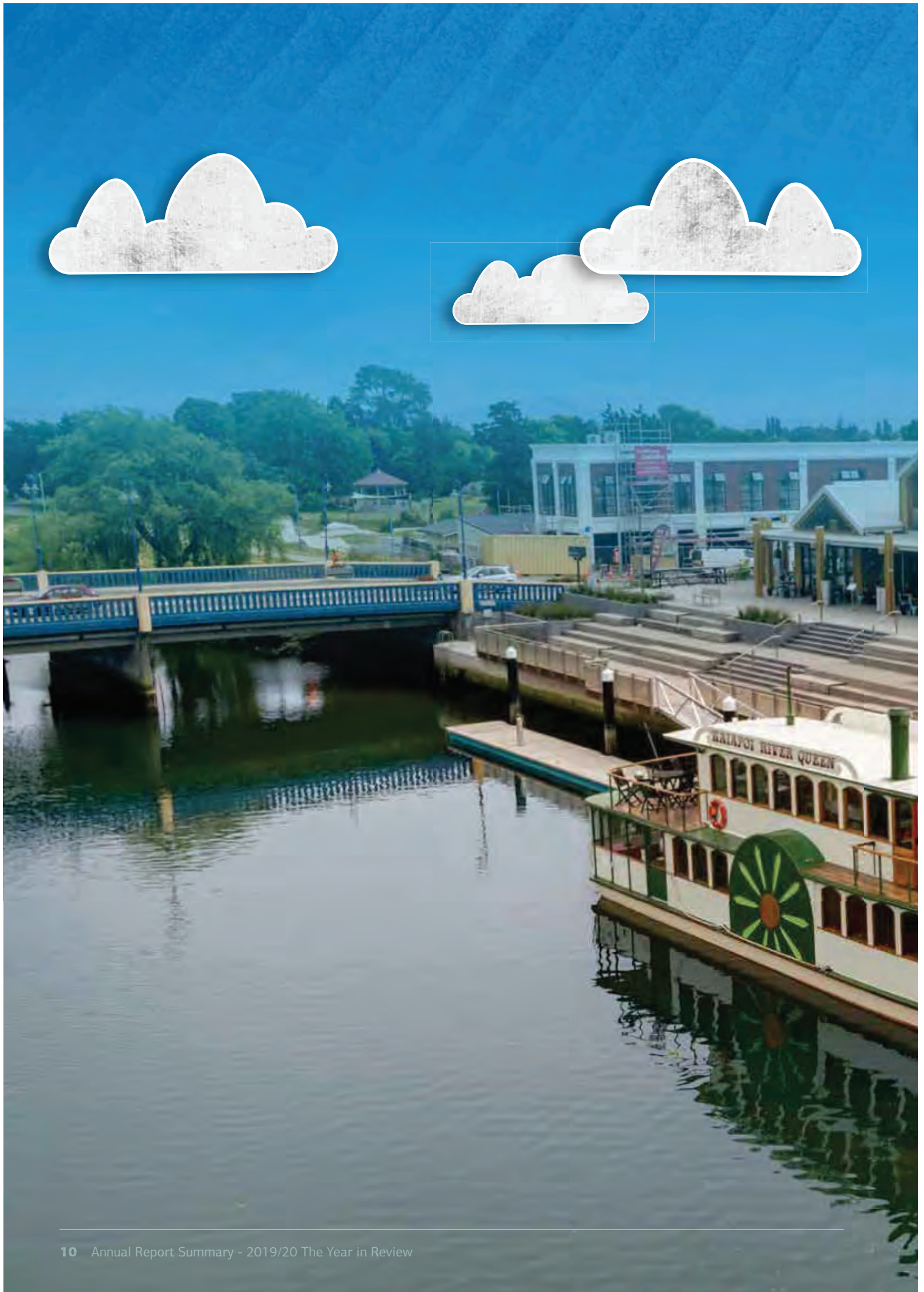
2019/2020



- = Met or exceeded target
- = Not met target
- = Two projects, not due for completion until 2022 and 2024 respectively.

Of the 111 measures, 73% (81) were completed or met, with 25% (28) not being met. Of the measures not met, there were 7 (or 6% of the total measures) within 5% of the measure being met.

Two other projects (2% of the total measures) are not due for completion until 2022 and 2024 respectively.



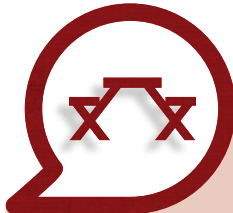


HIGHLIGHTS FOR THE YEAR

Infrastructure Services



Transport is accessible, convenient, reliable and sustainable.



Public spaces and facilities are plentiful, accessible and high quality.



Core utility services are provided in a timely and sustainable manner.

Earthquake Recovery Road Works

The last year has seen the reconstruction of Charles Street, Jollie Street and Cass Street in earthquake damages areas of Kaiapoi. This is the last of the work associated with rebuilding roads in the Regeneration area.



Garrymere Water Supply Upgrade

The Garrymere water supply is a small supply north of the Ashley River that required an upgrade to comply with the Drinking-water Standards for New Zealand. Following extensive consultation during the 2018/19 financial year, it was agreed that an upgrade was required by way of filtration and ultra-violet (UV) disinfection treatment being installed at the existing treatment plant. This work was tendered and constructed within the 2019/20 financial year, and the upgraded plant has been operational since June 2020.



reduce wastewater overflows and cater for further growth in the township.

Central Rangiora Sewer Capacity

This significant project will future-proof core infrastructure and enable Rangiora's continue growth. While unseen, replacing the sewer infrastructure is a multi-year project requiring a programme of upgrades to

Refuse and Recycling

The 'three bins' kerbside, organics and rubbish bin service started on 1 July 2019. A total of 9,900 rubbish bins and 7,776 organics bins, were ordered by the end of February and delivered to properties between 15 April and 30 June 2019. A

further 1,500 bins were ordered between March and June and were delivered during July 2019. As at 30 June 2020 there had been a 3.6 percent increase in recycling bin numbers, and a 12.8 percent increase in rubbish bin numbers and 14.5 percent increase in organics bin numbers. This is a significant milestone and a core feature of enabling our Waste Minimisation Bylaw's vision of reducing our waste to landfill.



Recreation

Multi-Use Indoor Sports Facility

Progress on Stadium Waimakariri this year has been significant with the site established, foundation laid, frame up, roof on and preparation to make the building water-tight now underway. The new facility will cost around \$28m, be approximately 6,000m² in

size and house four indoor courts configured for futsal, handball, korfball, volleyball, netball, badminton and basketball. It will also house a central fitness facility, change rooms, coaching and meeting space and seat around 500 spectators. It's expected the doors will open to the public mid-2021.



Public spaces and facilities are plentiful, accessible and high quality.



There is a safe environment for all.



Earthquake Recovery and Regeneration

Regeneration

Work to regenerate earthquake damaged land in Kaiapoi is on-track with the Honda Forest, BMX track and Dog Park opened this year and already being well used by the community. Sports fields and softball diamonds are being constructed at the moment and will be ready for use in the coming months. The

Kaiapoi River dredging, wharf and walkway improvements have also added to Kaiapoi's vitality and helped encourage and enable easier use of the river which is a core feature of the historic river town.



Public spaces and facilities are plentiful, accessible and high quality.



Core utility services are provided in a timely and sustainable manner.







OUR FINANCES



Financial Statements

Consolidated Statement of Comprehensive Revenue and Expense

For The Year Ended 30 June 2020

	Group 2020 Actual \$'000	Parent 2020 Actual \$'000	Parent 2020 Budget \$'000	Group 2019 Actual \$'000	Parent 2019 Actual \$'000
Financial Performance					
Total operating revenue	113,473	113,473	121,363	137,400	137,400
Finance costs	5,619	5,619	7,663	5,454	5,454
Other operating expenditure	106,451	106,451	93,787	104,622	104,622
Other gains	1,373	1,373	145	2,136	2,136
Plus Share of Associates	(2)	-	-	94	-
Net Surplus / (Deficit) before Taxation	2,774	2,776	20,058	29,554	29,460
Less Taxation expense	-	-	-	-	-
NET SURPLUS / DEFICIT	2,774	2,776	20,058	29,554	29,460
Other comprehensive revenue and expense					
Gain/(Loss) on asset revaluation	46,306	46,306	42,026	36,012	35,789
Increase/(decrease) in asset revaluation reserve due to Impairment & impairment reversal	-	-	-	-	-
Financial assets at fair value through other comprehensive revenue and expense	(59)	(59)	-	(126)	(126)
TOTAL OTHER COMPREHENSIVE REVENUE AND EXPENSE	46,247	46,247	42,026	35,886	35,663
TOTAL COMPREHENSIVE REVENUE AND EXPENSE	49,021	49,023	62,084	65,440	65,123

Consolidated Statement of Changes in Net Assets/Equity

For The Year Ended 30 June 2020

	Group 2020 Actual \$'000	Parent 2020 Actual \$'000	Parent 2020 Budget \$'000	Group 2019 Actual \$'000	Parent 2019 Actual \$'000
EQUITY AT BEGINNING OF THE YEAR	1,689,161	1,685,437	1,684,856	1,623,721	1,620,314
Prior period adjustment	-	-	-	-	-
OPENING BALANCE RESTATED FOR PRIOR PERIOD ADJUSTMENT	1,689,161	1,685,437	1,684,856	1,623,721	1,620,314
Net Surplus / (Deficit) for the year	2,774	2,776	20,058	29,554	29,460
Other comprehensive revenue and expense	46,247	46,247	42,026	35,886	35,663
TOTAL COMPREHENSIVE REVENUE AND EXPENSE FOR THE YEAR	49,021	49,023	62,084	65,440	65,123
EQUITY AT END OF THE YEAR	1,738,182	1,734,460	1,746,940	1,689,161	1,685,437

Consolidated Statement of Financial Position

As at 30 June 2020

	Group 2020 Actual \$'000	Parent 2020 Actual \$'000	Parent 2020 Budget \$'000	Group 2019 Actual \$'000	Parent 2019 Actual \$'000
Current Assets	43,985	43,985	23,349	37,606	37,606
Non-current Assets	1,895,693	1,891,972	1,937,614	1,833,623	1,829,900
TOTAL ASSETS	1,939,678	1,935,957	1,960,963	1,871,228	1,867,505
Current Liabilities	47,839	47,839	48,124	49,261	49,261
Non-current Liabilities	153,658	153,658	165,899	132,808	132,808
TOTAL LIABILITIES	201,497	201,497	214,023	182,069	182,069
Accumulated general equity	870,599	867,558	889,239	865,924	862,881
Other reserves	4,902	4,902	6,702	5,889	5,889
Revaluation reserve	862,682	862,000	850,999	817,349	816,667
TOTAL EQUITY	1,738,182	1,734,460	1,746,940	1,689,161	1,685,437

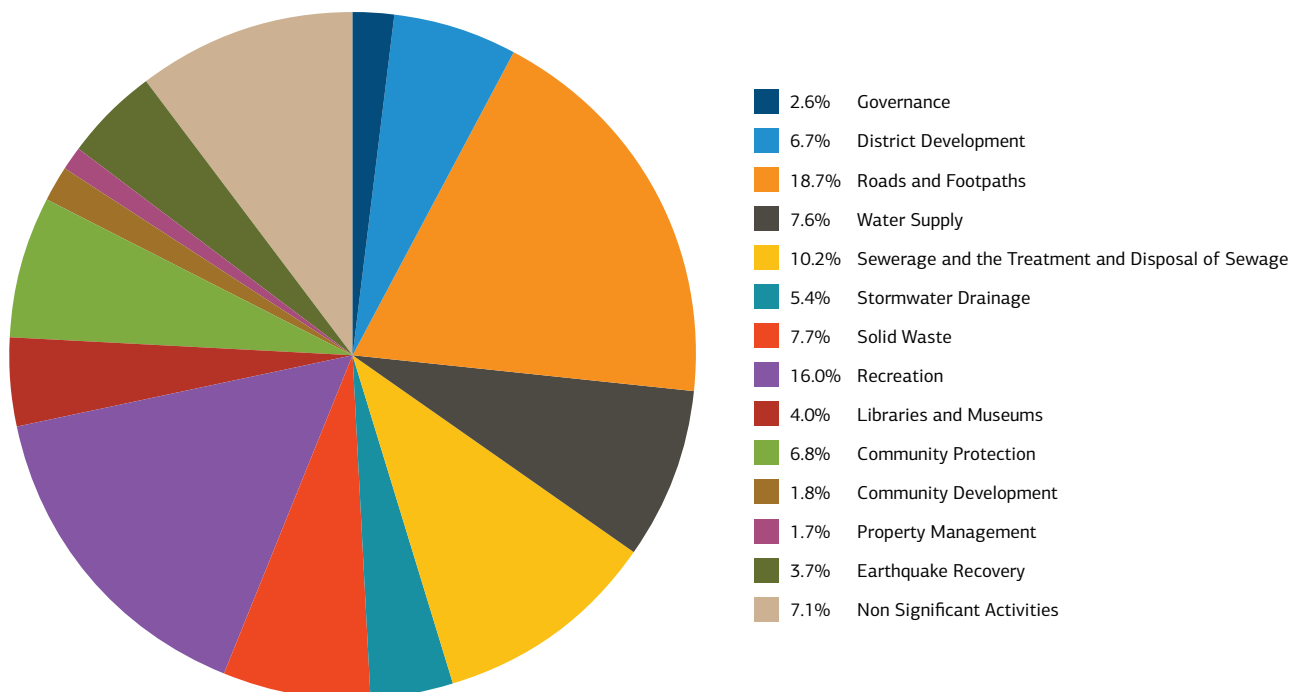
Consolidated Statement of Cash Flows

For The Year Ended 30 June 2020

	Group 2020 Actual \$'000	Parent 2020 Actual \$'000	Parent 2020 Budget \$'000	Group 2019 Actual \$'000	Parent 2019 Actual \$'000
Cashflows from operating activities	22,858	22,858	29,257	23,151	23,151
Cashflows from investing activities	(30,440)	(30,440)	(70,008)	(37,540)	(37,540)
Cashflows from financing activities	15,000	15,000	30,572	15,000	15,000
NET INCREASE (DECREASE) IN CASH HELD	7,418	7,418	(10,179)	611	611
Plus opening cash balance	19,941	19,941	20,870	19,330	19,330
CLOSING BALANCE	27,359	27,359	10,691	19,941	19,941

Expenditure Summary

The chart below shows how expenditure was spread among Council's activities. Council's total operating expenditure for 2019/20 was \$112.1m.



Financial overview

Under the provisions of the Local Government Act (LGA) 2002 (s.101) Council is required to manage its revenues, expenses, assets, liabilities, investments and general dealings prudently and in a manner that promotes the current and future interests of its community.

The Council must ensure that each year's projected operating revenues are set at a level sufficient to meet that year's projected operating expenses (breakeven).

The Annual Report shows that Council recorded a net surplus before taxation for the year ended 30 June 2020 of \$2.8 million, which was \$17.3 million less than budget. The surplus was \$29.5 million for the 2018/19 financial year.

Revenue and other gains were \$6.7 million under budget.

Subsidies and grants \$2.6m under budget due to delay of the roading capital programme (in particular the low cost/ low risk improvements of local roads). The roading programme was further delayed in the last quarter due to Covid-19.

Other revenue was \$4.6m over budget mainly due to other general recoveries including recoveries from private works, increased rates penalties, more than budgeted connection fees/lump sum contributions to connect to Council's infrastructural facilities and increased liquor licensing/food premises revenue.

Vested assets were \$3.1m and Development Contributions were \$6.2m under budget as

the major developments wait to get to the next stage of their development. Due to Covid-19, development in the district has slowed down.

Other gains of \$1.4m (\$1.2m more than budgeted) contains gains on sale from property, plant & equipment of \$0.6m and gain on revaluation of investment property of \$0.6m.

Operating expenses were \$10.6 million over budget.

Capital expensed of \$2.2m are costs incurred but which do not form part of the final assets and was not budgeted.

Loss on disposal of fixed and other infrastructural assets was \$3.1m more than budget mainly due to unbudgeted write-offs of old asset values that were subsequently replaced.

Loss on revaluation of interest rate swaps was \$5.5m and was not budgeted.

Other comprehensive revenue and expense

The Council recorded a \$46.3m gain on asset revaluation (budget \$42.0m). As at 30 June 2020, Council revalued its roading assets, 3 water assets and solid waste assets.

Financial Position

Total assets were \$21.3m under the budget mainly due to delays of the asset capital programme.

Total liabilities were \$12.4m less than the budget as less external borrowings were required as a result of delays in Council's capital programme. This is partially offset by fair value loss of interest rate swaps due to current economic conditions.

Financial Benchmarking

There are no major variances in the Council's financial performance in relation to various benchmarks which enable the assessment of whether the Council is prudently managing its revenues, expenses, assets, liabilities and general financial dealings.

Specific disclosures

The specific disclosures in the summary financial statements have been extracted from the full financial statements. The full financial statements were authorised for issue by Council on 6 October 2020.

The full financial statements of the Council and group have been prepared in accordance with the requirements of the LGA 2002, which include the requirement to comply with generally accepted accounting practice in New Zealand (NZ GAAP).

The full financial statements have been prepared in accordance with Tier 1 Public Benefit Entity (PBE) accounting standards.

The summary financial statements do not include all the disclosures provided in the full financial statements and cannot be expected to provide as complete an understanding as provided by the full financial statements.

The summary financial statements are in compliance with Public Benefit Entity Financial Reporting Standard 43 (PBE FRS 43).

An unmodified audit opinion was given on the full Annual Report by Audit New Zealand.

You can find a copy of the full Annual Report on the Council's website: waimakariri.govt.nz.

Financial Benchmarking

Annual Report disclosure statement for year ending 30 June 2020

What is the purpose of this statement?

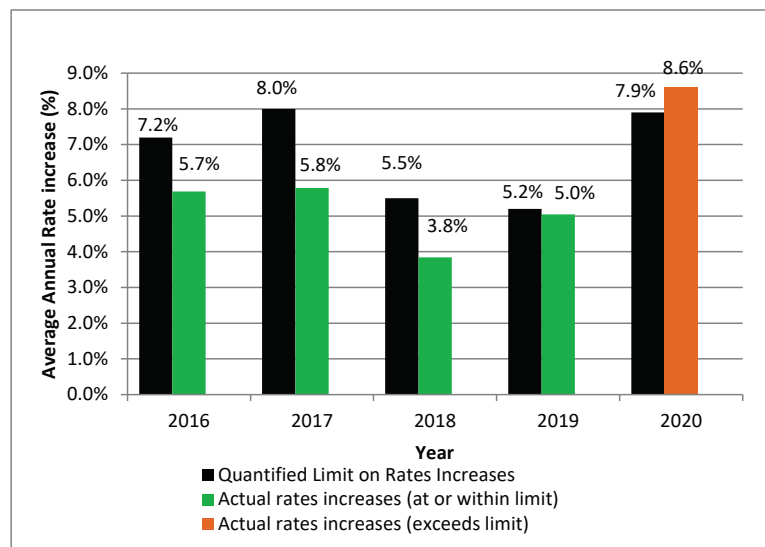
The purpose of this statement is to disclose the Council's financial performance in relation to various benchmarks to enable the assessment of whether the Council is prudently managing its revenues, expenses, assets, liabilities, and general financial dealings.

The Council is required to include this statement in its annual report in accordance with the Local Government (Financial Reporting Prudence) Regulations 2014 (the regulations). Refer to the regulations for more information, including definitions of some of the terms used in this statement

Rates (increases) affordability

The following graph compares the Council's actual rates increases with a quantified limit on rates increases included in the financial strategy included in the Council's long-term plan. The quantified limit is the average rates increase per property and the limit for each year shown is sourced from the 2015-2025 and 2018-2028 Ten Year Plans.

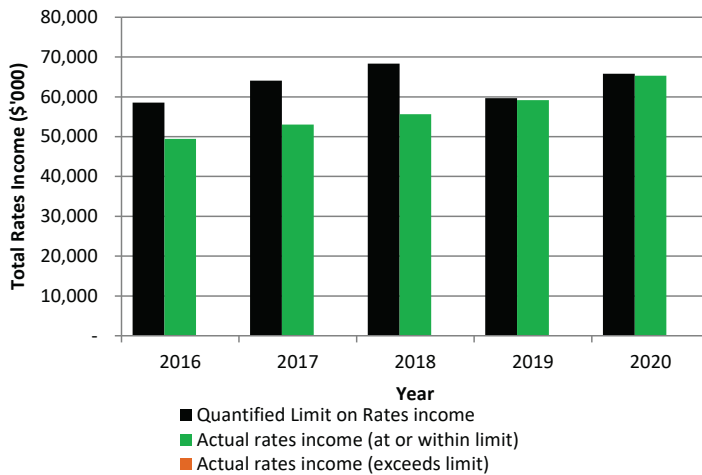
The rates increase for 2020 is over the limit due to additional growth and cost to meet the additional levels of service.



Rates (income) affordability

The following graph compares the Council's actual rates income with a quantified limit on rates contained in the financial strategy included in the Council's Long-Term Plan. The quantified limit is the total rates income for the Council and the limit for each year shown is sourced from the 2015-2025 and 2018-28 Ten Year Plans.

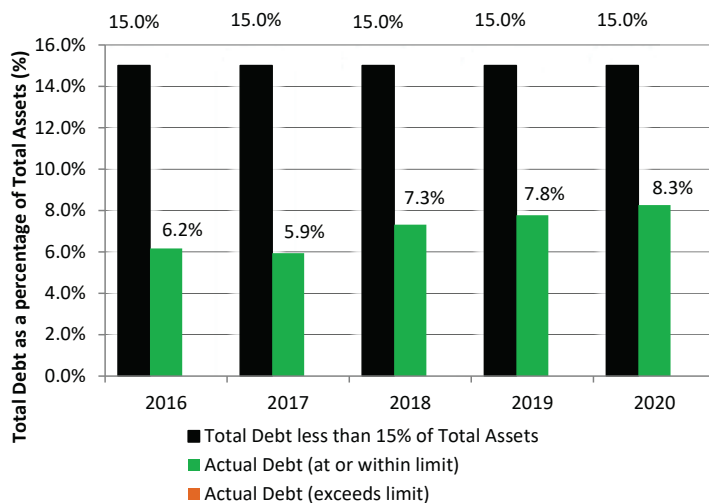
The rates income below excludes GST.



Debt affordability benchmark

The Council meets the debt affordability benchmark if its actual borrowing is within each quantified limit on borrowing. The following graph compares the Council's actual borrowing with a quantified limit on borrowing stated in the financial strategy included in the Council's long-term plan.

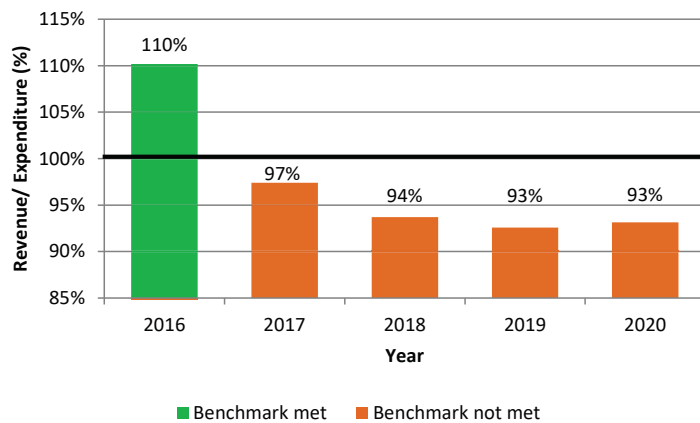
The quantified limit for the following graph is total debt as a percentage of total assets will not exceed 15%. The limit shown was sourced from the 2015-2025 and 2018-28 Ten Year Plans.



Balanced budget benchmark

The following graph displays the Council's revenue (excluding development contributions, financial contributions, vested assets, gains on derivative financial instruments, and revaluations of property, plant, or equipment) as a proportion of operating expenses (excluding losses on derivative financial instruments and revaluations of property, plant, or equipment).

The Council meets this benchmark if its revenue equals or is greater than its operating expenses.



2016

Council's revenue exceeded its operating expenses in 2016 by 10% mainly due to insurance recoveries for earthquake works.

2017-2020

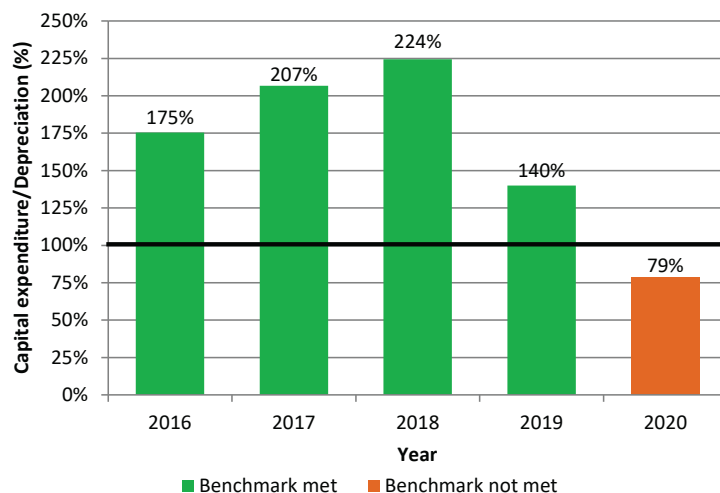
Council's operating expenses exceeded its revenue in 2017, 2018, 2019 and 2020. Council considered rate affordability by smoothing the rates increase caused by the earthquake events to outer years. Also depreciation is not fully funded due to the depreciation fund able to be invested at a higher rate than inflation over the useful life of assets.

Essential services benchmark

The following graph displays the Council's capital expenditure on network services as a proportion of depreciation on network services.

The Council meets this benchmark if its capital expenditure on network services equals or is greater than depreciation on network services.

Network services are classified as water supply, sewerage and the treatment and disposal of sewage, stormwater drainage, flood protection and control works and the provision of roads and footpaths.

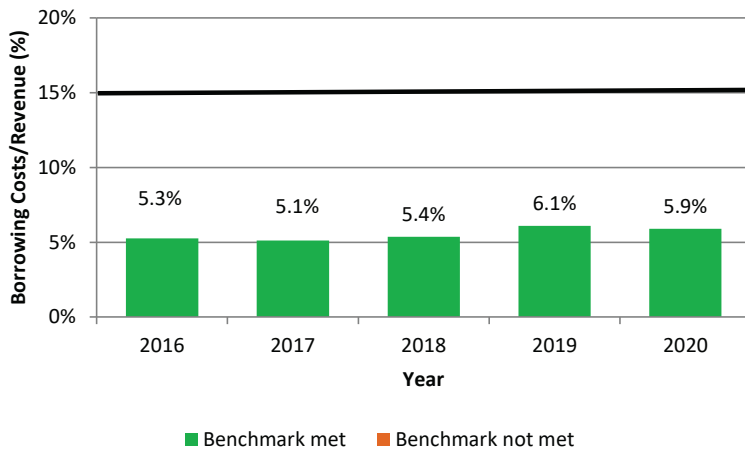


Council's depreciation on network services exceeded capital expenditure on network services in 2020 due to capital programme delays from Covid-19.

Debt servicing benchmark A

The following graph displays the Council's borrowing costs as a proportion of revenue (excluding development contributions, financial contributions, vested assets, gains on derivative financial instruments, and revaluations of property, plant, or equipment).

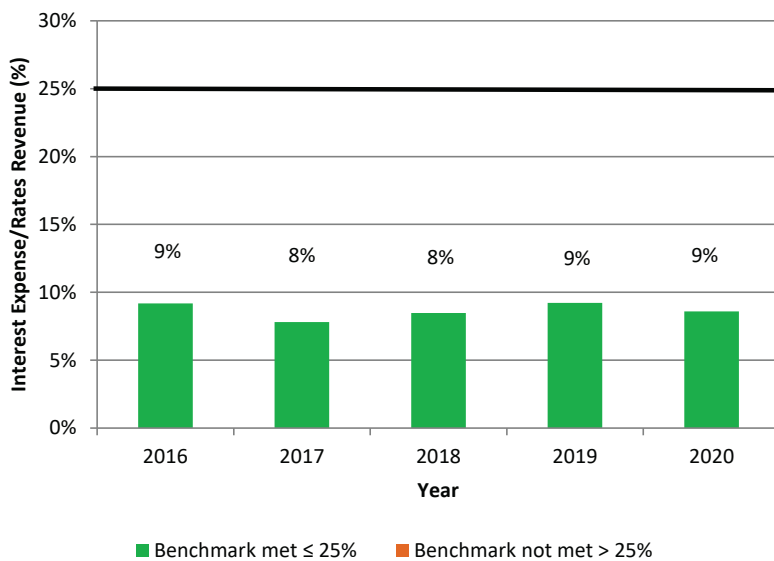
Because Statistics New Zealand projects the Council's population will grow as fast as, or faster than, the national population growth rate, it meets the debt servicing benchmark if its borrowing costs equal or are less than 15% of its revenue.



Debt servicing benchmark B

The following graph compares Council's interest expense with the rates revenue and the limit was sourced from the 2015-2025 and 2018-2028 Ten Year Plans.

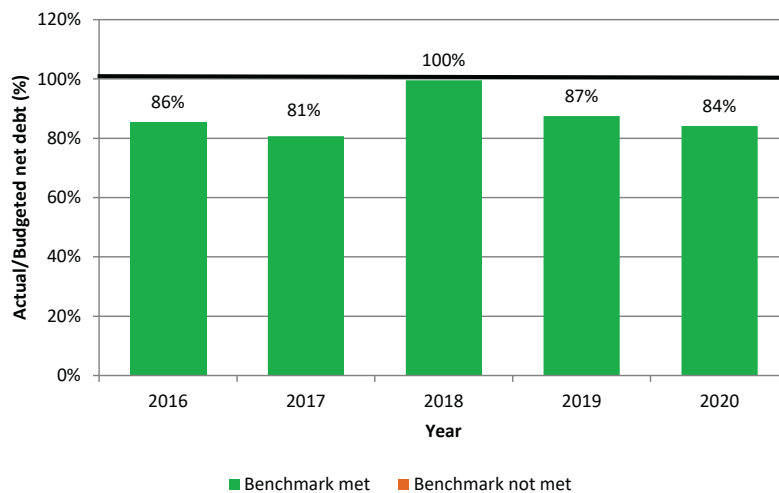
The Council meets this benchmark if interest expense as a proportion of rates revenue does not exceed 25%.



Debt control benchmark

The following graph displays the Council's actual net debt as a proportion of planned net debt. In this statement, net debt means financial liabilities less financial assets (excluding trade and other receivables).

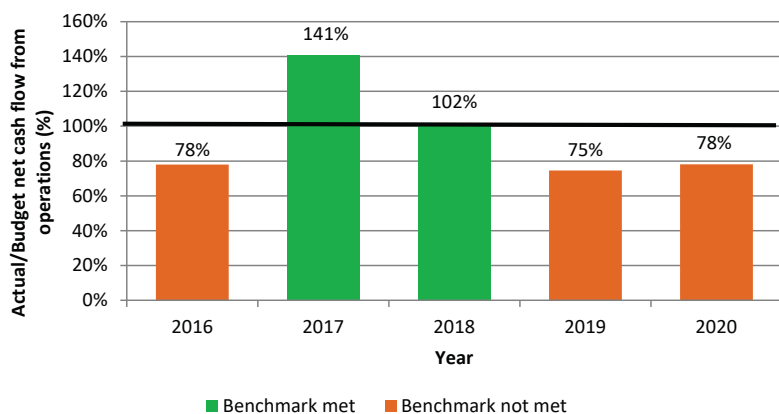
The Council meets the debt control benchmark if its actual net debt equals or is less than its planned net debt.



Operations control benchmark

This graph displays the Council's actual net cash flow from operations as a proportion of its planned net cash flow from operations.

The Council meets the operations control benchmark if its actual net cash flow from operations equals or is greater than its planned net cash flow from operations.



2016

Council received less NZTA subsidies compared to the budget due to delay of roading capital programme.

2017

Council received more development and other contributions compared to the budget due to subdivisions completed in Rangiora, Kaiapoi and Woodend.

2019

Council received less Earthquake recovery subsidies due to a change in Crown funding. Also contributing are Business Improvement projects which are being loan funded.

2020

Council received less development and other contributions compared to the budget due to major developments waiting to get to the next stage of their development.

Independent Auditor's Report

To the readers of Waimakariri District Council and group's summary of the annual report for the year ended 30 June 2019.

The summary of the annual report was derived from the annual report of the Waimakariri District Council (the District Council) and group for the year ended 30 June 2019.

The summary of the annual report comprises the following summary statements on pages 8 to 27:

- the summary statement of financial position as at 30 June 2019;
- the summaries of the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended 30 June 2019;
- the notes to the summary financial statements that include accounting policies and other explanatory information; and
- the summary statement of service performance.

Opinion

In our opinion:

- the summary of the annual report represents, fairly and consistently, the information regarding the major matters dealt with in the annual report; and
- the summary statements comply with PBE FRS 43: Summary Financial Statements.

Summary of the annual report

The summary of the annual report does not contain all the

disclosures required by generally accepted accounting practice in New Zealand. Reading the summary of the annual report and the auditor's report thereon, therefore, is not a substitute for reading the full annual report and the auditor's report thereon.

The summary of the annual report does not reflect the effects of events that occurred subsequent to the date of our auditor's report on the full annual report.

The full annual report and our audit report thereon

We expressed an unmodified audit opinion on the information we audited in the full annual report for the year ended 30 June 2019 in our auditor's report dated 8 October 2019.

Council's responsibility for the summary of the annual report

The Council is responsible for preparing the summary of the annual report which includes preparing summary statements, in accordance with PBE FRS 43: Summary Financial Statements.

Auditor's responsibility

Our responsibility is to express an opinion on whether the summary of the annual report represents, fairly and consistently, the information regarding the major matters dealt with in the full annual report and whether the summary statements comply with PBE FRS 43: Summary Financial Statements.

Our opinion on the summary of the annual report is based

on our procedures, which were carried out in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board.

In addition to our audit and our report on the disclosure requirements, we have performed a limited assurance engagement related to the District Council's debenture trust deed. This engagement is compatible with those independence requirements. Other than our audit, our report on the disclosure requirements and this engagement, we have no relationship with or interests in the District Council or its subsidiaries and controlled entities.



Dereck Ollsson,
 Audit New Zealand
 On behalf of the Auditor-General
 Christchurch, New Zealand
 7 November 2019

MAKING
Waimakariri
A GREAT PLACE TO BE...





2009/14120854

MAKING WAIMAKARIRI A GREAT PLACE TO BE

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION****FILE NO and TRIM NO:** FIN-06-02 / 200916122892**REPORT TO:** Council**DATE OF MEETING:** 6 October 2020

FROM: Gerard Cleary, Manager Utilities and Roding
 Chris Brown, Manager Community and Recreation
 Don Young, Senior Engineering Advisor

SUBJECT: Capital Projects Annual Report – Year to Date ended 30th June 2020

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

 Department Manager


 Chief Executive

1. SUMMARY

- 1.1 This report is to advise the Council on the final delivery of the capital works programme for the year up to and including June 2020.
- 1.2 This report would normally be presented to the Audit and risk committee meeting. However unfortunately this report was not prepared in time for that meeting.
- 1.3 The summary for the whole of Council capital spend is shown in Table 1 below:

	<i>Full Year Budget as per Annual Plan</i>	<i>Full Year Revised Budget</i>	<i>Actual as at 30 June 2020</i>	<i>% Actual Spend / Full Year Revised Budget</i>
Roads and Footpaths	14,995	16,821	8,238	49%
Stormwater Drainage	4,511	7,618	4,187	55%
Water Supply	3,567	4,169	3,663	88%
Wastewater	4,833	4,851	2,753	57%
Refuse and Recycling	271	341	144	42%
Recreation	22,944	24,951	15,878	64%
Earthquake Recovery and Regeneration	14,078	18,168	12,011	66%
Other	8,187	8,310	3,666	44%
Total	73,386	85,229	50,540	59%

Table 1: Total Capital Expenditure

Attachments:

Attachment 1 Roothing project summary Annual Report 19-20 (200923126619)
 Attachment 2 Roothing project overview Annual Report 19-20 (200923126620)
 Attachment 3 Drainage project summary Annual Report 19-20 (200923126621)
 Attachment 4 Drainage project overview Annual Report 19-20 (200923126623)
 Attachment 5 Water project summary Annual Report 19-20 (200923126624)
 Attachment 6 Water project overview Annual Report 19-20 (200923126625)
 Attachment 7 Wastewater project summary Annual Report 19-20 (200923126626)
 Attachment 8 Wastewater project overview Annual Report 19-20 (200923126627)
 Attachment 9 Solid Waste project summary Annual Report 19-20 (200923126630)
 Attachment 10 Solid Waste project overview Annual Report 19-20 (200923126631)
 Attachment 11 Recreation project summary Annual Report 19-20 (200923126632)
 Attachment 12 Recreation project overview Annual Report 19-20 (200923126633)
 Attachment 13 EQ Recovery project summary Annual Report 19-20 (200923126634)
 Attachment 14 EQ Recovery project overview Annual Report 19-20 (200923126635)

2. **RECOMMENDATION**

THAT the Council:

- (a) **Receives** report No. 200916122892
- (b) **Notes** the progress of the capital projects as detailed below and in the attached spreadsheets.
- (c) **Circulates** this report to all Community Boards for their information.

3. **BACKGROUND**

- 3.1 This report is for the 2019/20 financial year. As has been previously reported, there are a number of issues with achieving a high level of delivery which have been identified and are being worked on.
- 3.2 Improvements that have been made to the processes that should ensure better delivery include better staging of the works over multiple years, earlier identification of the scope, earlier agreement with the project providers, and better establishment of the project fundamentals.
- 3.3 Note – all of the values quoted below are directly from the latest financial data. They differ from the attachments, because the attachments have had any 'expensed costs' removed, whereas the financial data has retained it as part of the overall budget costs (i.e. it includes both capital costs and expensed costs).

4. **ROADS AND FOOTPATHS**

- 4.1. Overall budget
 - 4.1.1. Regarding the budgets, of the \$16.82mill budgeted, the final expenditure at year end is approx. \$8.24mill, or 49%.
- 4.2. Carry-overs
 - 4.2.1. Regarding carry-overs, there were originally \$2.90mill planned budget carry-over, and now there is now \$8.79mill budget carry-over, and \$1.04mill expenditure carry-over.
- 4.3. Projects
 - 4.3.1. There are 77 projects in total.

4.3.2. Of these there are 40 completed, 32 delayed, and 5 on track. The delayed projects include LED replacement and Lighting replacement, Culverts, K&C and footpaths at Southbrook and Ivory St, 3 Intersection Improvements, West Rangiora ODP, Southbrook ODP, Silverstream, Townsend, East Woodend, Skewbridge, Woodend Improvements, Kaiapoi to Belfast cycleway, and Cycleway Implementation.

4.4. Details of this information is available in the attachments. The majority of projects that were delayed were due to significant consultation requirements. In order to get an agreed scope for the projects it has been necessary to have iterative engagement with the community and community boards. These are high profile projects and it is important to get the best overall solution. This has come at the cost of programme by extending the project timeframes. In order to achieve the delivery of the roading programme in 20/21 the Senior Engineering Advisor has been allocated as a dedicated programme management resource for the top 10 roading projects. These projects are being fast tracked and closely monitored with interventions to keep them on programme.

5. STORMWATER DRAINAGE

5.1. Overall programme

5.1.1. Regarding the budgets, of the \$7.62mill budgeted, the final expenditure at year end is approx. \$4.19mill, or 55%.

5.2. Carry-overs

5.2.1. Regarding carry-overs, there were originally \$1.86mill planned budget carry-over, and now there is now \$4.19mill actual budget carry-over, and \$1.63mill expenditure carry-over.

5.3. Projects

5.3.1. There are 37 projects in total.

5.3.2. Of these there are 20 are completed, with 15 delayed, and 2 on track. The delayed projects include Rangiora Under channel piping, North Brook enhancement, Pentecost Stormwater and SMA, Lineside Rd, Janelle-White, Wiltshire, Flaxton Rd, Parnhams, McIntosh and Feldwick drains and Mill Rd SMA.

5.4. Details of this information is available in the attachments. This has highlighted the risk of leaving the construction phase to a point where any delay will compromise the ability to deliver within the current financial year. The drainage programme had a number of projects stacked up for construction at the end of the year. These projects were then delayed by the COVID – 19 lockdown to the extent that they were pushed into the following financial year. For the 20/21 financial year a lot of the drainage capital works have been moved out to future years to allow the carried over projects to be completed. This has given a more realistic programme with a higher chance of being successfully delivered.

6. WATER SUPPLY

6.1. Overall programme

6.1.1. Regarding the budgets, of the \$4.17mill budgeted, the final expenditure at year end is approx. \$3.66mill, or 88%.

6.2. Carry-overs

- 6.2.1. Regarding carry-overs, there were originally \$0.88mill planned budget carry-over, and now there is now \$0.55mill actual budget carry-over, and \$0.24mill expenditure carry-over.

6.3. Projects

- 6.3.1. There are 37 projects in total.
- 6.3.2. Of these there are 28 are completed, with 9 delayed. The delayed projects include all of the UV projects, Poyntzs Rd and Rangiora headworks and pipeline replacement.

- 6.4. Details of this information is available in the attachments. On the whole the water supply programme was fully delivered apart from projects where a conscious decision was made to delay until there is more certainty regarding the need for UV and to allow consultation with the Poyntz Road community.

7. **WASTEWATER**

7.1. Overall programme

- 7.1.1. Regarding the budgets, of the \$4.85mill budgeted, the final expenditure at year end is approx. \$2.75mill, or 57%.

7.2. Carry-overs

- 7.2.1. Regarding carry-overs, there were originally \$0.90mill planned budget carry-over, and now there is now \$1.29mill actual budget carry-over, and \$0.44mill expenditure carry-over.

7.3. Projects

- 7.3.1. There are 32 projects in total.
- 7.3.2. Of these there are 25 are completed, with 3 delayed, and 4 on track. The delayed projects include Rangiora Capacity Upgrade Stage 4, Cridland St, and Fernside connection to the EDSS.

- 7.4. Details of this information is available in the attachments. The delay to the completion of the Rangiora Trunk upgrade was directly due to COVID 19. Without this delay the wastewater capital programme would have been largely complete before the end of the financial year.

8. **REFUSE AND RECYCLING**

8.1. Overall programme

- 8.1.1. Regarding the budgets, of the \$0.34mill budgeted, the final expenditure at year end is approx. \$0.14mill, or 42%.

8.2. Carry-overs

- 8.2.1. Regarding carry-overs, there were originally \$0.16mill planned budget carry-over, and now there is now \$0.16mill actual budget carry-over, and \$0.05mill expenditure carry-over.

8.3. Projects

8.3.1. There are 11 projects in total.

8.3.2. Of these there are 10 are completed, with 1 delayed. The delayed project was Southbrook Disposal Pit Upgrade.

8.4. Details of this information is available in the attachments.

9. RECREATION

9.1. Overall programme

9.1.1. Regarding the budgets, of the \$24.95mill budgeted, the final expenditure at year end is approx. \$15.88mill, or 64%.

9.2. Carry-overs

9.2.1. Regarding carry-overs, there were originally \$15.60mill planned budget carry-over, and now there is now \$18.01mill actual budget carry-over, and \$12.09mill expenditure carry-over.

9.3. Projects

9.3.1. There are 82 projects in total.

9.3.2. Of these there are 32 are completed, with 34 delayed, and 16 on track. The delayed projects include several camp improvements, Mandeville Sports, Multi use facility, roads and carparks, play safety equipment, Pearson, Askeaton, Silverstream, Loburn and several landscape developments.

9.3.3. Covid-19 has impacted the delivery of some projects due to construction delays or contractors unable to start onsite as planned at the end of the 2019/20 financial year. The Askeaton Reserve project has also been deferred into a later year following a review of the Recreation budget following Covid-19.

9.3.4. A number of delayed projects are now complete or will be completed in the first quarter of the 2020/21 year; such as the Tiritiri Mona Drive Carpark, Kairaki Beach Carpark, Mandeville Capital Works and other smaller landscaping projects.

9.4. Details of this information is available in the attachments.

10. EARTHQUAKE RECOVERY AND REGENERATION

10.1. Overall programme

10.1.1. Regarding the budgets, of the \$18.17mill budgeted, the final expenditure at year end is approx. \$12.01mill, or 66%.

10.2. Carry-overs

10.2.1. Regarding carry-overs, there were originally \$3.75mill planned budget carry-over, and now there is now \$10.72mill actual budget carry-over, and \$3.46mill expenditure carry-over.

10.3. Projects

10.3.1. There are 46 projects in total across all of the EQ Recovery Activities; which include General/Town-centres, Drainage, Roading, Recreation, and Regeneration.

10.3.2. Of these there are 16 are completed, with 28 delayed, and 2 on track. The delayed projects include Rangiora and Kaiapoi Town Centre projects, Feldwick SMA,

Rangiora Carpark building, several Kaiapoi riverbanks projects (such as Rowing Precinct) and a number of Red-Zone projects.

- 10.3.3. Some of these projects were deliberately deferred to later year(s) following the Covid-19 outbreak (e.g. viewing platform, riverbanks walkway) or due to other projects (e.g. Feldwick drainage, WHoW, NZMCA); while others are running late due to on-site construction delays or design team resourcing delays.
- 10.3.4. A number of delayed key projects are now complete or will be completed in the first half of the 2020/21 year; such as the Norman Kirk Park Changing rooms, softball diamonds, and the Kaiapoi East road upgrades and car-parking.
- 10.3.5. The Town-centre EQ Recovery projects (including the Rangiora car-parking building) are ongoing multi-year programmes of work, some with project budgets greater than \$1M. The delays in these programmes tend to skew the overall year-end financial results as the budgets have previously been carried forward in full from year to year.

10.4. Details of this information is available in the attachments.

11. COMMUNITY VIEWS

11.1. Groups and Organisations

- 11.1.1. Not applicable.

11.2. Wider Community

- 11.2.1. It is recommended that this report is circulated to the Community Boards for their information.
- 11.2.2. The projects within the capital works programme have been consulted through the Long Term Plan and Annual Plan.

12. IMPLICATIONS AND RISKS

12.1. Financial Implications

- 12.1.1. Projects which are not completed will have a short term impact on debt, as the debt will not have to be raised as quickly as expected. However, projects which are not completed will impact on the completion of projects planned for next year as staff will have more work to be completed next year.
- 12.1.2. The effect on rates will be advised separately.

12.2. Community Implications

- 12.2.1. The community implications of not completing projects are variable and different for every project. This is dealt with on a project by project basis in the commentary. However, in general delays are not ideal, and undermine the community's confidence in the Council to deliver.

12.3. Risk Management

- 12.3.1. Risk is associated with the delay of projects with the main consequences being:
- 12.3.2. Necessary work not being completed could result in not achieving levels of service.
- 12.3.3. Price fluctuations due to the current economic environment.

- 12.3.4. Earthquake recovery – availability and amount of government funding and insurance recoveries for some assets.
- 12.3.5. Further costs which may be incurred in future earthquakes e.g. Council self-insures bridges in conjunction with NZTA funding.
- 12.3.6. Risk of delays of work that is intended to mitigate the effects of an event, that the event occurs in the meantime.
- 12.3.7. Risk of delays of work to deal with growth that undue effects are created if the growth still occurs.
- 12.3.8. Risk of a negative effect on reputation and perception.

12.4. Health and Safety

- 12.4.1. Contracts and work undertaken have been subject to the Councils Procurement and Contract Management Policy and contain minimum requirements, expectations and controls to ensure the Health and Safety Act is being met.

13. **CONTEXT**

13.1. **Policy**

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

13.2. **Legislation**

- 13.2.1. This report has been prepared and provided with reference to the financial provisions relating to the Local Government Act 2002 Subpart 3 – Financial Management, and also follows Financial Reporting Standards.

13.3. **Community Outcomes**

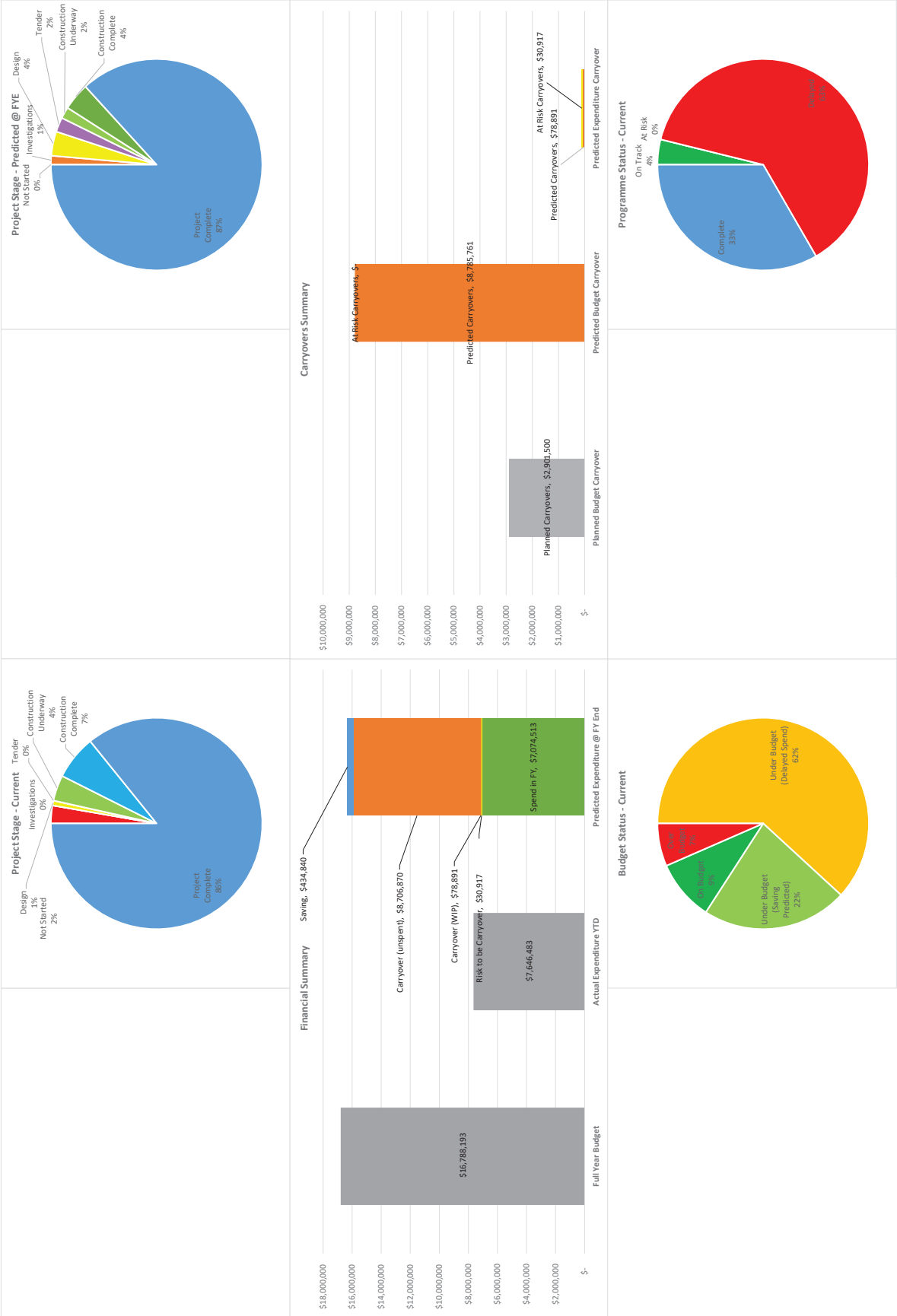
- 13.3.1. The Annual Report contributes to the outcomes:
- 13.3.2. "There are wide ranging opportunities for people to contribute to the decision-making by public organisations that affects our District."
- 13.3.3. Public organisations make information about their plans and activities readily available.
- 13.3.4. Public organisations make every effort to accommodate the views of people who contribute to consultations.

13.4. **Delegations**

- 13.4.1. This report would normally be submitted to the Audit and Risk Committee, which has delegation to consider this matter. However as this opportunity has passed, it is prudent to submit it to the Council.

Roading Capital Works Programme - 2019-2020 Financial Year - June 2020 Quarter

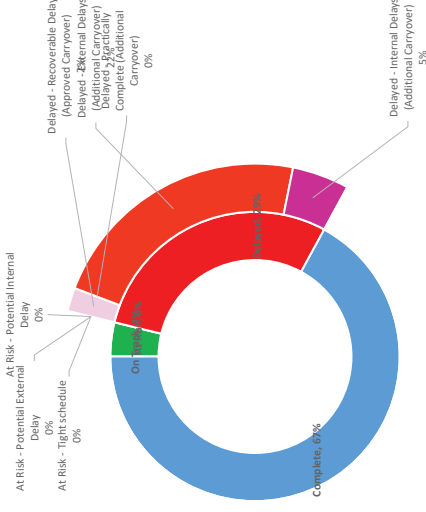
SUMMARY



DEFINITIONS

Full Year Revised Budget	Budget approved in LTP/AP plus any additional budgets approved by Council throughout the FY.
Unspent Budget	Budget that will not be spent this financial year. This can be both a budget saving (e.g. due to projects being delivered for less than budgeted) or delayed budget spend (i.e.: budget that will be spent next financial year).
Programme - On Track	Refers to projects where the project work this FY is expected to be delivered by FYE.
Programme - At Risk	Refers to projects where the project work this FY is currently at risk of not being delivered by FYE. These are the projects that need to be resourced and monitored carefully to ensure they are delivered to programme.
Programme - Delayed	Refers to projects where the project work this FY will not be delivered by FYE. These projects are signalled as predicted carryover (if single or multi-year current), if not already shown as a planned carryover (if multi-year future).
On Budget	Refers to projects where the project work this FY is expected to be delivered within budget.
Over Budget	Refers to projects where the project work this FY will not be delivered on budget.
Under Budget (Delayed Spend)	Refers to projects where it is not expected to spend the budget this FY. These projects are to be signalled as either a planned (if multi-year future) or predicted carryover (if single or multi-year current).
Under Budget (Saving Predicted)	Refers to projects where the project work this FY is expected to be delivered under budget. This includes projects that will be completed this financial year and delivered under budget or (if multi-year future) the unspent budget will not be carried forward to the next FY.
Approved Carryover	Refers to the projects where the Carryovers for multi-year projects that were approved as part of the AP/LTP.
Additional Carryover	Refers to the projects where the carryovers are due to projects being delayed. These carryovers are in addition to those carryovers approved as part of the AP/LTP.
At Risk Carryover	Refers to projects where the programme is at risk, therefore may potentially become a carryover of the risk identified are realised.

Programme Status - Current with Detailed Explanation



Work Category	Account Number	Project Name	Project Stage - Current	Project Stage - Planned at FYE	Project Stage - Predicted at FYE	Predicted Programme Status at FYE - Current	Full Year Revised Budget	CHCEK	FYD Budget	Actual Expenditure FYD Final Forecast	Expenditure at FYE	% Spent (Actual / Full Year if Revised Budget)	Inward Carry-over of Budget to Next FY	Predicted Carry-over of Expenditure (MPP) to Next FY	Predicted Programme Status at FYE - Current	Comments
Carriageway & Lighting	1.00.37	LED replacement	Construction Complete	Construction Complete	Construction Complete	Revised	\$ 193,316	\$ 193,316	\$ 193,316	\$ -	\$ -	0	\$ 0	\$ -	Under Budget (Delayed Spend)	Budget to be carried over to 2020/21. NZTA advised enhanced PAs is still available.
	1.00.38	Lighting replacement	Construction Complete	Construction Complete	Construction Complete	Revised	\$ 354,898	\$ 354,898	\$ 354,338	\$ 82,931	\$ 82,931	23%	\$ 272,007	\$ -	Under Budget (Delayed Spend)	Power lighting have been asked to price concrete pole replacements, and also ground studs in Pegasus. Payment to be made for pole replacement materials only.
Carriageway & Lighting Total							\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ -	Over Budget	Fees associated with Kets & Channel Renewals
Drainage Renewals	1.00.51	Professional fees	Project Complete	Project Complete	Project Complete	Complete	\$ 60,000	\$ 60,000	\$ 60,000	\$ 68,846	\$ 68,846	113%	\$ -	\$ -	Over Budget	Carried over through the Budgeting Maintenance Grant. Work unknown / no quotes yet for Staverton Hill, and S24 for Williams Street.
	1.00.52	Drainage Renewals - Culverts	Construction Underway	Project Complete	Construction Underway	Delayed	\$ 164,416	\$ 164,416	\$ 164,416	\$ 131,177	\$ 131,177	81%	\$ -	\$ 31,239	Under Budget	See not to be completed. Budget to be transferred to parent account.
	1.01.48	K&C Renewal - Staverton Rd (refurbish)	Project Complete	Project Complete	Project Complete	Revised	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	\$ -	0	\$ 0	\$ -	Under Budget (Delayed Spend)	Williams Street.
	1.01.49	K&C Renewal - Oaks St (Broom to No. 84)	Project Complete	Project Complete	Project Complete	Complete	\$ 175,000	\$ 175,000	\$ 175,000	\$ 196,960	\$ 196,960	113%	\$ -	\$ -	Over Budget	Complete
	1.01.49	K&C Renewal - Oaks St (No. 113 to City Rd)	Project Complete	Project Complete	Project Complete	Complete	\$ 50,000	\$ 50,000	\$ 50,000	\$ 45,167	\$ 45,167	90%	\$ -	\$ -	Under Budget	Complete
	1.01.49	K&C Renewal - Oaks St (Broom to No. 84)	Project Complete	Project Complete	Project Complete	Complete	\$ 40,000	\$ 40,000	\$ 40,000	\$ 27,954	\$ 27,954	70%	\$ -	\$ -	Under Budget	Complete
	1.01.49	K&C Renewal - Vokes St (Broom to East Belt)	Project Complete	Project Complete	Project Complete	Complete	\$ 5,000	\$ 5,000	\$ 5,000	\$ 9,100	\$ 9,100	182%	\$ -	\$ -	Over Budget	Complete
	1.01.49	K&C Renewal - Vokes St (Broom to East Belt)	Construction Underway	Project Complete	Construction Underway	Revised	\$ 155,000	\$ 155,000	\$ 155,000	\$ -	\$ -	0	\$ 0	\$ -	Under Budget	Stage 1 awarded to On-Grade, commencing in July
Drainage Renewals Total							\$ -	\$ -	\$ 89,437	\$ 202,312	\$ 202,312	83%	\$ -	\$ -	Under Budget	Programme of works agreed and well underway, and completed programme identified with exception of Banks Peninsula. See not to be completed. Budget to be transferred to parent account.
Footpath Reconstruction	1.01.52	Footpath Reconstruction - Staverton Rd (refurbish to No. 41)	Project Complete	Project Complete	Project Complete	Revised	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	Under Budget	Complete
	1.01.53	Footpath Recon - Oaks St (Broom to No. 84)	Project Complete	Project Complete	Project Complete	Complete	\$ 125,000	\$ 125,000	\$ 125,000	\$ 39,894	\$ 39,894	32%	\$ -	\$ -	Under Budget	Complete
	1.01.51	Footpath Recon - Oaks St (Broom to No. 84)	Project Complete	Project Complete	Project Complete	Complete	\$ 50,000	\$ 50,000	\$ 50,000	\$ 81,785	\$ 81,785	164%	\$ -	\$ -	Over Budget	Complete
	1.01.56	Footpath Recon - Oaks St (No. 113 to City Rd)	Project Complete	Project Complete	Project Complete	Complete	\$ 25,000	\$ 25,000	\$ 25,000	\$ 22,872	\$ 22,872	91%	\$ -	\$ -	Over Budget	Complete
	1.01.54	Footpath Recon - Vokes St (Broom to East Belt)	Construction Complete	Construction Complete	Construction Underway	Delayed	\$ 215,000	\$ 215,000	\$ 215,000	\$ -	\$ -	0	\$ 0	\$ -	Under Budget	Stage 1 awarded to On-Grade, commencing in July
	1.01.52	Footpath Recon - Vokes St (Broom to East Belt)	Project Complete	Project Complete	Project Complete	Complete	\$ 11,730	\$ 11,730	\$ 11,730	\$ -	\$ -	0	\$ -	\$ -	Under Budget	Minor improvements budget allocated to individual projects.
Low Risk, Low Cost	1.00.85	Minor Improvements	Project Complete	Project Complete	Project Complete	Complete	\$ 40,000	\$ 40,000	\$ 40,000	\$ 38,815	\$ 38,815	97%	\$ -	\$ -	Over Budget	Works in East Belt & Vokes Street completed.
	1.00.41	Minor Lighting Upgrades	Project Complete	Project Complete	Project Complete	Complete	\$ -	\$ -	\$ -	\$ 15,482	\$ 15,482	-	\$ -	\$ -	Over Budget	Intersection improvements projects separated out as per below. Budget to be allocated from Minor improvement.
	1.00.43	School Safety Projects	Project Complete	Project Complete	Project Complete	Complete	\$ 50,000	\$ 50,000	\$ 50,000	\$ 42,956	\$ 42,956	120%	\$ -	\$ -	Over Budget	Complete, with line marking at Sweeney Road all that
	1.00.45	School Safety Projects	Construction Complete	Construction Complete	Construction Complete	Revised	\$ 60,000	\$ 60,000	\$ 60,000	\$ -	\$ -	0	\$ 0	\$ -	Under Budget	Further improvements in conjunction with the speed limit review. Drainage scale improvements, and bus pull in area identified currently with score for pricing, construction in 2020/21. Planning, signage, and with Social for pricing.
	1.00.47	Minor Works	Project Complete	Project Complete	Project Complete	Complete	\$ 75,000	\$ 75,000	\$ 75,000	\$ 62,183	\$ 62,183	83%	\$ -	\$ -	Over Budget	Split between projects below
	1.00.40	Walking and Cycling	Project Complete	Project Complete	Project Complete	Complete	\$ 121,000	\$ 121,000	\$ 121,000	\$ 142,139	\$ 142,139	118%	\$ -	\$ -	Over Budget	Partially complete, with splitter stands to follow after Staverton Rd. Stage 4, Splitter stand installation will be in 2020/2021.
	1.00.39	Harbour Road	Project Complete	Project Complete	Project Complete	Complete	\$ 25,000	\$ 25,000	\$ 25,000	\$ 10,705	\$ 10,705	43%	\$ -	\$ 14,295	Under Budget (Delayed Spend)	See not to be completed. Budget to be transferred to parent account.
	1.01.47	Intersection King St / George St	Construction Complete	Construction Complete	Construction Complete	Revised	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ -	0	\$ 0	\$ -	Under Budget (Delayed Spend)	Exact treatments to be finalised, will complete in 2020/2021.
	1.01.48	Intersection King St / Swinburn Rd	Project Complete	Project Complete	Project Complete	Complete	\$ 25,000	\$ 25,000	\$ 25,000	\$ 2,752	\$ 2,752	11%	\$ -	\$ -	Under Budget	Complete
	1.01.49	Intersection Leitham Rd (at Oxford Rd)	Project Complete	Project Complete	Project Complete	Complete	\$ 20,000	\$ 20,000	\$ 20,000	\$ 12,866	\$ 12,866	64%	\$ -	\$ -	Under Budget	Complete
	1.01.501	Improvement Pegasus Main St / Infirmary St	Project Complete	Project Complete	Project Complete	Complete	\$ 30,000	\$ 30,000	\$ 30,000	\$ 52,311	\$ 52,311	193%	\$ -	\$ -	Over Budget	Work underway, scheduled for completion by end of June
	1.01.502	Improvement Oxford Rd / Staverton Hill Rd	Project Complete	Project Complete	Project Complete	Complete	\$ 35,000	\$ 35,000	\$ 35,000	\$ -	\$ -	0	\$ 0	\$ -	Under Budget (Delayed Spend)	Detailed design underway. Works to be included with the covenancy contract. Tender mid year.
	1.01.503	Intersection Main St / Nelson	Project Complete	Project Complete	Project Complete	Complete	\$ 50,000	\$ 50,000	\$ 50,000	\$ 52,125	\$ 52,125	114%	\$ -	\$ -	Over Budget	Complete, final claim pending.
	1.01.504	Improvement King St / Vokes St Intersection	Project Complete	Project Complete	Project Complete	Complete	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ -	Over Budget	Complete, final claim pending.
Low Risk, Low Cost Total							\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ -	Over Budget	Complete, final claim pending.

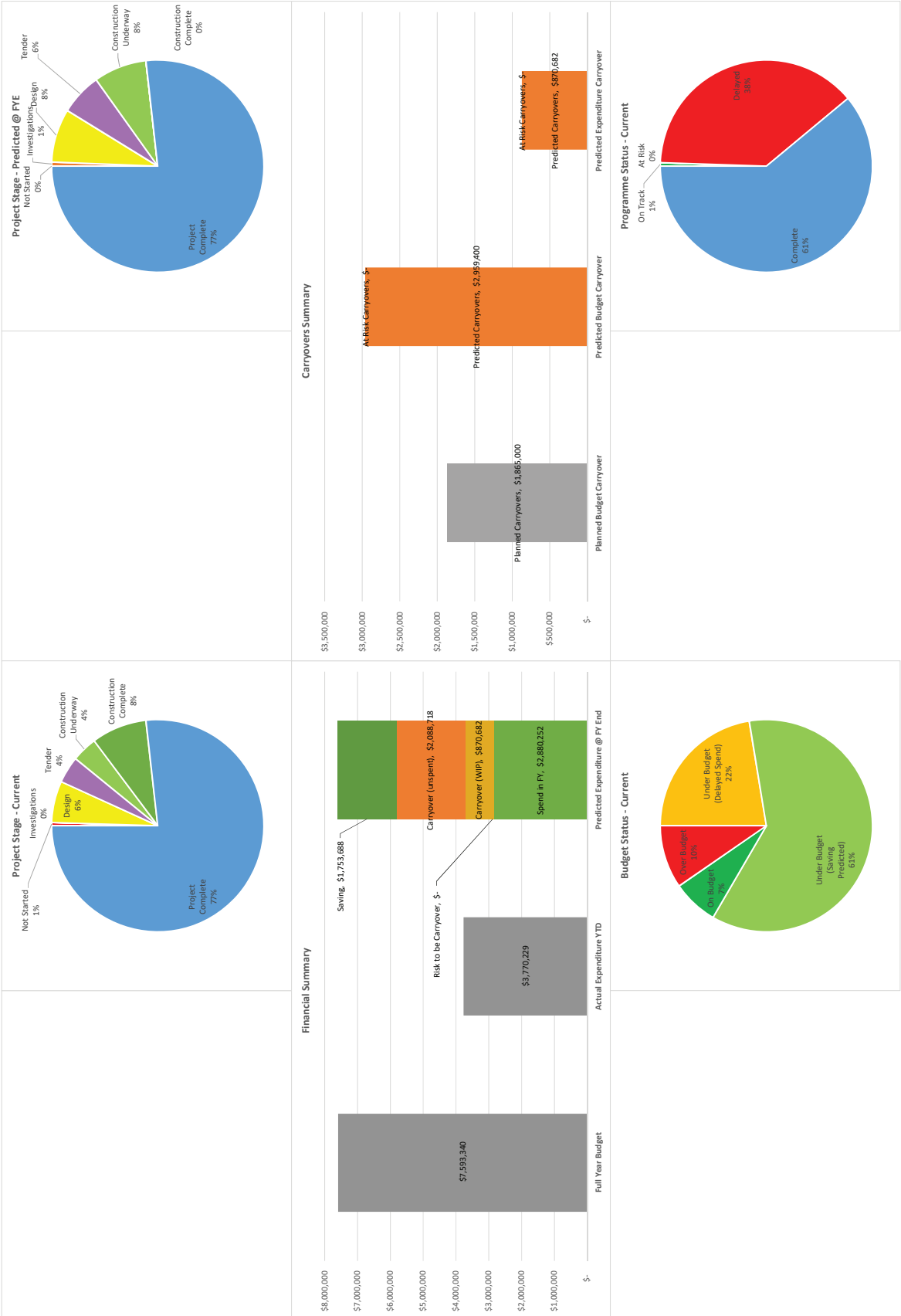
Work Category	Account Number	Project Name	Project Stage - Current	Project Stage - Planned at FYE	Project Status - Predicted at FYE	Full Year Revised Budget	CHECK	FYD Budget	Actual Expenditure YTD	Full Forecast Expenditure at FYE	% Spent (Actual Full Year Revised Budget)	Informed Expenditure Budget to Next FY	Predicted Expenditure of Budget to Next FY	Predicted Budget Status at FYE - Current	Comments	
Carriageway Lighting	100337	LED Replacement	Construction Complete	Construction Complete	Revised	\$ 193,336 \$	\$ 193,336 \$	193,336 \$	- \$	0	0%	- \$	193,336 \$	0	Under Budget (Delayed Spend)	Budget to be carried over to 2020/21. NZTA advised enhanced (RA) is still available.
	100746	New footpaths - major towns	Project Complete	Project Complete	Revised	\$ 100,000 \$	\$ 100,000 \$	100,000 \$	- \$	0	0%	- \$	90,815 \$	(183)	Under Budget (Delayed Spend)	Work to be carried out through the road maintenance contract. Sites include South Bay, Waka Street & Chatterys Road. Work not yet started
New footpaths Total						\$ 736,266 \$	\$ 736,266 \$	736,266 \$	- \$	384,248	43%	- \$	430,054 \$	36,008	Under Budget (Delayed Spend)	On-Grass works now complete, with street lighting install commencing on 20 June. Modification to northern overhead network to follow.
Outline Development Project	100189	West Bangor ODP	Tender	Construction Complete	Revised	\$ 1,231,026 \$	\$ 1,231,026 \$	1,231,026 \$	62,795 \$	62,795	5%	- \$	1,166,469 \$	(1,562)	Under Budget (Delayed Spend)	Report on completion of additional works to be prepared for the ODP. Design being revised for final planning site constraints. Work unlikely this financial year
	100489	Scalbrook ODP	Construction Complete	Construction Complete	Revised	- \$	- \$	- \$	- \$	-	-	- \$	(12,880) \$	-	On Budget	Budget requested in 2020/21. Costs to remain as WP.
Shelter from Wind (Underway)	100191	Shelter from Wind (Underway)	Construction Complete	Construction Complete	Revised	\$ 296,400 \$	\$ 296,400 \$	296,400 \$	2,613 \$	2,613	1%	- \$	254,234 \$	(33,553)	Under Budget (Delayed Spend)	Completion of landscaping and clear out of the ability audit items. Revolving down, installation consent to do, do.
	100190	Aerial Rd ODP Dev	Project Complete	Project Complete	Revised	\$ 171,163 \$	\$ 171,163 \$	171,163 \$	- \$	0	0%	- \$	130,778 \$	(34,383)	Under Budget (Delayed Spend)	Costs associated with final completion of project. Street trees plus paving of roundabouts. Report will be prepared to reduce unused Budget (not to prepare)
Outline Development Project Total						\$ 977,081 \$	\$ 977,081 \$	977,081 \$	62,915 \$	62,915	60%	- \$	304,166 \$	-	Under Budget (Delayed Spend)	Carried out through the Roading Maintenance Contract. Sites identified and design underway. Female Road partially completed prior to lockdown. Site was sealed and made safe. New likely to be undertaken. Carryover remaining Budget.
Payment Rehabilitation		Payment Rehabilitation	Project Complete	Project Complete	Revised	\$ 1,837,949 \$	\$ 1,837,949 \$	1,837,949 \$	1,408,141 \$	1,408,141	77%	- \$	- \$	-	Under Budget (Saving)	Carried out through the Roading Maintenance Contract. Programme completed. Undertaken in Reading & Riddell. ODPs balanced with overruns in this AC.
Resurfacing	100181	Routine Resurfacing and Resurfacing	Project Complete	Project Complete	Revised	\$ 240,027 \$	\$ 240,027 \$	240,027 \$	665,915 \$	665,915	267%	- \$	- \$	-	Over Budget	Carried out through the Roading Maintenance Contract. Programme completed. Undertaken in Reading & Riddell. ODPs balanced with overruns in this AC.
	100182	Resurfacing - Thin Asphaltic	Project Complete	Project Complete	Revised	- \$	- \$	- \$	- \$	-	-	- \$	- \$	-	On Budget	Dependent on development. Budget allocated to specific projects.
Resurfacing Total						\$ 100,000 \$	\$ 100,000 \$	100,000 \$	39,427 \$	39,427	39%	- \$	41,397 \$	(18,173)	Under Budget (Delayed Spend)	Professional fees only
Sub-division Construction		Sub-division Construction	Project Complete	Project Complete	Revised	\$ 41,861 \$	\$ 41,861 \$	41,861 \$	48,521 \$	48,521	116%	- \$	- \$	-	Over Budget	Dependent on development. Budget allocated to specific projects.
Oxford Road	100361	Council Performed Work	Project Complete	Project Complete	Revised	\$ 213,523 \$	\$ 213,523 \$	213,523 \$	- \$	0	0%	- \$	- \$	-	Under Budget (Saving)	Dependent on development. Budget allocated to specific projects.
	100026	Oxford Road	Project Complete	Project Complete	Revised	\$ 100,000 \$	\$ 100,000 \$	100,000 \$	- \$	-	-	- \$	- \$	-	On Budget	Dependent on development. Budget allocated to specific projects.
Direct Payments to Discrepancy	100364	Direct Payments to Discrepancy	Project Complete	Project Complete	Revised	\$ 100,000 \$	\$ 100,000 \$	100,000 \$	- \$	0	0%	- \$	- \$	-	On Budget	Dependent on development. Budget allocated to specific projects.
	100770	Wooden East ODP	Project Complete	Project Complete	Revised	\$ 50,000 \$	\$ 50,000 \$	50,000 \$	64,141 \$	64,141	117%	- \$	- \$	-	Over Budget	Completed
Coastal Upgrade	100099	Coastal Upgrade	Project Complete	Project Complete	Revised	\$ 365,000 \$	\$ 365,000 \$	365,000 \$	373,022 \$	373,022	102%	- \$	- \$	-	On Budget	Costs associated with final completion of project are all to come.
	100468	Urbanisation of Rangiora	Project Complete	Project Complete	Revised	\$ 578,646 \$	\$ 578,646 \$	578,646 \$	705 \$	705	0%	- \$	543,488 \$	(34,423)	Under Budget (Delayed Spend)	Costs associated with final completion of project. Report will be prepared to reallocate unused budget
West End Extension	100748	West End Extension	Project Complete	Project Complete	Revised	- \$	- \$	- \$	- \$	-	-	- \$	- \$	-	On Budget	APPLICABLE TO BE ADOPTED UP
	100028	Urbanisation of Rangiora	Project Complete	Project Complete	Revised	\$ 250,000 \$	\$ 250,000 \$	250,000 \$	250,589 \$	250,589	100%	- \$	- \$	-	On Budget	DOUBLE UP - Remove
Penitence Road Upgrade	100475	Penitence Road Upgrade	Project Complete	Project Complete	Revised	\$ 110,000 \$	\$ 110,000 \$	110,000 \$	220,978 \$	220,978	201%	- \$	- \$	-	Over Budget	Works completed. Some minor remedial work in regards to sump pits to be completed. Awaiting as-built information from Special Project Team
	100477	Penitence Road Upgrade	Project Complete	Project Complete	Revised	\$ 110,000 \$	\$ 110,000 \$	110,000 \$	220,978 \$	220,978	201%	- \$	- \$	-	Over Budget	Works completed. Some minor remedial work in regards to sump pits to be completed. Awaiting as-built information from Special Project Team
North Eyre Rd / Browns Rd 25% Extension		North Eyre Rd / Browns Rd 25% Extension	Project Complete	Project Complete	Revised	- \$	- \$	- \$	- \$	-	-	- \$	- \$	-	Over Budget	North Eyre Road and Browns Road Seal Extension - 50% cost share with residents, full cost shown. Completed, but some remedial works required. Road will meet with resident post lock down to discuss items of concern
Sub-division Construction Project Total						\$ 100,000 \$	\$ 100,000 \$	100,000 \$	39,427 \$	39,427	39%	- \$	41,397 \$	(18,173)	Under Budget (Delayed Spend)	Professional fees only
Town Centres		Town Centres	Project Complete	Project Complete	Revised	\$ 1,837,949 \$	\$ 1,837,949 \$	1,837,949 \$	1,408,141 \$	1,408,141	77%	- \$	- \$	-	Under Budget (Saving)	Carried out through the Roading Maintenance Contract. Programme completed. Undertaken in Reading & Riddell. ODPs balanced with overruns in this AC.
Town Centres Total						\$ 100,000 \$	\$ 100,000 \$	100,000 \$	39,427 \$	39,427	39%	- \$	41,397 \$	(18,173)	Under Budget (Delayed Spend)	Professional fees only
Traffic Services		Traffic Services	Project Complete	Project Complete	Revised	\$ 100,000 \$	\$ 100,000 \$	100,000 \$	39,427 \$	39,427	39%	- \$	41,397 \$	(18,173)	Under Budget (Delayed Spend)	Professional fees only
Traffic Services Total						\$ 100,000 \$	\$ 100,000 \$	100,000 \$	39,427 \$	39,427	39%	- \$	41,397 \$	(18,173)	Under Budget (Delayed Spend)	Professional fees only
TRIP Programme		TRIP Programme	Project Complete	Project Complete	Revised	\$ 1,837,949 \$	\$ 1,837,949 \$	1,837,949 \$	1,408,141 \$	1,408,141	77%	- \$	- \$	-	Under Budget (Saving)	Carried out through the Roading Maintenance Contract. Programme completed. Undertaken in Reading & Riddell. ODPs balanced with overruns in this AC.
TRIP Programme Total						\$ 100,000 \$	\$ 100,000 \$	100,000 \$	39,427 \$	39,427	39%	- \$	41,397 \$	(18,173)	Under Budget (Delayed Spend)	Professional fees only

Roading Capital Works Programme - 2019-2020 Financial Year - June 2020 Quarter

Work Category	Account Number	Project Name	Project Stage - Current	Project Stage - Planned at FYE	Project Stage - Predicted at FYE	Predicted Programme Status at FYE - Current	Full Year Revised Budget	CHECK	YTD Budget	Actual Expenditure YTD	Final Forecast Expenditure at FYE	% Spent (Actual Full Year Revised Budget)	Planned Carryover at Budget to Next FY	Predicted Carryover at Budget to Next FY	Predicted Status at FYE - Current	Comments	
Carriageway Lighting	1003.37	LED replacement	Construction Complete	Construction Complete	Construction Complete	Revised	\$	193,384	\$	193,384	\$	0	\$	-	0	Under Budget (Revised Spend)	Budget to be carried over to 2020/21. NZTA advised enhanced FMR is still available.
	1003.101	West Rangiora Route Improvement	Construction Complete	Investigations Complete	Investigations	Revised	\$	875,000	\$	875,000	\$	101,750	12%	\$	101,750	Under Budget (Revised Spend)	Slow bridge replacement. Single stage business case is proceeding. Budget moved forward as part of annual plan process.
TRIP Programme	1003.101	West Rangiora Route Improvement	Construction Complete	Design	Design	Revised	\$	125,000	\$	125,000	\$	14,684	12%	\$	14,684	Under Budget (Revised Spend)	Consultants engaged to undertake Single Stage Business Case. Investigation on underway and first design. Further concrete testing and predictive modelling required.
	1003.244	Shewell Rd bridge replacement (Design)	Project Complete	Construction Complete	Project Complete	Revised	\$	600,000	\$	600,000	\$	324,261	54%	\$	(265,697)	Under Budget (Revised Spend)	Modifications to overhead lines, plus street lighting is complete. Estimate excludes COVID claims to the value of approx. \$220k currently in dispute. NZTA safety improvements on the state highway including link to the footpath on Woodend Beach Road. Design Only.
1003.34	Wooden Improvements in conjunction with NZTA	Project Complete	Design	Project Complete	Project Complete	Revised	\$	50,000	\$	50,000	\$	4,389	10%	\$	4,389	Under Budget (Revised Spend)	Consultants engaged and route assessment is progressing.
1003.35	Southbrook Rd Improvements	Design	Design	Design	Design	On Track	\$	75,000	\$	75,000	\$	56,831	76%	\$	-	Under Budget (Revised Spend)	Consultants engaged and route assessment is progressing.
1003.38	Kaipara to Bellair Cycleway	Construction Complete	Construction Complete	Construction Complete	Construction Complete	Revised	\$	950,000	\$	950,000	\$	124,217	13%	\$	124,217	Under Budget (Revised Spend)	Council approved design to proceed. Tender date August - September.
1003.100	Walking and Cycling Strategic Implementation	Construction Complete	Construction Complete	Construction Complete	Construction Complete	Revised	\$	870,000	\$	870,000	\$	131,620	15%	\$	131,620	Under Budget (Revised Spend)	Council approved design to proceed. Site meeting to be arranged with KIC prior to issue of individual property owner letters.
1003.229	Walking and Cycling Strategic Implementation	Construction Complete	Construction Complete	Construction Complete	Construction Complete	Complete	\$	105,195	\$	105,195	\$	107,054	102%	\$	-	On Budget	Expenditure all complete, remaining costs associated in another budget.
1003.30	Land Purchase - Improved LUS	Project Complete	Project Complete	Project Complete	Project Complete	Complete	\$	100,000	\$	100,000	\$	-	0%	\$	-	Under Budget (Predicted)	Projects driven by development.
1003.47	Kaipara Park & Ride	Not Started	Construction Complete	Design	Design	On Track	\$	50,000	\$	50,000	\$	123,193	246%	\$	-	Over Budget	Site assessments complete and preliminary design progressing well. Further investigations and design of options currently underway.
1003.40	Rangiora Park & Ride	Construction Underway	Construction Complete	Construction Complete	Construction Complete	On Track	\$	50,000	\$	50,000	\$	83,339	167%	\$	-	Over Budget	Stage 1 awarded to On-Grade, commencing in July.
1003.389	Heavy & Wilding Jet improvements at Sports Hub	Project Complete	Project Complete	Project Complete	Project Complete	On Track	\$	50,000	\$	50,000	\$	22,851	46%	\$	22,851	Under Budget (Revised Spend)	Design only in 2019/20. Detailed design complete, tender due within 4 weeks.
1003.37	West Rangiora Reading Improvements	Project Complete	Design	Project Complete	Project Complete	On Track	\$	420,000	\$	420,000	\$	-	0%	\$	0	Under Budget (Predicted)	Consultants engaged to carry out route assessment which is now complete. Spend on consultants only.
1003.390	Travel Demand MGMT/Modelling	Not Started	Project Complete	Construction Complete	Construction Complete	Revised	\$	591,250	\$	591,250	\$	-	0	\$	(44,537)	Under Budget (Revised Spend)	Work is being undertaken by the Greater Christchurch Phoenix, and out of our control.
1003.389	Gladstone Rd - Walking and Cycling Connection	Project Complete	Project Complete	Project Complete	Project Complete	Complete	\$	11,114	\$	11,114	\$	8,773	79%	\$	-	Under Budget (Revised Spend)	Landscape at No. 129 & 145 Gladstone Road, plus minor minor costs from contract, works. Completed.
1003.69	Dorchester Developments Land Purchase	Project Complete	Project Complete	Project Complete	Project Complete	Complete	\$	-	\$	-	\$	0	-	\$	-	On Budget	Legal costs associated with land purchase only.
1003.96	Canterbury Jockey Club Land Purchase	Project Complete	Project Complete	Project Complete	Project Complete	Revised	\$	107,500	\$	107,500	\$	-	0%	\$	0	Under Budget (Revised Spend)	Land purchase only, in conjunction with Drainage No. 151 & 157 Copes Road. Sale & Purchase Agreement has been drafted.
1003.506	Canterbury Jockey Club Land Purchase	Project Complete	Project Complete	Project Complete	Project Complete	Complete	\$	-	\$	-	\$	5,592	-	\$	-	Over Budget	Survey arranged. Costs associated with final completion of project.
1003.042	Gravel Pit Development	Project Complete	Project Complete	Project Complete	Project Complete	Complete	\$	35,202	\$	35,202	\$	-	-	\$	-	Under Budget (Revised Spend)	Activities associated with the operations of the Gravel Pits. New monitoring wells currently being installed.
1003.47	Gravel Pit Development	Project Complete	Project Complete	Project Complete	Project Complete	Complete	\$	481,120	\$	481,120	\$	441,600	91%	\$	-	On Budget	Carried out through the Roading Maintenance Contract. Will be fully spent by year end, with potential to carry out more expenditure within winter if required.
1003.78	Normal falling	Total					\$	10,721,625	\$	10,746,625	\$	7,557,620		\$	2,901,500	\$	8,765,741
1003.509	Charles St L&C at Railway Road	Review Development															
1003.513	Improvements in conjunction with WPD Roundabout																
1003.607																	
TRIP Programme Total							\$	10,721,625	\$	10,746,625	\$	7,557,620		\$	2,901,500	\$	8,765,741
Unsubsidised Roading Total																	
Revised falling																	
Revised rising Total																	
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Total																	

Drainage Capital Works Programme - 2019-2020 Financial Year - June 2020 Quarter

SUMMARY

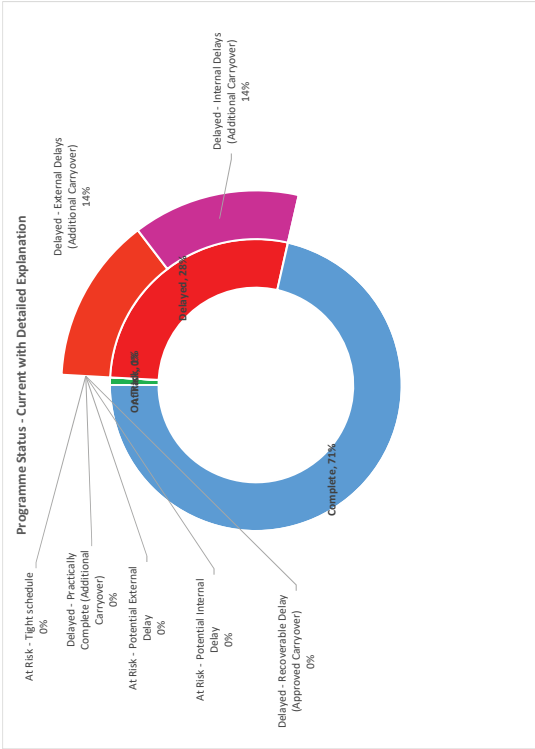


Drainage Capital Works Programme - 2019-2020 Financial Year - June 2020 Quarter

SUMMARY

DEFINITIONS

Full Year Revised Budget	Budget approved in LTP/AP plus any additional budgets approved by Council throughout the FY.
Unspent Budget	Budget that will not be spent this financial year. This can be both a budget saving (e.g: due to projects being delivered for less than budgeted) or delayed budget spend (i.e.: budget that will be spent next financial year).
Programme - On Track	Refers to projects where the project work this FY is expected to be delivered by FYE.
Programme - At Risk	Refers to projects where the project work this FY is currently at risk of not being delivered by FYE. These are the projects that need to be resourced and monitored carefully to ensure they are delivered to programme.
Programme - Delayed	Refers to projects where the project work this FY will not be delivered by FYE. These projects are signalled as predicted carryover (if single or multi-year current), if not already shown as a planned carryover (if multi-year future).
On Budget	Refers to projects where the project work this FY is expected to be delivered within budget.
Over Budget	Refers to projects where the project work this FY will not be delivered on budget.
Under Budget (Delayed Spend)	Refers to projects where it is not expected to spend the budget this FY. These projects are to be signalled as either a planned (if multi-year future) or predicted carryover (if single or multi-year current).
Under Budget (Saving Predicted)	Refers to projects where the project work this FY is expected to be delivered under budget. This includes projects that will be completed this financial year and delivered under budget or (if multi-year future) the unspent budget will not be carried forward to the next FY.
Approved Carryover	Refers to the projects where the carryovers for multi-year projects that were approved as part of the AP/LTP.
Additional Carryover	Refers to the projects where the carryovers are due to projects being delayed. These carryovers are in addition to those carryovers approved as part of the AP/LTP.
At Risk Carryover	Refers to projects where the programme is at risk, therefore may potentially become a carryover of the risk identified are realised.



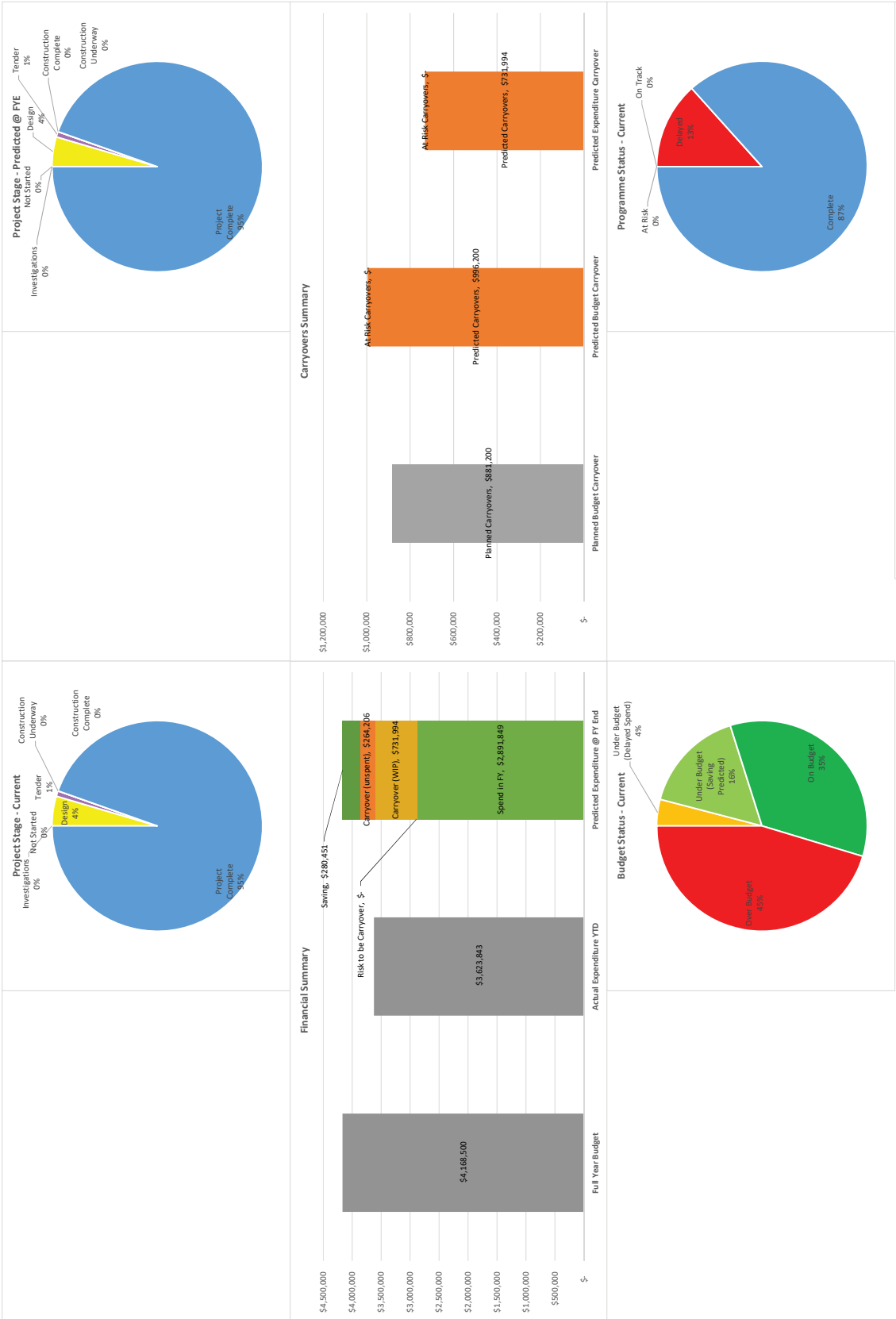
Account Number	Project Name	Who Controls the Timing	Project Stage Current	Project Stage Planned at FYE	Project Stage Predicted at FYE	Programme Completion at FYE - Current	Full Year Revised Budget	FY23 Budget	Actual Expenditure YTD	Final Forecast Expenditure at FYE	In-Spend Balance / Over or Under Budget	Revised Estimate of FY23 Budget to Meet FY	Planned Expenditure of Revised Estimate of Expenditure (MPP) to Meet FY	Programme Status	Comments
100128	Uxale Channel Roving	Council	Construction Complete	Project Complete	Tender	Revised	\$	60,000 \$	59,964 \$	59,964 \$	17% \$	\$	60,000 \$	Under Budget (Spend)	Work Street 16C, various sections containing the channel pipe will not be replaced this year. Budget to be used for 60 River Road stormwater connection to the Chesford Place SMA. Agreement with landowner for this to be a soak pit. Currently being designed. Project is delayed due to COVID-19.
100067	Minor improvements	Council	Construction Complete	Project Complete	Tender	Revised	\$	30,000 \$	3,700 \$	3,700 \$	12% \$	\$	30,000 \$	Under Budget (Spend)	Work Street 16C, various sections containing the channel pipe will not be replaced this year. Budget to be used for 60 River Road stormwater connection to the Chesford Place SMA. Agreement with landowner for this to be a soak pit. Currently being designed. Project is delayed due to COVID-19.
100051	North Bank Enhancement Work	Council	Construction Complete	Project Complete	Tender	Revised	\$	234,400 \$	60,000 \$	60,000 \$	34% \$	\$	234,400 \$	Under Budget (Spend)	Work Street 16C, various sections containing the channel pipe will not be replaced this year. Budget to be used for 60 River Road stormwater connection to the Chesford Place SMA. Agreement with landowner for this to be a soak pit. Currently being designed. Project is delayed due to COVID-19.
101039	Pentecost Rd Stormwater Main	Others	Tender	Construction Underway	Tender	Revised	\$	420,000 \$	116,654 \$	116,654 \$	28% \$	\$	420,000 \$	Under Budget (Spend)	Work Street 16C, various sections containing the channel pipe will not be replaced this year. Budget to be used for 60 River Road stormwater connection to the Chesford Place SMA. Agreement with landowner for this to be a soak pit. Currently being designed. Project is delayed due to COVID-19.
101068	Pentecost Rd SMA	Council	Tender	Construction Underway	Tender	Revised	\$	25,000 \$	10,946 \$	10,946 \$	44% \$	\$	25,000 \$	Under Budget (Spend)	Work Street 16C, various sections containing the channel pipe will not be replaced this year. Budget to be used for 60 River Road stormwater connection to the Chesford Place SMA. Agreement with landowner for this to be a soak pit. Currently being designed. Project is delayed due to COVID-19.
101048	Adley S1P+ Upgrades	Council	Not Started	Design	Design	On Hold	\$	20,000 \$	17,950 \$	17,950 \$	90% \$	\$	20,000 \$	On Hold	Work Street 16C, various sections containing the channel pipe will not be replaced this year. Budget to be used for 60 River Road stormwater connection to the Chesford Place SMA. Agreement with landowner for this to be a soak pit. Currently being designed. Project is delayed due to COVID-19.
101049	Eastcott Lane Gardens & Soutgates	Council	Project Complete	Project Complete	Project Complete	Complete	\$	300,000 \$	132,700 \$	132,700 \$	15% \$	\$	300,000 \$	Under Budget (Spend)	Work Street 16C, various sections containing the channel pipe will not be replaced this year. Budget to be used for 60 River Road stormwater connection to the Chesford Place SMA. Agreement with landowner for this to be a soak pit. Currently being designed. Project is delayed due to COVID-19.
101051	Uxale Rd Drainage Upgrades	Council	Construction Complete	Project Complete	Construction Underway	Revised	\$	645,000 \$	301,023 \$	301,023 \$	47% \$	\$	645,000 \$	Under Budget (Spend)	Work Street 16C, various sections containing the channel pipe will not be replaced this year. Budget to be used for 60 River Road stormwater connection to the Chesford Place SMA. Agreement with landowner for this to be a soak pit. Currently being designed. Project is delayed due to COVID-19.
100045	Land Purchase Prods, Culverts, Leaks	Council	Project Complete	Project Complete	Project Complete	Complete	\$	1,752,000 \$	1,323,807 \$	1,323,807 \$	77% \$	\$	1,752,000 \$	On Hold	Work Street 16C, various sections containing the channel pipe will not be replaced this year. Budget to be used for 60 River Road stormwater connection to the Chesford Place SMA. Agreement with landowner for this to be a soak pit. Currently being designed. Project is delayed due to COVID-19.
100048	North Bank - Junction to White	Council	Construction Underway	Tender	Design	Revised	\$	150,000 \$	65,815 \$	65,815 \$	44% \$	\$	150,000 \$	Under Budget (Spend)	Work Street 16C, various sections containing the channel pipe will not be replaced this year. Budget to be used for 60 River Road stormwater connection to the Chesford Place SMA. Agreement with landowner for this to be a soak pit. Currently being designed. Project is delayed due to COVID-19.
100049	White River Green Species Upgrade	Council	Design	Design	Design	Revised	\$	130,000 \$	54,325 \$	54,325 \$	42% \$	\$	130,000 \$	Under Budget (Spend)	Work Street 16C, various sections containing the channel pipe will not be replaced this year. Budget to be used for 60 River Road stormwater connection to the Chesford Place SMA. Agreement with landowner for this to be a soak pit. Currently being designed. Project is delayed due to COVID-19.
101062	Hexon Road Drainage	Council	Tender	Project Complete	Design	Revised	\$	100,000 \$	0 \$	0 \$	0% \$	\$	100,000 \$	Under Budget (Spend)	Work Street 16C, various sections containing the channel pipe will not be replaced this year. Budget to be used for 60 River Road stormwater connection to the Chesford Place SMA. Agreement with landowner for this to be a soak pit. Currently being designed. Project is delayed due to COVID-19.
101073	Johns to Fraser Stormwater Pipeline	Council	Project Complete	Project Complete	Project Complete	Complete	\$	630,000 \$	332,146 \$	332,146 \$	53% \$	\$	630,000 \$	Under Budget (Spend)	Work Street 16C, various sections containing the channel pipe will not be replaced this year. Budget to be used for 60 River Road stormwater connection to the Chesford Place SMA. Agreement with landowner for this to be a soak pit. Currently being designed. Project is delayed due to COVID-19.
100099	Stormwater Minor Improvements	Council	Project Complete	Project Complete	Project Complete	Complete	\$	4,262,260 \$	2,337,605 \$	2,337,605 \$	55% \$	\$	4,262,260 \$	Under Budget (Spend)	Work Street 16C, various sections containing the channel pipe will not be replaced this year. Budget to be used for 60 River Road stormwater connection to the Chesford Place SMA. Agreement with landowner for this to be a soak pit. Currently being designed. Project is delayed due to COVID-19.
101055	Pentecost Drainage Upgrade	Council	Project Complete	Project Complete	Project Complete	Complete	\$	160,260 \$	102,591 \$	102,591 \$	64% \$	\$	160,260 \$	Under Budget (Spend)	Work Street 16C, various sections containing the channel pipe will not be replaced this year. Budget to be used for 60 River Road stormwater connection to the Chesford Place SMA. Agreement with landowner for this to be a soak pit. Currently being designed. Project is delayed due to COVID-19.
100130	Pump Station Renewals	Council	Project Complete	Project Complete	Project Complete	Complete	\$	200,000 \$	101,848 \$	101,848 \$	51% \$	\$	200,000 \$	Under Budget (Spend)	Work Street 16C, various sections containing the channel pipe will not be replaced this year. Budget to be used for 60 River Road stormwater connection to the Chesford Place SMA. Agreement with landowner for this to be a soak pit. Currently being designed. Project is delayed due to COVID-19.
100131	Underdrains Paving	Council	Project Complete	Project Complete	Project Complete	Complete	\$	20,000 \$	20,000 \$	20,000 \$	100% \$	\$	20,000 \$	Under Budget (Spend)	Work Street 16C, various sections containing the channel pipe will not be replaced this year. Budget to be used for 60 River Road stormwater connection to the Chesford Place SMA. Agreement with landowner for this to be a soak pit. Currently being designed. Project is delayed due to COVID-19.
101005	Stormwater Minor Improvements	Council	Project Complete	Project Complete	Project Complete	Complete	\$	30,000 \$	10,000 \$	10,000 \$	33% \$	\$	30,000 \$	Under Budget (Spend)	Work Street 16C, various sections containing the channel pipe will not be replaced this year. Budget to be used for 60 River Road stormwater connection to the Chesford Place SMA. Agreement with landowner for this to be a soak pit. Currently being designed. Project is delayed due to COVID-19.
100031	Burkham Drain PS Upgrade & Revers	Council	Project Complete	Project Complete	Project Complete	Complete	\$	600,000 \$	285,849 \$	285,849 \$	48% \$	\$	600,000 \$	Under Budget (Spend)	Work Street 16C, various sections containing the channel pipe will not be replaced this year. Budget to be used

Drainage Capital Works Programme - 2019-2020 Financial Year - June 2020 Quarter

Scheme	Account Number	Project Name	When Complete the timing	Project Stage - Current	Project Stage - Planned at FYE	Project Stage - Predicted at FYE	Realised Programme Status at FYE - Current	Full Year Revised Budget	FY20 Budget	Actual Expenditure YTD	Total Forecast Expenditure at FYE	% Spent (Actual Expenditure / Full Year Budget)	Planned Carryover of Budget to Next FY	Planned Carryover of Expenditure (WIP) to Next FY	Programme Status	Comments		
Rangiora	100118	Under Chamber Paving	Council	Construction Complete	Project Complete	Tender	Revised	\$	60,000	\$	9,964	16.6%	\$	60,000	-	9,964	Under Budget (Unchanged Spend)	Very Street 4 & 6C, northern section containing the 1/2 channel (pave) will not go ahead this year. Budget to be used for 6/9 New Road drainage on section to the Cheviot Road side. As per COVID-19, the project has been delayed and is now expected to be completed by the end of the financial year.
								\$	60,000	\$	9,964	16.6%	\$	60,000	-	9,964	Under Budget (Unchanged Spend)	Very Street 4 & 6C, northern section containing the 1/2 channel (pave) will not go ahead this year. Budget to be used for 6/9 New Road drainage on section to the Cheviot Road side. As per COVID-19, the project has been delayed and is now expected to be completed by the end of the financial year.
Stonewater Race	100043	Culvert Replacement	Council	Construction Complete	Project Complete	Tender	Revised	\$	550,000	\$	305,970	55.6%	\$	400,000	-	305,970	Under Budget (Unchanged Spend)	From Road culvert required under main bridge budget. Culvert chamber replacement to be agreed with landowner. New chamber on Hectors Road (lake culvert) to be agreed with landowner. Delayed due to COVID-19. This will now be a late carryover.
								\$	550,000	\$	305,970	55.6%	\$	400,000	-	305,970	Under Budget (Unchanged Spend)	From Road culvert required under main bridge budget. Culvert chamber replacement to be agreed with landowner. New chamber on Hectors Road (lake culvert) to be agreed with landowner. Delayed due to COVID-19. This will now be a late carryover.
Stonewater Synchons	101296	Stonewater Synchons	Council	Project Complete	Project Complete	Project Complete	Complete	\$	48,500	\$	34,114	70.3%	\$	-	-	Under Budget (Unchanged Not Spent)	Synchons complete and installed. Bridge guardrail replacements awarded to Scone to be completed by June 2020.	
								\$	48,500	\$	34,114	70.3%	\$	-	-	Under Budget (Unchanged Not Spent)	Synchons complete and installed. Bridge guardrail replacements awarded to Scone to be completed by June 2020.	
Stonewater Race Total								\$	73,500	\$	34,114	46.3%	\$	25,000	-	0		
Grand Total								\$	7,919,340	\$	3,770,220	47.6%	\$	2,899,000	-	870,682		

Water Capital Works Programme - 2019-2020 Financial Year - June 2020 Quarter

SUMMARY

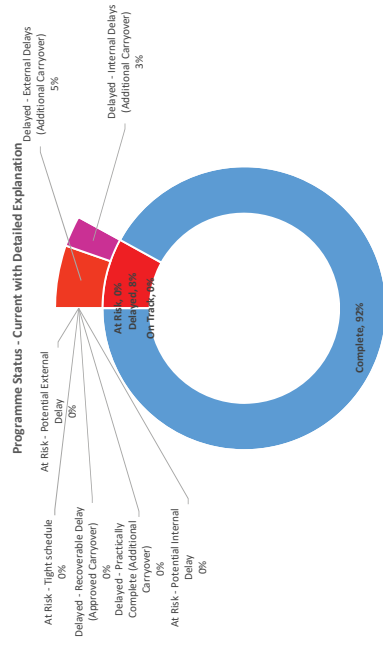


Water Capital Works Programme - 2019-2020 Financial Year - June 2020 Quarter

SUMMARY

DEFINITIONS

Full Year Revised Budget	Budget approved in LTP/AP plus any additional budgets approved by Council throughout the FY.
Unspent Budget	Budget that will not be spent this financial year. This can be both a budget saving (e.g. due to projects being delivered for less than budgeted) or delayed budget spend (i.e. budget that will be spent next financial year).
Programme - On Track	Refers to projects where the project work this FY is expected to be delivered by FYE.
Programme - At Risk	Refers to projects where the project work this FY is currently at risk of not being delivered by FYE. These are the projects that need to be resourced and monitored carefully to ensure they are delivered to programme.
Programme - Delayed	Refers to projects where the project work this FY will not be delivered by FYE. These projects are signalled as predicted carryover (if single or multi-year current), if not already shown as a planned carryover (if multi-year future).
On Budget	Refers to projects where the project work this FY is expected to be delivered within budget.
Over Budget	Refers to projects where the project work this FY will not be delivered on budget.
Under Budget (Delayed Spend)	Refers to projects where it is not expected to spend the budget this FY. These projects are to be signalled as either a planned (if multi-year future) or predicted carryover (if single or multi-year current).
Under Budget (Saving Predicted)	Refers to projects where the project work this FY is expected to be delivered under budget. This includes projects that will be completed this financial year and delivered under budget or (if multi-year future) the unspent budget will not be carried forward to the next FY.
Approved Carryover	Refers to the projects where the Carryovers for multi-year projects that were approved as part of the AP/LTP.
Additional Carryover	Refers to the projects where the carryovers are due to projects being delayed. These carryovers are in addition to those carryovers approved as part of the AP/LTP.
At Risk Carryover	Refers to projects where the programme is at risk, therefore may potentially become a carryover of the risk identified are realised.



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Water Capital Works Programme - 2019-2020 Financial Year - March 2020 Quarter

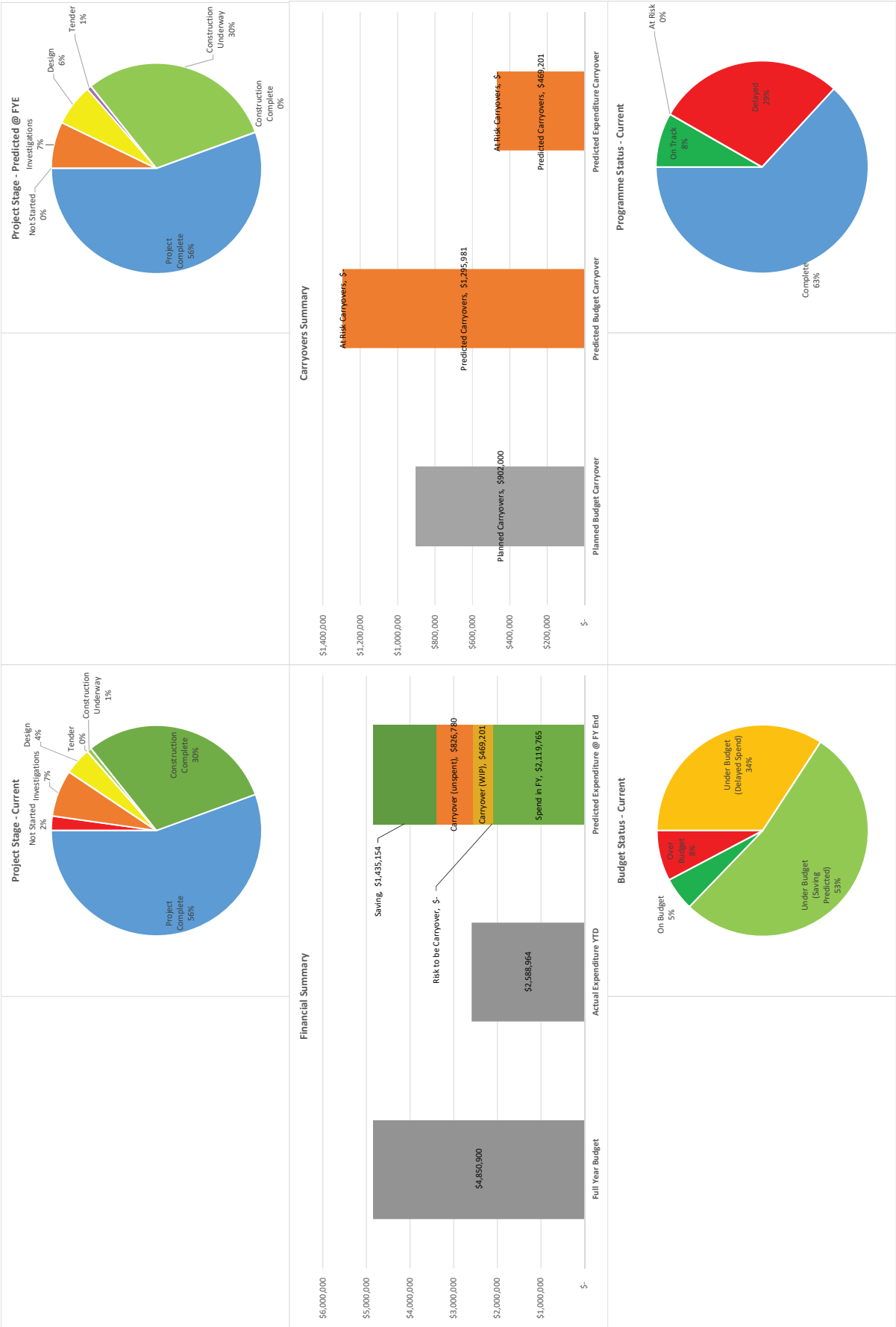
Scheme	Account Number	Project Name	Work Category	Project Stage - Current	Project Stage - Planned at FYE	Project Stage - Predicted at FYE	Project Stage - Programme Current	Full Year Revised Budget	FY20 Budget	Actual Expenditure FY20	Total Forecast Expenditure FY20	% Spent (Based on Forecasted Full Year Revised Budget)	Forecast Expenditure to Next FY	Forecast Expenditure to Next FY	Forecast Expenditure to Next FY	Forecast Expenditure to Next FY	Programme Status	Comments
(Name)	100911	E/O Southbrook Ring Main - Stage 1	Others	Project Complete	Project Complete	Project Complete	Complete	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	34%	\$ -	\$ -	\$ -	\$ -	Under Budget (Savings Projected)	Developer led project to install 200mm pipe to connect in to Tadder Road. Developer has completed first stage of work, with small amount of extra work to be completed in March 2020. The invoice has been submitted for payment in March 2020.
	100911	E/O Southbrook Ring Main - Stage 1	Others	Project Complete	Project Complete	Project Complete	Complete	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	34%	\$ -	\$ -	\$ -	\$ -	Under Budget (Delayed Spend)	The project was for the removal of a section of pipe beneath over on Bush Road that was shown to be in private property and at risk from damage. When the Water Unit started construction it was identified that the pipe was actually in the public highway and the project was abandoned. The need to renew the pipe was no longer relevant, and the renewal was abandoned. The budget was carried over, and a new project is being scoped.
Oxford Road No.2	100932	Pipeline Replacements	Council	Tender	Project Complete	Tender	Delayed	\$ 75,000	\$ 75,000	\$ 30,729	\$ 30,729	41%	\$ 75,000	\$ -	\$ -	\$ -	Over Budget	Upgrade of water mains on Main North Road (Wooded Road to Woodfield place). Main contract was completed in Nov 2019, with some additional works remaining and valves completed in March 2020.
	101129	Oxford Road No.2 Restrictor Upgrades	Council	Project Complete	Project Complete	Project Complete	Complete	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	100%	\$ -	\$ -	\$ -	\$ -	Over Budget	Replacement of motor of G22 well pump which failed. Has been completed by Waterforce.
Wooded	100911	Pipeline Renewals	Council	Project Complete	Project Complete	Project Complete	Complete	\$ 120,000	\$ 120,000	\$ 107,475	\$ 107,475	90%	\$ -	\$ -	\$ -	\$ -	Over Budget	Replacement of motor of G22 well pump which failed. Has been completed by Waterforce.
	101105	Wooded Headworks Renewals	Council	Project Complete	Project Complete	Project Complete	Complete	\$ 15,000	\$ 15,000	\$ 24,513	\$ 24,513	163%	\$ -	\$ -	\$ -	\$ -	Over Budget	Replacement of motor of G22 well pump which failed. Has been completed by Waterforce.
Wooded Total	101374	Wooded Backflow Preventer Installation	Council	Project Complete	Project Complete	Project Complete	Complete	\$ 15,000	\$ 15,000	\$ 14,178	\$ 14,178	95%	\$ -	\$ -	\$ -	\$ -	Over Budget	Replacement of motor of G22 well pump which failed. Has been completed by Waterforce.
	101143	Garrymore Restrictor Upgrades	Council	Project Complete	Project Complete	Project Complete	Complete	\$ 4,000	\$ 4,000	\$ 3,855	\$ 3,855	96%	\$ -	\$ -	\$ -	\$ -	Over Budget	Replacement of motor of G22 well pump which failed. Has been completed by Waterforce.
Payette Road	101380	Payette Rd Restrictor Upgrades	Council	Project Complete	Project Complete	Project Complete	Complete	\$ 30,000	\$ 30,000	\$ 3,855	\$ 3,855	13%	\$ -	\$ -	\$ -	\$ -	Over Budget	Replacement of motor of G22 well pump which failed. Has been completed by Waterforce.
	100951	Source Upgrade	Council	Design	Design	Design	Delayed	\$ 75,000	\$ 75,000	\$ 54,758	\$ 54,758	73%	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	Under Budget (Delayed Spend)	Design and construction of UV treatment to provide treatment of currently untreated drinking water for potability and bacteria. Design is currently complete, but some work to confirm aesthetics and report to community board. Overall project still subject to confirmation by Council, following expected changes to regulations. Proposed to be pulled out to 2021/22 as part of 2020/21 Draft Annual Plan.
District Water	101381	Rearglen UV Treatment Installation	Council	Design	Design	Design	Delayed	\$ 85,900	\$ 85,900	\$ 21,075	\$ 21,075	25%	\$ 85,900	\$ 85,900	\$ 85,900	\$ 85,900	Under Budget (Delayed Spend)	Design and construction of UV treatment to provide treatment of currently untreated drinking water for potability and bacteria. Design is currently complete, but some work to confirm aesthetics and report to community board. Overall project still subject to confirmation by Council, following expected changes to regulations. Proposed to be pulled out to 2021/22 as part of 2020/21 Draft Annual Plan.
	101382	Kelapah UV Treatment Implementation	Council	Design	Design	Design	Delayed	\$ 77,200	\$ 77,200	\$ 27,791	\$ 27,791	36%	\$ 77,200	\$ 77,200	\$ 77,200	\$ 77,200	Under Budget (Delayed Spend)	Design and construction of UV treatment to provide treatment of currently untreated drinking water for potability and bacteria. Design is currently complete, but some work to confirm aesthetics and report to community board. Overall project still subject to confirmation by Council, following expected changes to regulations. Proposed to be pulled out to 2021/22 as part of 2020/21 Draft Annual Plan.
District Water	101383	Downon Rd UV Treatment Implementation - Oxford Urban	Council	Design	Design	Design	Delayed	\$ 100,000	\$ 100,000	\$ 12,972	\$ 12,972	13%	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	Under Budget	Design and construction of UV treatment to provide treatment of currently untreated drinking water for potability and bacteria. Design is currently complete, but some work to confirm aesthetics and report to community board. Overall project still subject to confirmation by Council, following expected changes to regulations. Headworks renewal component is expected to be completed in March 2020, then the plan is to report back to Council for a decision as part of current annual plan.
	101384	Cost UV Treatment Implementation	Council	Design	Design	Design	Delayed	\$ 15,200	\$ 15,200	\$ 21,895	\$ 21,895	144%	\$ 15,200	\$ 15,200	\$ 15,200	\$ 15,200	Over Budget	Design and construction of UV treatment to provide treatment of currently untreated drinking water for potability and bacteria. Design is currently complete, but some work to confirm aesthetics and report to community board. Overall project still subject to confirmation by Council, following expected changes to regulations. Headworks renewal component is expected to be completed in March 2020, then the plan is to report back to Council for a decision as part of current annual plan.
District Water	101387	Peggsan WTP Upgrades	Council	Design	Design	Design	Delayed	\$ 17,400	\$ 17,400	\$ 26,665	\$ 26,665	153%	\$ 17,400	\$ 17,400	\$ 17,400	\$ 17,400	Over Budget	Design and construction of UV treatment to provide treatment of currently untreated drinking water for potability and bacteria. Design is currently complete, but some work to confirm aesthetics and report to community board. Overall project still subject to confirmation by Council, following expected changes to regulations. Headworks renewal component is expected to be completed in March 2020, then the plan is to report back to Council for a decision as part of current annual plan.
	101386	Garrymore New Source	Council	Project Complete	Project Complete	Project Complete	Complete	\$ 440,000	\$ 440,000	\$ 484,597	\$ 484,597	110%	\$ 440,000	\$ 440,000	\$ 440,000	\$ 440,000	Over Budget	Design and construction of UV treatment to provide treatment of currently untreated drinking water for potability and bacteria. Design is currently complete, but some work to confirm aesthetics and report to community board. Overall project still subject to confirmation by Council, following expected changes to regulations. Headworks renewal component is expected to be completed in March 2020, then the plan is to report back to Council for a decision as part of current annual plan.

Water Capital Works Programme - 2019-2020 Financial Year - March 2020 Quarter

Scheme	Account Number	Project Name	Value Contained this timing	Project Stage - Current	Project Stage - Planned at FYE	Predicted Programme Status at FYE - Current	Full Year Revised Budget	FYB Budget	Actual Expenditure FYD	Total Forecast Expenditure at FYE	% Spent (Actual Expenditure / Full Year Revised Budget)	Forecast Expenditure to Next FY	Forecast Expenditure (W9 to Next FY	Forecast Expenditure (W9 to Next FY	Programme Status	Comments	
(blank)	100811	E/D - Southbrook Ring Main - Stage 1 - Others		Project Complete	Project Complete	Complete	\$	89,000	\$	29,322	34%	\$	-	-	Lower Budget (Saving Projected)	Developer led project to install 200mm pipe to connect in to Todd Road. Developer has completed first stage of work, with small amount of extra work to be completed in March 2020. The project has been submitted for payment in March 2020.	
				Project Complete	Project Complete	Complete	\$	89,000	\$	29,322	34%	\$	-	-	Lower Budget (Savings Spending)	Consultation, detailed design and construction of pipe and booster pump undertaken in March 2020, although this was disrupted by the Covid-19 pandemic. The project has been submitted for payment in March 2020. The project has been submitted for payment in March 2020.	
Oxford Water District Water Fund	101185	Point 12 Rd Source Upgrade	Ground	Design	Construction Underway	Design	\$	25,000	\$	504,986	20%	\$	-	-	Lower Budget (Savings Spending)	Consultation on local design and construction of pipe and booster pump undertaken in March 2020, although this was disrupted by the Covid-19 pandemic. The project has been submitted for payment in March 2020. The project has been submitted for payment in March 2020.	
				Design	Construction Underway	Design	\$	25,000	\$	504,986	20%	\$	-	-	Lower Budget (Savings Spending)	Consultation on local design and construction of pipe and booster pump undertaken in March 2020, although this was disrupted by the Covid-19 pandemic. The project has been submitted for payment in March 2020. The project has been submitted for payment in March 2020.	
Grand Total						Design	\$	41,04,500	\$	3,62,344	87%	\$	881,200	\$	944,986		

Wastewater Capital Works Programme - 2019-2020 Financial Year - June 2020 Quarter

SUMMARY

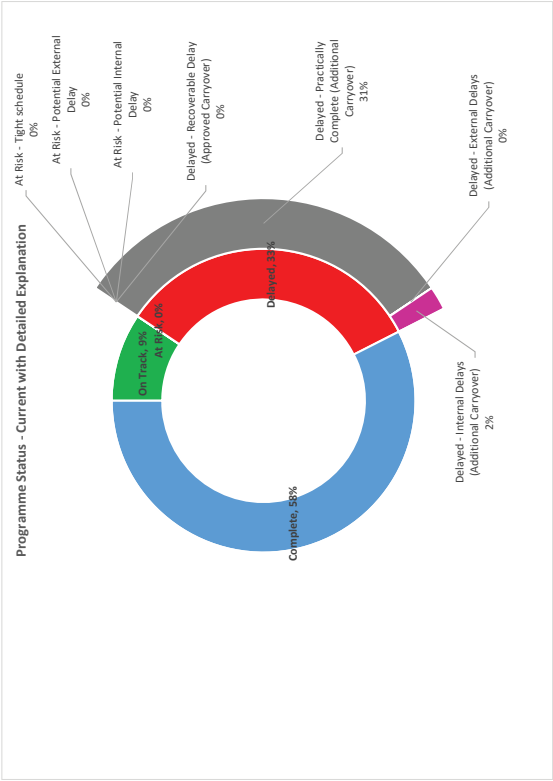


Wastewater Capital Works Programme - 2019-2020 Financial Year - June 2020 Quarter

SUMMARY

DEFINITIONS

Full Year Revised Budget	Budget approved in LTP/AP plus any additional budgets approved by Council throughout the FY.
Unspent Budget	Budget that will not be spent this financial year. This can be both a budget saving (e.g. due to projects being delivered for less than budgeted) or delayed budget spend (i.e.: budget that will be spent next financial year).
Programme - On Track	Refers to projects where the project work this FY is expected to be delivered by FYE.
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On Budget	Refers to projects where the project work this FY is expected to be delivered within budget.
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Approved Carryover	Refers to the projects where the carryovers for multi-year projects that were approved as part of the AP/LTP.
Additional Carryover	Refers to the projects where the carryovers are due to projects being delayed. These carryovers are in addition to those carryovers approved as part of the AP/LTP.
At Risk Carryover	Refers to projects where the programme is at risk, therefore may potentially become a carryover of the risk identified are realised.



Schedule	Project Name	Project Stage - Current	Project Stage - Planned at FYE	Project Status at FYE - Current	Actual Expenditure YTD	Real Forecast Expenditure at FYE	% Spent (Actual Expenditure / Full Year Revised Budget)	Revised Carryover of Budget to Next FY	Revised Carryover of Expenditure (MVP) to Next FY	Revised Carryover of Expenditure (MVP) to Next FY	Comments
Rangiora a	Central Rangiora Capacity Upgrade - Stage 4	Construction Complete	Project Complete	Construction Underway	\$ 1,045,000	\$ 780,002	80,000	75%	\$ -	\$ -	Under Budget (Delayed Spend) Project delayed due to Covid-19. 70% of project will be capitalised before the end of the financial year. Contractor have remobilised under level 3
	Central Rangiora Capacity Upgrade - Stage 5	Construction Underway	Project Complete	Transfer	\$ 50,000	\$ 17,738	20,000	35%	\$ 50,000	\$ 50,000	Under Budget Design completed. Construction delayed to 2021/22
	Septicage Facility - Design	Design	Design	Design	\$ 50,000	\$ 29,371	40,000	99%	\$ -	\$ -	Under Budget Business plan has been completed with recommendation to proceed with the project. The draft 2020/21 Annual Plan refers a contract on to 2021/22. PFO have started design of the facility.
	North Rangiora Capacity Upgrade	Project Complete	Project Complete	Project Complete	\$ 50,000	\$ -	\$ -	0%	\$ -	\$ -	Under Budget Project is not required.
Rangiora b	Rangiora - Existing Pipeline Replacement	Project Complete	Project Complete	Project Complete	\$ 100,000	\$ -	6,441	0%	\$ -	\$ -	Under Budget Completed
	Fencing for Rangiora WWPV	Project Complete	Project Complete	Project Complete	\$ 120,000	\$ 72,810	80,000	61%	\$ -	\$ -	Under Budget Completed
	Health & Safety Improvements	Project Complete	Project Complete	Project Complete	\$ 6,000	\$ 2,371	1,413	40%	\$ -	\$ -	Under Budget Completed
	Flow Monitoring Sensors	Project Complete	Project Complete	Project Complete	\$ 20,000	\$ 19,898	70,000	99%	\$ -	\$ -	Under Budget Completed
Rangiora Total					\$ 1,441,000	\$ 922,889	\$ 771,804	48%	\$ 100,000	\$ 46,000	\$ 16,000
Woodend	Pipeline replacement	Project Complete	Project Complete	Project Complete	\$ 15,000	\$ 62,884	62,884	100%	\$ -	\$ -	Under Budget Budget allocated to renew Main North Road Pressure Main. During construction it was identified the pumped discharge line exiting the station were damaged and leaking. Awaiting a built from emergency works.
	Woodend Road Pressure Main Rehabilitation	Project Complete	Project Complete	Project Complete	\$ 15,000	\$ 62,884	62,884	100%	\$ -	\$ -	Under Budget Woodend Road Pressure Main Rehabilitation has been completed.
	Fencing for Woodend WWPV	Project Complete	Project Complete	Project Complete	\$ 42,000	\$ 8,720	25,000	21%	\$ -	\$ -	Under Budget Completed
	Upgrade Churns St. Rising Main	Design	Transfer	Design	\$ 52,000	\$ 78,966	78,966	152%	\$ 22,000	\$ 52,000	Under Budget Project scope has been reduced. 2020/21 budget not required, there will be no carryover. File note 2020.10.17/19.
Woodend (Rural)	Woodland Plant Investigations	Project Complete	Project Complete	Project Complete	\$ 70,000	\$ 19	\$ -	0%	\$ 70,000	\$ 69,881	Under Budget Completed.
	Electrical repairs at Pump Stations & Treatment Plant	Project Complete	Project Complete	Project Complete	\$ 50,000	\$ 40,099	40,099	80%	\$ -	\$ -	Under Budget Main North Road pump station meter has been replaced. Unplanned/unbudgeted sewer pump replacement was added in November 2019.
	Health & Safety Improvements	Project Complete	Project Complete	Project Complete	\$ 10,000	\$ 13,053	13,053	131%	\$ -	\$ -	Under Budget Completed.
	Health & Safety Improvements	Project Complete	Project Complete	Project Complete	\$ 15,000	\$ 16,394	13,700	102%	\$ -	\$ -	Under Budget Completed.
Woodend (Rural) Total					\$ 274,000	\$ 203,34	\$ 25,000	86%	\$ 80,000	\$ 32,681	\$ 78,967
Kaipara	Upgrade Churns St. Rising Main	Project Complete	Project Complete	Project Complete	\$ -	\$ -	\$ -	0%	\$ -	\$ -	Under Budget Project Completed.
	Kaipara Capacity Upgrade - LVS	Project Complete	Project Complete	Project Complete	\$ 1,719,000	\$ 806,182	750,000	47%	\$ -	\$ -	Under Budget (Delayed Spend) Draft Kaipara Master Plan completed. The primary driver for the majority of upgrades is high likelihood investigations underway
	Woodland Plant Investigations	Project Complete	Project Complete	Project Complete	\$ 250,000	\$ 138,415	130,000	55%	\$ 250,000	\$ 250,000	Under Budget Project not required. File note 2020.10.17/19.
	Health & Safety Improvements	Project Complete	Project Complete	Project Complete	\$ 10,000	\$ -	\$ -	0%	\$ 10,000	\$ 10,000	Under Budget (Delayed Spend) Flow investigations are currently underway, delayed due to dry weather. This project is linked to the Kaipara Capacity upgrade project.
Kaipara b	Orland St Sewer Repairs	Net Set out	Project Complete	Design	\$ 200,000	\$ 57,892	65,000	29%	\$ 200,000	\$ 200,000	Under Budget Completed.
	Electrical Repairs at Pump Stations and Treatment Plant	Project Complete	Project Complete	Project Complete	\$ 42,000	\$ 35,389	35,389	84%	\$ -	\$ -	Under Budget Completed.
	Kaipara Wastewater Network Renewals	Project Complete	Project Complete	Project Complete	\$ 18,000	\$ 16,096	25,000	92%	\$ -	\$ -	Under Budget Completed.
	Leaving Pipeline Replacement Program	Project Complete	Project Complete	Project Complete	\$ 460,000	\$ 260,410	320,000	57%	\$ -	\$ -	Under Budget Completed.
Kaipara c	Health & Safety Improvements	Project Complete	Project Complete	Project Complete	\$ 20,000	\$ 18,676	20,000	98%	\$ -	\$ -	Under Budget Completed.
	Fencing for Kaipara WWPV	Project Complete	Project Complete	Project Complete	\$ 46,000	\$ 26,323	30,000	72%	\$ -	\$ -	Under Budget Completed.
	Connect to LVS	Investigations	Transfer	Investigations	\$ 140,000	\$ 47,017	50,000	34%	\$ 140,000	\$ 140,000	Under Budget (Delayed Spend) Project delayed.
	Existing Pipeline Replacements	Project Complete	Project Complete	Project Complete	\$ 20,000	\$ -	\$ -	0%	\$ -	\$ -	Under Budget Completed. No works identified.
Orland Total					\$ 2,029,000	\$ 1,462,117	\$ 570,000	47%	\$ 570,000	\$ 570,000	\$ 156,000
Kaipara (Rural) Total					\$ 140,000	\$ 47,017	\$ 50,000	34%	\$ 140,000	\$ 140,000	\$ 50,000
Orland Total					\$ 20,000	\$ -	\$ -	0%	\$ -	\$ -	\$ -
Paopara	Health and Safety Improvements	Project Complete	Project Complete	Project Complete	\$ 6,000	\$ 3,126	3,126	52%	\$ -	\$ -	Under Budget Completed
	Health and Safety Improvements	Project Complete	Project Complete	Project Complete	\$ 6,000	\$ 3,126	3,126	52%	\$ -	\$ -	Under Budget Completed
	Health and Safety Improvements	Project Complete	Project Complete	Project Complete	\$ 3,000	\$ 4,444	4,444	147%	\$ -	\$ -	Under Budget Completed
	Health and Safety Improvements	Project Complete	Project Complete	Project Complete	\$ 3,000	\$ 4,444	4,444	147%	\$ -	\$ -	Under Budget Completed
Waikuku Beach	Health and Safety Improvements	Project Complete	Project Complete	Project Complete	\$ 6,000	\$ 2,619	3,300	44%	\$ -	\$ -	Under Budget Completed
Waikuku Beach WWPV	Fencing for Waikuku Beach WWPV	Project Complete	Project Complete	Project Complete	\$ 17,000	\$ 10,320	10,000	72%	\$ -	\$ -	Under Budget Completed
Waikuku Beach WWPV	Review Resource Consent	Project Complete	Project Complete	Project Complete	\$ 23,000	\$ 23,999	25,999	133%	\$ -	\$ -	Under Budget Completed
Grand Total					\$ 4,865,000	\$ 2,988,964	\$ 2,712,113	58%	\$ 902,000	\$ 1,285,981	\$ 508,967

Wastewater Capital Works Programme - 2019-2020 Financial Year - December 2019 Quarter

Schedule	Project Name	Project Stage - Current	Project Stage - Planned at FYE - Current	Actual Expenditure YTD	Fiscal Revenue Expenditure at FYE	% Fiscal (Actual Expenditure / Full Year Revised Budget)	Revised Component of Budget to Meet FY	Revised Component of Expenditure (WPI) to Meet PY	Revised Component of Expenditure (WPI) to meet PY	Project Status	Comments
Banaraja	Central Realizer Co-Operative Ltd.- Stage 4	Construction Complete	Project Complete	\$ 1,045,000	\$ 780,000	75%	- \$	364,000	\$ -	Under Budget	Project delayed due to Covid-19. 20% of project will be capitalized before the end of the financial year. Project has been rescheduled under stage-5.

Solid Waste Capital Works Programme - 2019-2020 Financial Year - June 2020 Quarter

SUMMARY

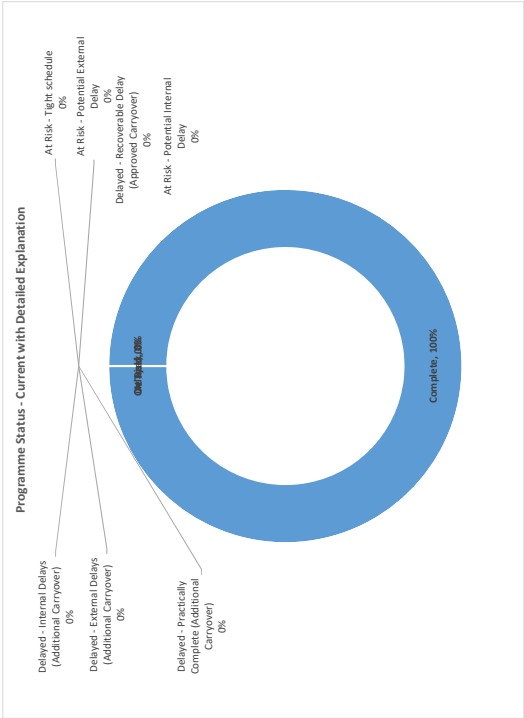
<p>Project Stage - Current</p> <p>Project Complete 77% Investigations 23% Design 0% Construction Underway 0% Tender 0% Construction Complete 0%</p>	<p>Project Stage - Predicted @ FYE</p> <p>Project Complete 77% Investigations 23% Design 0% Construction Underway 0% Tender 0% Construction Complete 0%</p>
<p>Financial Summary</p> <p>Full Year Budget \$340,994 Actual Expenditure YTD \$111,599</p>	<p>Carryovers Summary</p> <p>Planned Budget Carryover \$157,000 Predicted Budget Carryover \$157,000 At Risk Carryovers \$0 Predicted Carryovers \$52,479 At Risk Carryovers \$0</p>
<p>Budget Status (at end of FY) - Current</p> <p>On Budget 24% Under Budget (Savings Predicted) 53% Under Budget (Delayed Spend) 23%</p>	<p>Programme Status (at end of FY) - Current</p> <p>Complete 62% Delayed 38% On Track 0% At Risk 0%</p>

Solid Waste Capital Works Programme - 2019-2020 Financial Year - June 2020 Quarter

SUMMARY

DEFINITIONS

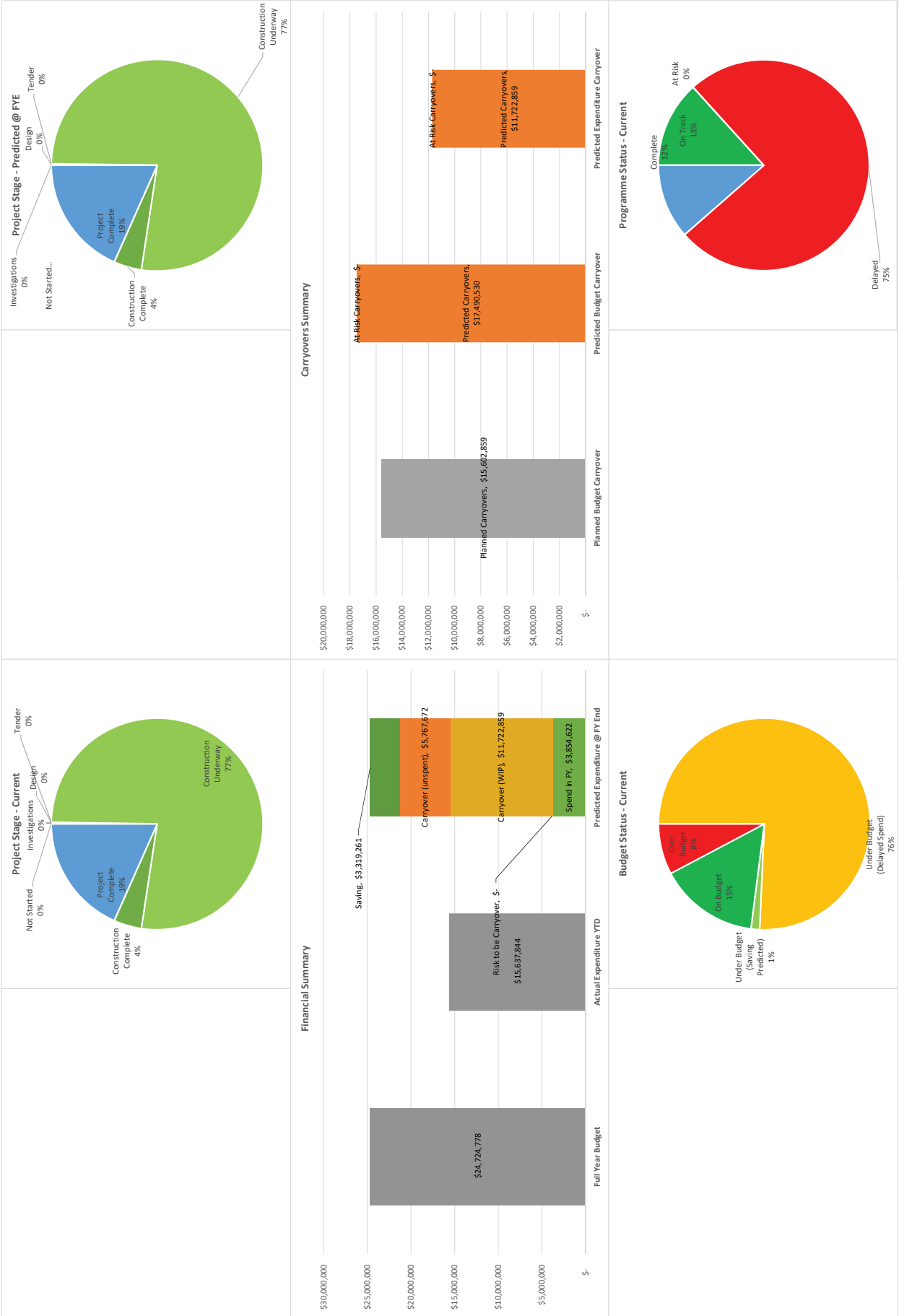
Full Year Revised Budget	Budget approved in LTP/AP plus any additional budgets approved by Council throughout the FY.
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Programme - On Track	Refers to projects where the project work this FY is expected to be delivered by FYE.
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Programme - Delayed	Refers to projects where the project work this FY will not be delivered by FYE. These projects are signalled as predicted carryover (if single or multi-year current), if not already shown as a planned carryover (if multi-year future).
On Budget	Refers to projects where the project work this FY is expected to be delivered within budget.
Over Budget	Refers to projects where the project work this FY will not be delivered on budget.
Under Budget (Delayed Spend)	Refers to projects where it is not expected to spend the budget this FY. These projects are to be signalled as either a planned (if multi-year future) or predicted carryover (if single or multi-year current).
Under Budget (Saving Predicted)	Refers to projects where the project work this FY is expected to be delivered under budget. This includes projects that will be completed this financial year and delivered under budget or (if multi-year future) the unspent budget will not be carried forward to the next FY.
Approved Carryover	Refers to the projects where the Carryovers for multi-year projects that were approved as part of the AP/LTP.
Additional Carryover	Refers to the projects where the carryovers are due to projects being delayed. These carryovers are in addition to those carryovers approved as part of the AP/LTP.
At Risk Carryover	Refers to projects where the programme is at risk, therefore may potentially become a carryover of the risk identified are realised.



Solid Waste Capital Works Programme - 2019-2020 Financial Year - June 2020 Quarter

Scheme	Account Number	Project Name	Project Stage - Current	Project Stage - Planned at FYE	Project Stage - Predicted at FYE	Predicted Status at FYE - Current	Full Year Revised YTD Budget	Actual Expenditure YTD	Final Forecast Expenditure at FYE	% Spent (Actual Expenditure / Full Year Revised Budget)	Predicted Carryover of FY Budget to Next FY	Predicted Carryover of WPF (or Next FY WPF) to Next FY	Predicted Carryover of Expenditure to Next FY	Programme Status	Comments
Refuse & Capital Total	101169	Southbrook - Access Rds	Project Complete	Project Complete	Project Complete	Complete	\$ 15,235 \$	\$ 15,235 \$	- \$	0%	- \$	- \$	- \$	Under Budget (Saving)	No renewals were identified as necessary, no expenditure incurred
	101122	Southbrook - Access Roads	Project Complete	Project Complete	Project Complete	Complete	\$ 11,460 \$	\$ 11,460 \$	- \$	0%	- \$	- \$	- \$	Under Budget (Saving)	No renewals were identified as necessary, no expenditure incurred
	101123	Southbrook - Access Roads	Project Complete	Project Complete	Project Complete	Complete	\$ 13,020 \$	\$ 13,020 \$	- \$	0%	- \$	- \$	- \$	Under Budget (Saving)	No renewals were identified as necessary, no expenditure incurred
	101123	Southbrook - Access Roads, (Riv. & Natural)	Project Complete	Project Complete	Project Complete	Complete	\$ 5,730 \$	\$ 5,730 \$	12,000 \$	100%	- \$	- \$	- \$	Under Budget (Saving)	Signage upgrade and replacement, other renewals as required. New Bridge nr. Covid 19
	100843	Southbrook Disposal Pit Upgrade & road realignment	Investigations	Tender	Investigations	Delayed	\$ 130,000 \$	\$ 130,000 \$	25,374 \$	20%	130,000 \$	130,000 \$	26,714 \$	Under Budget (Delayed)	Tender for professional fees on site options study 2018/19. Delays in finalising preferred option. CARRY OVER
	100993	RP2 installation (backflow protection) - Southbrook	Project Complete	Project Complete	Project Complete	Complete	\$ 50,000 \$	\$ 50,000 \$	20,274 \$	41%	- \$	- \$	- \$	Under Budget (Saving)	AU installed RP2 unit and undertook minor upgrades at fire hose reel, completed by end April 2020.
	100995	RP2 installation (backflow protection) - COWA 8	Project Complete	Project Complete	Project Complete	Complete	\$ 43,900 \$	\$ 43,900 \$	23,864 \$	54%	- \$	- \$	- \$	Under Budget (Saving)	RP2 installed and completed by end April, under budget. Minor H&S improvements made as identified.
	100566	Southbrook Minor improvements	Project Complete	Project Complete	Project Complete	Complete	\$ 9,749 \$	\$ 9,749 \$	2,005 \$	21%	- \$	- \$	- \$	Under Budget (Saving)	No minor H&S improvements were identified.
	100568	Southbrook Minor improvements	Project Complete	Project Complete	Project Complete	Complete	\$ 2,000 \$	\$ 2,000 \$	- \$	0%	- \$	- \$	- \$	Under Budget	Under Budget (Saving)
	100446	Gullys for Rps roads and fencing	Project Complete	Construction Cont	Project Complete	Complete	\$ 30,000 \$	\$ 30,000 \$	954 \$	3%	130,000 \$	130,000 \$	- \$	Under Budget	Carryover of funds and costs - should have been capitalised/reopened in 2018/19
Refuse & Capital Total							\$ 313,994 \$	\$ 313,994 \$	\$ 64,494 \$	\$ 313,998 \$	\$ 27%	\$ 130,000 \$	\$ 26,714 \$	On budget	Crossing completed 11/10/19. Tender for professional services options study 2019/20. Delay in finalising preferred option. Design, consenting pushed out to 2021/22. Tender for physical works by PDI for construction in 2/23
Waste Minimisation	101171	Resource & Recovery Area Upgrade	Project Complete	Investigations	Project Complete	Complete	\$ 27,000 \$	\$ 27,000 \$	27,105 \$	100%	27,000 \$	27,000 \$	27,105 \$	On budget	Crossing completed 11/10/19. Tender for professional services options study 2019/20. Delay in finalising preferred option. Design, consenting pushed out to 2021/22. Tender for physical works by PDI for construction in 2/23
Waste Minimisation Total							\$ 27,000 \$	\$ 27,000 \$	\$ 27,105 \$	100%	\$ 27,000 \$	\$ 27,000 \$	\$ 27,105 \$	On budget	Crossing completed 11/10/19. Tender for professional services options study 2019/20. Delay in finalising preferred option. Design, consenting pushed out to 2021/22. Tender for physical works by PDI for construction in 2/23
Grand Total							\$ 340,994 \$	\$ 340,994 \$	\$ 111,599 \$	33%	\$ 157,000 \$	\$ 157,000 \$	\$ 52,819 \$	On budget	Crossing completed 11/10/19. Tender for professional services options study 2019/20. Delay in finalising preferred option. Design, consenting pushed out to 2021/22. Tender for physical works by PDI for construction in 2/23

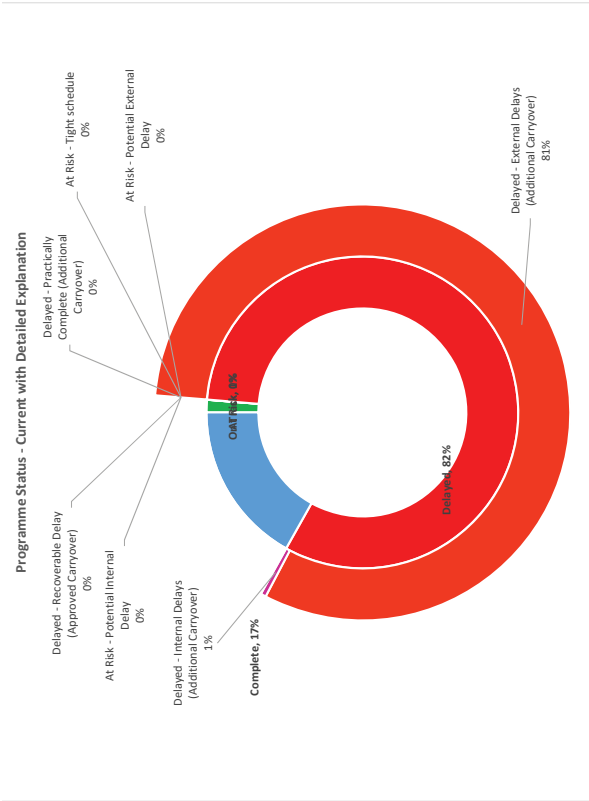
SUMMARY



SUMMARY

DEFINITIONS

Full Year Revised Budget	Budget approved in LTP/AP plus any additional budgets approved by Council throughout the FY.
Unspent Budget	Budget that will not be spent this financial year. This can be both a budget saving (e.g. due to projects being delivered for less than budgeted) or delayed budget spend (i.e.: budget that will be spent next financial year).
Programme - On Track	
Programme - At Risk	Refers to projects where the project work this FY is expected to be delivered by FYE.
Programme - Delayed	Refers to projects where the project work this FY is currently at risk of not being delivered by FYE. These are the projects that need to be resourced and monitored carefully to ensure they are delivered to programme.
On Budget	Refers to projects where the project work this FY will not be delivered by FYE. These projects are signalled as predicted carryover (if single or multi-year current), if not already shown as a planned carryover (if multi-year future).
Over Budget	Refers to projects where the project work this FY is expected to be delivered within budget.
Under Budget (Delayed Spend)	Refers to projects where the project work this FY will not be delivered on budget.
Under Budget (Saving Predicted)	Refers to projects where it is not expected to spend the budget this FY. These projects are to be signalled as either a planned (if multi-year future) or predicted carryover (if single or multi-year current).
Approved Carryover	Refers to projects where the project work this FY is expected to be delivered under budget. This includes projects that will be completed this financial year and delivered under budget or (if multi-year future) the unspent budget will not be carried forward to the next FY.
Additional Carryover	Refers to the projects where the carryovers for multi-year projects that were approved as part of the AP/LTP.
At Risk Carryover	Refers to the projects where the carryovers are due to projects being delayed. These carryovers are in addition to those carryovers approved as part of the AP/LTP.
	Refers to projects where the programme is at risk, therefore may potentially become a carryover of the risk identified are realised.



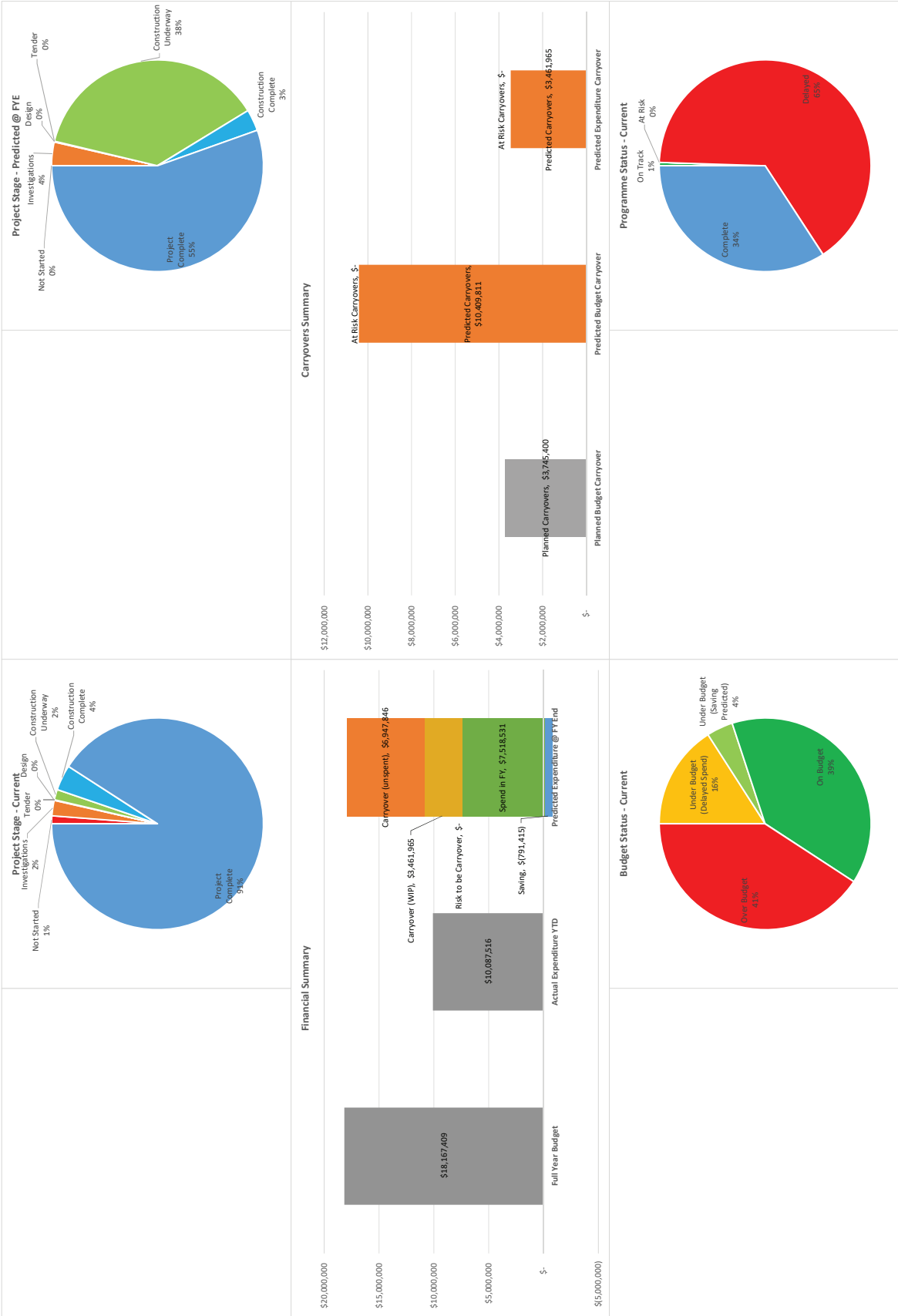
Scheme	Account Number	Project Name	Who Controls the Sinking	Project Stage - Current	Project Stage - Planned at PTE	Project Status - Predicted Status at PTE - Current	Half Year Revised Budget	YTD Budget	Actual Expenditure YTD	Final Forecast Expenditure at PTE	% Spent / Expenditure / Full Year Revised Budget	Revised Committee Budget to Next FY	Revised Committee Expenditure (MPP) to Next FY	Programme Status	Comments
Community Grounds	101180	Whakau Camp Demolitions	Council	Not Started	Construction Cont	Construction Undeveloped	\$ -	\$5,440 \$	\$ -	\$ -	0%	\$ -	\$ -	Under Budget (Delayed Spend)	Further negotiations under way but demolition likely in off season - ie March - Sept
	101181	Whakau Camp Ablutions Block Replacement	Council	Not Started	Construction Cont	Construction Undeveloped	\$ -	\$20,000 \$	\$ -	\$ -	0%	\$ -	\$ -	Under Budget (Delayed Spend)	Further negotiations required to resolve asset ownership. Above ground ablutions block to be provided in 6 months when they attend the next financial year ie 2021.
	101182	Kaikahi Camp Infrastructure Renewals	Council	Project Complete	Construction Cont	Project Complete (as Trust)	\$ -	\$25,000 \$	\$16,000 \$	\$25,000 \$	68%	\$ -	\$ -	On Budget	Negotiations are all proceeding. However work is proceeding. Note some of the expenditure in 'general' will be poured in this account.
	101324	Kaikahi Camp Ablutions Block Replacement	Council	Not Started	Construction Cont	Construction Undeveloped	\$ -	\$153,300 \$	\$317 \$	\$50,000 \$	0%	\$ -	\$ -	Under Budget (Delayed Spend)	Still subject to negotiation. However some of this expenditure will proceed in this financial year.
	101333	Whakau Camp Renewals & Refreshments	Council	Not Started	Construction Cont	Construction Undeveloped	\$ -	\$180,070 \$	\$8,676 \$	\$ -	0%	\$ -	\$ -	Under Budget (Delayed Spend)	Further negotiations required to resolve asset ownership. Above ground ablutions block to be provided in 6 months when they attend into next financial year ie 2021. However some of this expenditure will proceed in this financial year.
Community Grounds Total	102001	Camp Improvements	Council	Project Complete	Construction Cont	Project Complete (as Trust)	\$ -	\$2,459 \$	\$7,762 \$	\$2,459 \$	100%	\$ -	\$ -	On Budget	Some of the current expenditure to be coded out. Additional expenditure is anticipated in relation to Woodside beach camp this year. We carry over anticipated
							\$ -	\$68,639 \$	\$10,974 \$	\$10,974 \$	14%	\$ -	\$ -	On Budget	
Public Conveniences	102033	Toilet Renewals	Council	Project Complete	Project Complete	Project Complete	\$ -	\$26,625 \$	\$20,625 \$	\$20,625 \$	123%	\$ -	\$ -	Over Budget	Revised budget for toilets throughout the district. Kaiaki toilet is the next toilet renewal to be funded from this project. This project was completed during this financial year however there were some issues encountered during the consenting and construction process that led to additional costs
	101176	Mandeville Sports Ground	Community	Construction Undeveloped	Project Complete	Tender	\$ -	\$200,000 \$	\$ -	\$ -	36%	\$ -	\$ -	Under Budget (Delayed Spend)	This was not completed during this financial year however staff have now put this through the tender panel for pricing and this is being assessed with construction now programmed for completion before the end of this financial year.
	101311	Salvatore Creek Toilet	Council	Project Complete	Project Complete	Project Complete	\$ -	\$260,000 \$	\$261,420 \$	\$261,420 \$	1005%	\$ -	\$ -	On Budget	This project was combined Tourism Infrastructure Fund and Council project to install a new toilet at Salvatore Creek and has now been completed. This has been coded to the non-specified reserve enhancement budget. This will be journalled to the correct code.
	101331		Council	Project Complete	Project Complete	Project Complete	\$ -	\$66,625 \$	\$58,567 \$	\$58,567 \$	88%	\$ -	\$ -	On Budget	
							\$ -	\$15,320,400 \$	\$11,530,284 \$	\$11,530,284 \$	75%	\$ -	\$ -	Under Budget (Delayed Spend)	Primary design to be finished October 2020. Construction begun in August 2021. There has been a delay due to the Covid 19 lockdown and it is now expected that this will be completed in August 2021.
Community Building	102060	Mt Huia Sport Facilities	Council	Construction Undeveloped	Construction Undeveloped	Construction Undeveloped	\$ -	\$15,320,400 \$	\$11,530,284 \$	\$15,320,400 \$	75%	\$ -	\$ -	Over Budget	Trust of Pegasus Community Centre has now been completed and is open for use. There is an agreement for the Pegasus Community Group to put funds into the floor of the building to offset the expenditure on this work.
Community Building Reserves General	101303	Pegasus Community Centre - Fit Out	Council	Project Complete	Project Complete	Project Complete	\$ -	\$23,145 \$	\$15,459 \$	\$ -	67%	\$ -	\$ -	Over Budget	Works required for compliance and cosmetic upgrades for the Cat Community Centre. Contract was awarded to Magboro Builders and work completed in August 2020.
	101301	Cat Community Centre - Compliance and General	Council	Project Complete	Project Complete	Project Complete	\$ -	\$335,990 \$	\$326,551 \$	\$326,551 \$	1111%	\$ -	\$ -	On Budget	Annual renewal budget for hall furniture used in conjunction with General Building Renewals.
	102048	Furniture	Council	Project Complete	Project Complete	Project Complete (as Trust)	\$ -	\$3,860 \$	\$3,790 \$	\$3,860 \$	98%	\$ -	\$ -	On Budget	Annual renewal budget for community facilities. Staff have organised a list of work across the community facilities for renewal work.
	101179	General Building Renewals	Council	Construction Cont	Project Complete	Construction Cont	\$ -	\$69,092 \$	\$7,768 \$	\$69,092 \$	115%	\$ -	\$ -	On Budget	
	102041		Council	Construction Cont	Project Complete	Construction Cont	\$ -	\$15,752,497 \$	\$1,081,890 \$	\$1,011,011 \$	6%	\$ -	\$ -	Under Budget (Delayed Spend)	Annual budget for purchase of reserves within developments throughout the district to meet LOS. Timing of this is dependent on developer timeframes.
Community Building Reserves General	102090	Land Purchase - Neighbourhood	Others	Project Complete	Investigations	Project Complete (as Trust)	\$ -	\$2,711,000 \$	\$11,287 \$	\$ -	0%	\$ -	\$ -	Under Budget (Delayed Spend)	Annual budget for development of reserves within developments throughout the district to meet LOS. Timing of this is dependent on developer timeframes.
	102091	Land Development - Neighbourhood	Others	Project Complete	Investigations	Project Complete (as Trust)	\$ -	\$36,400 \$	\$4,700 \$	\$ -	14%	\$ -	\$ -	On Budget	Overall renewal budget for replacement of Road and Capital assets maintained by G o space. These renewals are underway and are being managed by PDU. The first bundle of work has been completed. The second bundle was tendered and awarded prior to Christmas 2020. The second bundle is expected to be completed in early 2021. The third bundle is expected to be completed in early 2021. The fourth bundle is expected to be completed in early 2021. The fifth bundle is expected to be completed in early 2021. The sixth bundle is expected to be completed in early 2021. The seventh bundle is expected to be completed in early 2021. The eighth bundle is expected to be completed in early 2021. The ninth bundle is expected to be completed in early 2021. The tenth bundle is expected to be completed in early 2021. The eleventh bundle is expected to be completed in early 2021. The twelfth bundle is expected to be completed in early 2021. The thirteenth bundle is expected to be completed in early 2021. The fourteenth bundle is expected to be completed in early 2021. The fifteenth bundle is expected to be completed in early 2021. The sixteenth bundle is expected to be completed in early 2021. The seventeenth bundle is expected to be completed in early 2021. The eighteenth bundle is expected to be completed in early 2021. The nineteenth bundle is expected to be completed in early 2021. The twentieth bundle is expected to be completed in early 2021. The twenty-first bundle is expected to be completed in early 2021. The twenty-second bundle is expected to be completed in early 2021. The twenty-third bundle is expected to be completed in early 2021. The twenty-fourth bundle is expected to be completed in early 2021. The twenty-fifth bundle is expected to be completed in early 2021. The twenty-sixth bundle is expected to be completed in early 2021. The twenty-seventh bundle is expected to be completed in early 2021. The twenty-eighth bundle is expected to be completed in early 2021. The twenty-ninth bundle is expected to be completed in early 2021. The thirtieth bundle is expected to be completed in early 2021. The thirty-first bundle is expected to be completed in early 2021. The thirty-second bundle is expected to be completed in early 2021. The thirty-third bundle is expected to be completed in early 2021. The thirty-fourth bundle is expected to be completed in early 2021. The thirty-fifth bundle is expected to be completed in early 2021. The thirty-sixth bundle is expected to be completed in early 2021. The thirty-seventh bundle is expected to be completed in early 2021. The thirty-eighth bundle is expected to be completed in early 2021. The thirty-ninth bundle is expected to be completed in early 2021. The fortieth bundle is expected to be completed in early 2021. The forty-first bundle is expected

Scheme	Account Number	Project Name	Notes Generated on the evening	Project Stage - Current	Project Stage - Planned at PTE	Project Stage - Predicted at PTE - Current	Full Year Revised Budget	YTD Budget	Actual Expenditure YTD	Total Forecast Expenditure at PTE	% Spent (Actual Expenditure / Full Year Revised Budget)	Forecasted Carryover of Budget to Next FY	Forecasted Carryover of Expenditure (M/P) to Next FY	Programme Status	Comments
Camping Grounds	101110	Whitaker Camp Demolitions	Council	Not Started	Construction Cont	Construction Unscheduled	\$ 35,440 \$	\$ 35,440 \$	\$ - \$	\$ 20,000 \$	0%	\$ - \$	\$ 35,440 \$	Under Budget (Delayed)	Further negotiations underway but demolition likely in off season - ie November/December.
	101063	New specified Reserve Enhancement	Council	Construction Complete	Construction Complete	Construction On Hold	\$ 284,800 \$	\$ 284,800 \$	\$ 65,190 \$	\$ 65,190 \$	23%	\$ 0 \$	\$ 219,610 \$	Under Budget (Delayed)	No specific reserve enhancement budget that is set towards projects throughout the district. This will be used for Owen Slater Park and Silverstream Toilet. Bored on the timing for these projects this budget will be used.
Reserves General	101114	General Reserve Renewals	Council	Construction Complete	Construction Complete	Construction On Hold	\$ 343,910 \$	\$ 343,910 \$	\$ 290,324 \$	\$ 290,324 \$	88%	\$ - \$	\$ 42,586 \$	On Budget	This is for the general reserve renewals throughout the District. Working with staff to maximise the ability to deliver this renewal programme by the end of the financial year.
	101115	Fairfax Sports Ground Development	Council	Project Complete	Project Complete	Project Complete	\$ 292,554 \$	\$ 292,554 \$	\$ 312,948 \$	\$ 312,948 \$	107%	\$ - \$	\$ - \$	Over Budget	This budget is for the development of sports facilities throughout the district as per the Sports Facilities Strategy. This project was the completion of the Sydney Park lights which are now commissioned and available for use.
	101018	Renewal reserve Waiwaka Rd	Council	Project Complete	Construction Cont	Project Complete	\$ 37,720 \$	\$ 37,720 \$	\$ 3,281 \$	\$ 3,281 \$	9%	\$ - \$	\$ - \$	Under Budget (Delayed)	A decision has been made not to complete renewals for trees and gardens for the 19/20 financial year as well as the 20/21 financial year following the Covid lockdown. These assets will continue to be maintained but will not be replaced.
	101019	Renewal reserve landscape Dapoi	Council	Project Complete	Project Complete	Project Complete	\$ 37,720 \$	\$ 37,720 \$	\$ 12,605 \$	\$ 12,605 \$	34%	\$ - \$	\$ - \$	Under Budget (Delayed)	A decision has been made not to complete renewals for trees and gardens for the 19/20 financial year as well as the 20/21 financial year following the Covid lockdown. These assets will continue to be maintained but will not be replaced.
	101010	Woodland Ashby Renewal reserve landscape	Council	Project Complete	Project Complete	Project Complete	\$ 18,830 \$	\$ 18,830 \$	\$ - \$	\$ - \$	0%	\$ - \$	\$ - \$	Under Budget (Delayed)	A decision has been made not to complete renewals for trees and gardens for the 19/20 financial year as well as the 20/21 financial year following the Covid lockdown. These assets will continue to be maintained but will not be replaced.
	101011	Dorfold Reserve reserve landscape	Council	Project Complete	Project Complete	Project Complete	\$ 12,130 \$	\$ 12,130 \$	\$ - \$	\$ - \$	0%	\$ - \$	\$ - \$	Under Budget (Delayed)	A decision has been made not to complete renewals for trees and gardens for the 19/20 financial year as well as the 20/21 financial year following the Covid lockdown. These assets will continue to be maintained but will not be replaced.
	101012	Bargara Street trees gardens	Council	Project Complete	Project Complete	Project Complete	\$ 27,000 \$	\$ 27,000 \$	\$ 6,193 \$	\$ 6,193 \$	23%	\$ - \$	\$ - \$	Under Budget (Delayed)	A decision has been made not to complete renewals for trees and gardens for the 19/20 financial year as well as the 20/21 financial year following the Covid lockdown. These assets will continue to be maintained but will not be replaced.
	101013	Kaipoi Street trees gardens	Council	Project Complete	Project Complete	Project Complete	\$ 27,000 \$	\$ 27,000 \$	\$ 6,196 \$	\$ 6,196 \$	24%	\$ - \$	\$ - \$	Under Budget (Delayed)	A decision has been made not to complete renewals for trees and gardens for the 19/20 financial year as well as the 20/21 financial year following the Covid lockdown. These assets will continue to be maintained but will not be replaced.
	101014	Dorfold Street trees gardens	Council	Project Complete	Project Complete	Project Complete	\$ 11,000 \$	\$ 11,000 \$	\$ 6,803 \$	\$ 6,803 \$	62%	\$ - \$	\$ - \$	Under Budget (Delayed)	A decision has been made not to complete renewals for trees and gardens for the 19/20 financial year as well as the 20/21 financial year following the Covid lockdown. These assets will continue to be maintained but will not be replaced.
	101015	Woodland Ashby Street trees gardens	Council	Project Complete	Project Complete	Project Complete	\$ 11,000 \$	\$ 11,000 \$	\$ 2,780 \$	\$ 2,780 \$	25%	\$ - \$	\$ - \$	Under Budget (Delayed)	A decision has been made not to complete renewals for trees and gardens for the 19/20 financial year as well as the 20/21 financial year following the Covid lockdown. These assets will continue to be maintained but will not be replaced.
	101117	Bargara Inshore Reserve Accessible Car Park	Council	Project Complete	Project Complete	Project Complete	\$ 7,500 \$	\$ 7,500 \$	\$ 7,432 \$	\$ 7,432 \$	99%	\$ - \$	\$ - \$	On Budget	Project Completed.
	101118	Frederickson Ave Safety Trees removal ahead road	Council	Construction Complete	Construction Complete	Construction On Hold	\$ 20,440 \$	\$ 20,440 \$	\$ 7,821 \$	\$ 7,821 \$	38%	\$ - \$	\$ - \$	Under Budget (Delayed)	These trees have been removed as part of the forestry work in this area. This was a project for the planting of the area that was cleared. This was completed in the first weeks of July following confirmation of funding from the Department of Conservation.
	101119	Kaitake Reserve Car Park Sealing	Council	Construction Complete	Construction Complete	Construction On Hold	\$ 161,760 \$	\$ 161,760 \$	\$ 130,881 \$	\$ 130,881 \$	81%	\$ - \$	\$ 150,700 \$	Under Budget (Delayed)	Sealing of the Kaitake Reserve Carpark. This is being done as a cost saving project with EGN. Total budget \$160k - \$80k WDC, \$80k EGN. This project has been tendered and awarded. This is being completed as part of the 2020/21 financial year. This was completed early in the new financial year so the budget for this will need to be carried over. The majority of the work was completed and will need to be carried over.
	101120	Akatarua Reserve	Council	Not Started	Project Complete	Design	\$ 61,120 \$	\$ 61,120 \$	\$ 19,465 \$	\$ 19,465 \$	32%	\$ - \$	\$ 61,120 \$	Under Budget (Delayed)	This work has been carried over into the 2022/23 FY following a review of all capital projects that EGN have been given to complete. This was delayed due to the Covid lockdown. This work is now being completed by the end of the financial year.
	101017	Silverstream Reserve Planting	Council	Construction Complete	Construction Complete	Construction On Hold	\$ 21,201 \$	\$ 21,201 \$	\$ 9,527 \$	\$ 9,527 \$	45%	\$ 0 \$	\$ 11,674 \$	Under Budget (Delayed)	Covid 19 impact on funding for both plants and planting with volunteers at Silverstream. This work is now being completed by the end of the financial year.
	101119	Tanaka Stream Development	Council	Construction Complete	Construction Complete	Construction On Hold	\$ 2,044 \$	\$ 2,044 \$	\$ - \$	\$ - \$	0%	\$ - \$	\$ - \$	Under Budget (Delayed)	Annual development budget for Tanaka Reserve that was unable to be completed due to the Covid lockdown. This work is now being completed by the end of the financial year.
	101121	Ohoka Domain Planting/Development	Council	Project Complete	Project Complete	Project Complete	\$ - \$	\$ - \$	\$ - \$	\$ - \$	0%	\$ - \$	\$ - \$	On Budget	Annual budget for the planting/development of Ohoka Domain. This was completed by the end of the financial year.
	101126	Norbrook Studios Sewer Replacement	Council	Construction Complete	Project Complete	Investigations	\$ 10,220 \$	\$ 10,220 \$	\$ - \$	\$ - \$	0%	\$ - \$	\$ 10,220 \$	Under Budget (Delayed)	Replacement of Norbrook Studios Sewer. Will be investigated in the 2022/23 financial year. This work is now being completed by the end of the financial year.
	101132	Dorfold Car Park Sealing	Council	Project Complete	Project Complete	Project Complete	\$ 50,000 \$	\$ 50,000 \$	\$ 52,257 \$	\$ 52,257 \$	105%	\$ - \$	\$ - \$	On Budget	This work was completed as part of the first batch of rearing work managed by P&O for Greenpac.
	101125	Pegasus Tiers Motel Drive	Council	Construction Complete	Construction Complete	Construction On Hold	\$ 85,000 \$	\$ 85,000 \$	\$ - \$	\$ - \$	0%	\$ - \$	\$ 85,000 \$	Under Budget (Delayed)	Due to Covid this was not completed before the end of the financial year. This work is now being completed by the end of the financial year.
	101120	Kaitake Playground	Council	Project Complete	Project Complete	Project Complete	\$ 120,000 \$	\$ 120,000 \$	\$ 130,271 \$	\$ 130,271 \$	109%	\$ - \$	\$ - \$	Over Budget	This work has been carried over into the 2022/23 FY following a review of all capital projects that EGN have been given to complete. This was delayed due to the Covid lockdown. This work is now being completed by the end of the financial year.
	101014	Silverstream Reserve	Council	Project Complete	Project Complete	Project Complete	\$ 99,000 \$	\$ 21,000 \$	\$ 28,678 \$	\$ 28,678 \$	99%	\$ - \$	\$ - \$	On Budget	Annual development budget for Silverstream Reserve that was unable to be completed due to the Covid lockdown. This work is now being completed by the end of the financial year.
	100976	Crime Camera System Replacement	Council	Project Complete	Project Complete	Project Complete	\$ 58,260 \$	\$ 58,260 \$	\$ 45,360 \$	\$ 45,360 \$	78%	\$ - \$	\$ - \$	Under Budget (Delayed)	Annual budget for the replacement of crime cameras at Ohoka Domain. This was completed by the end of the financial year.
	101014	Sparks Land	Council	Project Complete	Project Complete	Project Complete	\$ 15,000 \$	\$ 15,000 \$	\$ 8,807 \$	\$ 8,807 \$	59%	\$ - \$	\$ - \$	On Budget	Annual budget for the replacement of crime cameras at Ohoka Domain. This was completed by the end of the financial year.
	101012	Ohoka Domain General	Council	Project Complete	Project Complete	Project Complete	\$ 10,200 \$	\$ 10,200 \$	\$ 10,200 \$	\$ 10,200 \$	100%	\$ - \$	\$ - \$	On Budget	Annual budget for the replacement of crime cameras at Ohoka Domain. This was completed by the end of the financial year.
	101014	Mindemulie Sports Ground - Capital Works	Council	Construction Complete	Construction Cont	Construction On Hold	\$ 27,115 \$	\$ 27,115 \$	\$ - \$	\$ - \$	0%	\$ - \$	\$ 27,115 \$	Under Budget (Delayed)	Capital development code for Mindemulie. Remaining budget that they have over and paid to Mindemulie for remaining capital project that they have over and paid to Mindemulie for remaining capital project. This is a gift by the Council to Mindemulie. This work is now being completed by the end of the financial year.
	101049	Silverstream Reserve	Council	Project Complete	Project Complete	Project Complete	\$ 1,120,000 \$	\$ 1,120,000 \$	\$ 981,801 \$	\$ 981,801 \$	88%	\$ - \$	\$ - \$	On Budget	This work has been carried over into the 2022/23 FY following a review of all capital projects that EGN have been given to complete. This was delayed due to the Covid lockdown. This work is now being completed by the end of the financial year.
	101122	118 Metcalf Road Property Purchase	Council	Project Complete	Project Complete	Project Complete	\$ 2,300 \$	\$ 2,300 \$	\$ 1,897 \$	\$ 1,897 \$	83%	\$ - \$	\$ - \$	On Budget	Annual budget for the purchase of land around Aitahu. This was completed by the end of the financial year.
	101123	118 Metcalf Road Property Purchase	Council	Project Complete	Project Complete	Project Complete	\$ 2,300 \$	\$ 2,300 \$	\$ 1,897 \$	\$ 1,897 \$	83%	\$ - \$	\$ - \$	On Budget	Annual budget for the purchase of land around Aitahu. This was completed by the end of the financial year.
	101123	118 Metcalf Road Property Purchase	Council	Project Complete	Project Complete	Project Complete	\$ 2,300 \$	\$ 2,300 \$	\$ 1,897 \$	\$ 1,897 \$	83%	\$ - \$	\$ - \$	On Budget	Annual budget for the purchase of land around Aitahu. This was completed by the end of the financial year.
	101051	Kaipoi Flag Pole	Council	Project Complete	Construction Cont	Project Complete	\$ 5,000 \$	\$ 5,000 \$	\$ 3,425 \$	\$ 3,425 \$	68%	\$ - \$	\$ - \$	Under Budget (Delayed)	This was a gift by the Council to the Kaipoi Cricket Club for landscaping. This was a gift by the Council to the Kaipoi Cricket Club for landscaping. This was a gift by the Council to the Kaipoi Cricket Club for landscaping.
	101053	Silverstream Cricket Pavilion Landscaping	Council	Project Complete	Project Complete	Project Complete	\$ 3,000 \$	\$ 3,000 \$	\$ - \$	\$ - \$	0%	\$ - \$	\$ - \$	On Budget	Annual budget for the replacement of crime cameras at Ohoka Domain. This was completed by the end of the financial year.
	101277	The Oaks Reserve Development	Council	Tender	Construction Cont	Design	\$ 9,200 \$	\$ 9,200 \$	\$ - \$	\$ - \$	0%	\$ - \$	\$ 9,200 \$	Under Budget (Delayed)	Grant Sponsors is continuing to work on this project. Staff are awaiting a decision from the Council to the district to do the work.

Parks and Reserves Capital Works Programme - 2019-2020 Financial Year - June 2020 Quarter

Scheme	Account Number	Project Name	Who Controls the Spending	Project Stage - Current	Project Stage - Planned at FYE	Project Stage - Predicted at FYE	Predicted Programme Status at FYE - Current	Full Year Revised Budget	YTD Budget	Actual Expenditure YTD	Final Forecast Expenditure at FYE	% Spent (Actual Expenditure / Full Year Revised Budget)	Planned Carryover of Budget to Next FY	Planned Carryover of Budget to Next FY	Planned Carryover of Expenditure (WPI) to Next FY	Programme Status	Comments	
Camping Grounds	101180	Mahuku Camp Demolitions	Council	Not Started	Construction Complete	Construction Underway	Unfunded	\$ 35,440 \$	\$ 35,440 \$	\$ -	\$ -	0%	\$ -	\$ 35,440 \$	\$ -	Under Budget (Unspent)	Further negotiations underway but demolition likely in off-season - ie March - Sept	
	101046	Loburn Domain Memorial	Community	Tender	Project Complete	Project Complete	Unfunded	\$ 10,619 \$	\$ 10,619 \$	\$ 1,750 \$	\$ 1,750 \$	16%	\$ -	\$ 10,619 \$	\$ -	Under Budget (Unspent)	Ongoing project with the Loburn Domain Advisory Group for the 2020-2021 financial year. The project is currently on hold as the Council continues to work with the group but was not completed this financial year.	
Reserves General	101058	Tararua Reserve	Council	Project Complete	Project Complete	Project Complete	Complete	\$ -	\$ -	\$ -	\$ -	400%/FY	\$ -	\$ -	\$ -	On Budget	No request. No budget. See other Tararua Reserve budget 101189 for more Council expenditure required.	
	101063	Woodford War Memorial	Council	Project Complete	Project Complete	Project Complete	Complete	\$ -	\$ -	\$ -	\$ -	400%/FY	\$ -	\$ -	\$ -	On Budget	This has been completed for the 2019-2020 financial year. The project was started in late April for completion by the end of the financial year. Based on the current lockdown it is not expected that this will be able to be tendered and constructed in this financial year - this will require carryover.	
	101276	Western Ridge Seat	Council	Project Complete	Project Complete	Project Complete	Complete	\$ 2,400 \$	\$ 2,400 \$	\$ 2,837 \$	\$ 2,837 \$	109%	\$ -	\$ -	\$ -	Under Budget (Unspent)	Equipment has been ordered. Installation commencing.	
	101190	Horsfield Reserve Development	Council	Design	Construction Complete	Construction Underway	Unfunded	\$ 75,000 \$	\$ 75,000 \$	\$ 10,887 \$	\$ 10,887 \$	15%	\$ -	\$ 75,000 \$	\$ -	Under Budget (Unspent)	This is for the Council contribution to the Woodford War Memorial. No more Council expenditure required.	
Reserves General Total	101192	Oxford Surveillance Camera	Council	Project Complete	Project Complete	Project Complete	Unfunded	\$ 31,000 \$	\$ 31,000 \$	\$ -	\$ 0 \$	0%	\$ -	\$ 31,000 \$	\$ -	Under Budget (Unspent)	This is for the Council contribution to the Woodford War Memorial. No more Council expenditure required.	
Reserves General Total								\$ 7,185,408 \$	\$ 7,185,408 \$	\$ 2,860,122 \$	\$ 2,860,122 \$	40%	\$ 0 \$	\$ 1,056,001 \$	\$ 0 \$	\$ 183,248 \$	Under Budget (Unspent)	These projects are determined by the individual boards with work shops with staff. Once projects are identified they are split into a separate budget line.
General Landscaping	101045	Rangiora Ashby General Landscape Development	Community	Project Complete	Project Complete	Project Complete	Unfunded	\$ 53,061 \$	\$ 53,061 \$	\$ -	\$ -	0%	\$ -	\$ 53,061 \$	\$ -	Under Budget (Unspent)	These projects are determined by the individual boards with work shops with staff. Once projects are identified they are split into a separate budget line.	
	101048	Kaipoi Tuharua General Landscape Development	Community	Project Complete	Project Complete	Project Complete	Unfunded	\$ 66,380 \$	\$ 66,380 \$	\$ -	\$ -	0%	\$ -	\$ 66,380 \$	\$ -	Under Budget (Unspent)	These projects are determined by the individual boards with work shops with staff. Once projects are identified they are split into a separate budget line.	
	101052	Oxford Downs General Landscape Development	Community	Project Complete	Project Complete	Project Complete	Unfunded	\$ 13,480 \$	\$ 13,480 \$	\$ 1,008 \$	\$ 1,008 \$	7%	\$ -	\$ 12,480 \$	\$ -	Under Budget (Unspent)	These projects are determined by the individual boards with work shops with staff. Once projects are identified they are split into a separate budget line.	
	101054	Woodford Sefton General Landscape Development	Community	Project Complete	Project Complete	Project Complete	Unfunded	\$ 13,327 \$	\$ 13,327 \$	\$ -	\$ -	0%	\$ -	\$ 13,327 \$	\$ -	On Budget	New kerb has now been installed and planning has been completed. The area is currently on hold as the Council is waiting for the Rangiora Ashby General Landscape Development to be completed. The area is currently on hold as the Council is waiting for the Rangiora Ashby General Landscape Development to be completed.	
General Landscaping Total	101051		Others	Project Complete	Project Complete	Project Complete	On Track	\$ -	\$ -	\$ -	\$ -	400%/FY	\$ -	\$ -	\$ -	Under Budget (Unspent)	Scope of this project not yet identified. So stage is currently being completed this year.	
	101050	Town Entrance Development	Others	Project Complete	Project Complete	Project Complete	Unfunded	\$ 30,000 \$	\$ 30,000 \$	\$ -	\$ -	0%	\$ -	\$ 30,000 \$	\$ -	Under Budget (Unspent)	Staff are working with the Kaipoi Signage Working Group to design the signage for the town entrance. The project is currently on hold as the Council is waiting for the Kaipoi Signage Working Group to design the signage.	
	101238	Integrative Signs	Community	Construction Unfunded	Project Complete	Construction Underway	Unfunded	\$ 20,000 \$	\$ 20,000 \$	\$ 3,254 \$	\$ 3,254 \$	16%	\$ -	\$ 16,746 \$	\$ -	On Budget	This was completed last FY. It was carried over due to last invoice being paid in July and a bill being required.	
	101275	Wyahuk Beach Sign	Council	Project Complete	Project Complete	Project Complete	Complete	\$ 5,005 \$	\$ 5,005 \$	\$ 5,005 \$	\$ 5,005 \$	100%	\$ -	\$ 5,005 \$	\$ -	On Budget	Investigations underway on the delivery of this ongoing project. Some of these projects have been identified and were implemented before the end of the financial year. Due to the lockdown a portion of this will need to be carried over to the next financial year. All of the planned works went completed before the end of the financial year.	
Council & Native Conservation Capital Works	101208	Council & Native Conservation Capital Works	Council	Construction Complete	Project Complete	Construction Complete	Unfunded	\$ 46,611 \$	\$ 46,611 \$	\$ 18,615 \$	\$ 18,615 \$	40%	\$ -	\$ 28,016 \$	\$ -	Under Budget	Renovations for the day park. The completed renovations were identified and reported to call for approval. Budget will be amended to a longer show this as being contributed.	
Swimming Pools Maintenance Total	101066	Dudley Pool Renovations	Council	Project Complete	Project Complete	Project Complete	On Track	\$ 15,280 \$	\$ 15,280 \$	\$ -	\$ -	0%	\$ -	\$ -	\$ -	On Budget	Annual budget for Wyahuk Pool	
	101073	Kaipoi Aquatic Centre Renovations	Council	Project Complete	Project Complete	Project Complete	On Track	\$ 12,000 \$	\$ 12,000 \$	\$ 7,600 \$	\$ 11,227 \$	63%	\$ -	\$ -	\$ -	On Budget	Annual budget for Wyahuk Pool	
	101012	Cemetery Barrens - Rpa	Council	Project Complete	Project Complete	Project Complete	On Track	\$ 5,930 \$	\$ 5,930 \$	\$ 5,930 \$	\$ 5,930 \$	100%	\$ -	\$ -	\$ -	On Budget	Annual budget for Cemetery Barrens - Rangiora	
	101013	Cemetery Barrens - Rpa	Council	Project Complete	Project Complete	Project Complete	On Track	\$ 8,065 \$	\$ 8,065 \$	\$ 8,065 \$	\$ 8,065 \$	100%	\$ -	\$ -	\$ -	On Budget	Annual budget for Cemetery Barrens - Rangiora	
Council & Native Conservation Capital Works Total	101200	Rangiora Cemetery Inauguration System	Council	Project Complete	Project Complete	Project Complete	On Track	\$ 40,880 \$	\$ 40,880 \$	\$ 17,320 \$	\$ 17,320 \$	42%	\$ -	\$ -	\$ -	Under Budget (Unspent)	To install an irrigation system in the Rangiora Cemetery - this is tied in with the Rangiora Cemetery Inauguration System.	
	101024	Oxford Cemetery Improvements	Council	Project Complete	Project Complete	Project Complete	On Track	\$ 5,930 \$	\$ 5,930 \$	\$ 5,930 \$	\$ 5,930 \$	100%	\$ -	\$ -	\$ -	On Budget	Annual budget for Cemetery Barrens - Rangiora	
	101114	Rangiora Cemetery Potable Water	Council	Project Complete	Project Complete	Project Complete	Complete	\$ 50,000 \$	\$ 50,000 \$	\$ 52,433 \$	\$ 52,433 \$	105%	\$ -	\$ -	\$ -	On Budget	This is a water carryover - there is budget and it tied into the irrigation project below.	
	101231	Rangiora Kaipoi Town Centre Grounds Development	(blank)	Project Complete	Project Complete	Project Complete	Complete	\$ 114,895 \$	\$ 114,895 \$	\$ 89,678 \$	\$ 89,678 \$	78%	\$ -	\$ -	\$ -	On Budget	No budget and no expected expenditure	
General Landscaping Total	101474	Town Centre Features Lighting and Decorations	(blank)	Project Complete	Project Complete	Project Complete	Unfunded	\$ 50,000 \$	\$ 50,000 \$	\$ 20,060 \$	\$ 22,661 \$	45%	\$ -	\$ 27,440 \$	\$ -	On Budget	This is part of the development of a town centre feature lighting design. This is being managed by a KCA and through Rangiora Council. Staff are going to be working on the design in the early April. This is how the project is currently on hold.	
	101060	Mandeville Sports Club Planting	(blank)	Project Complete	Project Complete	Project Complete	Complete	\$ 18,000 \$	\$ 18,000 \$	\$ 18,000 \$	\$ 18,000 \$	100%	\$ -	\$ -	\$ -	On Budget	This appears to be a miscell - income is actually for library expenditure	
	101060	Mandeville Sports Club Planting	(blank)	Project Complete	Project Complete	Project Complete	Complete	\$ 18,000 \$	\$ 18,000 \$	\$ 18,000 \$	\$ 18,000 \$	100%	\$ -	\$ -	\$ -	On Budget	This appears to be a miscell - income is actually for library expenditure	
	101060	Mandeville Sports Club Planting	(blank)	Project Complete	Project Complete	Project Complete	Complete	\$ 18,000 \$	\$ 18,000 \$	\$ 18,000 \$	\$ 18,000 \$	100%	\$ -	\$ -	\$ -	On Budget	This appears to be a miscell - income is actually for library expenditure	
General Landscaping Total								\$ 24,724,778 \$	\$ 24,724,778 \$	\$ 15,037,444 \$	\$ 15,037,444 \$	61%	\$ 15,002,889 \$	\$ 17,009,330 \$	\$ 15,002,889 \$	\$ 11,856,851 \$		

SUMMARY

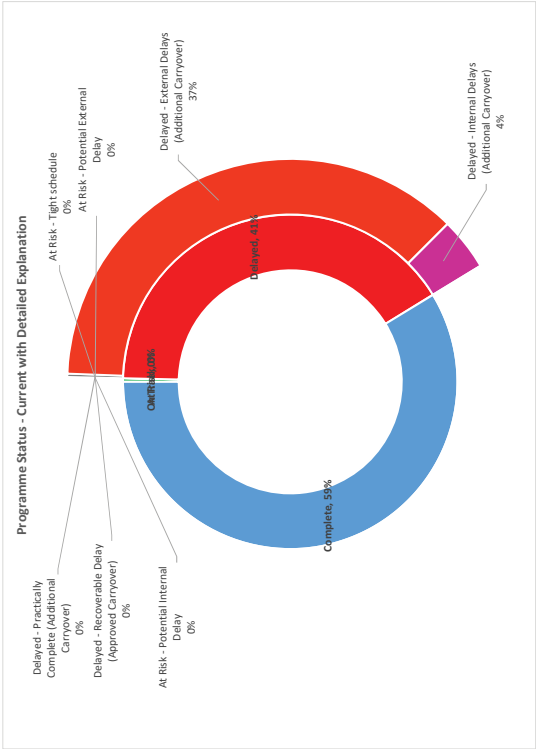


Earthquake Recovery Capital Works Programme - 2019-2020 Financial Year - June 2020 Quarter

SUMMARY

DEFINITIONS

Full Year Revised Budget	Budget approved in LTP/AP plus any additional budgets approved by Council throughout the FY.
Unspent Budget	Budget that will not be spent this financial year. This can be both a budget saving (e.g. due to projects being delivered for less than budgeted) or delayed budget spend (i.e.: budget that will be spent next financial year).
Programme - On Track	Refers to projects where the project work this FY is expected to be delivered by FYE.
Programme - At Risk	Refers to projects where the project work this FY is currently at risk of not being delivered by FYE. These are the projects that need to be resourced and monitored carefully to ensure they are delivered to programme.
Programme - Delayed	Refers to projects where the project work this FY will not be delivered by FYE. These projects are signalled as predicted carryover (if single or multi-year current), if not already shown as a planned carryover (if multi-year future).
On Budget	Refers to projects where the project work this FY is expected to be delivered within budget.
Over Budget	Refers to projects where the project work this FY will not be delivered on budget.
Under Budget (Delayed Spend)	Refers to projects where it is not expected to spend the budget this FY. These projects are to be signalled as either a planned (if multi-year future) or predicted carryover (if single or multi-year current).
Under Budget (Saving Predicted)	Refers to projects where the project work this FY is expected to be delivered under budget. This includes projects that will be completed this financial year and delivered under budget or (if multi-year future) the unspent budget will not be carried forward to the next FY.
Approved Carryover	Refers to the projects where the carryovers for multi-year projects that were approved as part of the AP/LTP.
Additional Carryover	Refers to the projects where the carryovers are due to projects being delayed. These carryovers are in addition to those carryovers approved as part of the AP/LTP.
At Risk Carryover	Refers to projects where the programme is at risk, therefore may potentially become a carryover of the risk identified are realised.



[illegible]

Scheme	Account Number	Project Title	Who controls this thing	Project Stage - Current	Project Stage - Planned at FYE	Project Stage - Predicted at FYE	Predicted Programme Status at FYE - Current	First Year Revised Budget	FY20 Budget	Actual Expenditure FYTD	Spent / Actual Expenditure / Full Year Revised Budget	Revised Carryover of Budget to FYE	Predicted Carryover of Budget to Next FY	Planned Carryover of Expenditure (WPI) to Next FY	Programme Status	Comments		
Red Zone Regeneration	101-408	Redzone Programme Management	Council	Project Complete	Investigations	Complete	Complete	\$ 25,000	\$ 25,000	\$ -	0%	\$ 38,415	-	-	Under Budget (Saving)	Project complete (see below reports and comments).		
	101-409	Guiding Works and Decommissioning	Council	Project Complete	Project Complete	Project Complete	Complete	\$ 46,000	\$ 46,000	\$ -	0%	\$ 482,742	-	-	Under Budget	Project complete. Note: The budget for this project (and others) associated with Norman Kirk Area are having an 'all-of-programme' approach, to allow for individual project budget overruns or savings, per recent reporting to Council.		
	101-411	Redzone Community BMX	Council	Project Complete	Project Complete	Project Complete	Complete	\$ 99,200	\$ 99,200	\$ 7,916	8%	\$ 7,916	-	-	Under Budget (Saving)	Project complete.		
	101-415	Redzone Road Upgrades - Old Recovery component	Council	Project Complete	Project Complete	Construction Underway	Revised	\$ 1,218,825	\$ 1,218,825	\$ 925,053	76%	\$ 925,053	-	\$ 1,218,825	-	\$ 925,053	Under Budget (Exceeded Spend)	Construction underway. Now behind schedule due to Covid-19. Combined project with 101-416 and 101-417. The budget for this project (and others) associated with Norman Kirk Area are having an 'all-of-programme' approach, to allow for individual project budget overruns or savings, per recent reporting to Council.
	101-416	Public Viewing Platform	Council	Design	Project Complete	Design	Revised	\$ 100,000	\$ 100,000	\$ 30,894	13%	\$ 30,894	-	\$ 30,000	-	\$ 30,894	Under Budget (Exceeded Spend)	Design stage underway. Works will be suspended and put on hold due to Covid-19. Project deferred to future year (see of April 2020) - the predicted expenditure is going to be £222,000 for the next financial year.
	101-418	Herald Forest	Council	Construction Underway	Construction Underway	Construction Underway	Revised	\$ 133,000	\$ 138,000	\$ 96,473	73%	\$ 96,473	\$ 130,000	\$ 38,429	-	-	Under Budget (Exceeded Spend)	Project complete.
	101-427	Redzone Rec & Coo Unhinges - South of Carr	Council	Project Complete	Project Complete	Project Complete	Complete	\$ 204,000	\$ 204,000	\$ 182,108	89%	\$ 182,108	-	-	-	-	Under Budget	Project on hold pending land swap project conclusion first. The full programme is now live (April 2020) to go to 21/22 year.
	101-428	Redzone Rec & Coo Unhinges - Fiddicks Dam & Land Swap	Others	Not Started	Project Complete	Investigations	Revised	\$ 20,000	\$ 20,000	\$ -	0%	-	-	\$ 20,000	-	-	Under Budget (Exceeded Spend)	Design work not yet started due to resource constraints. This also covers work not agreed for Council for budget contained in January 2020.
	101-429	Redzone Rec & Coo Unhinges - Pinst Beach Entrance	Council	Design	Project Complete	Design	Revised	\$ 117,000	\$ 117,000	\$ 313	0%	\$ 313	-	\$ 117,000	-	-	Under Budget (Exceeded Spend)	Design work not yet started. To commence in mid 2020.
	101-430	Redzone Rec & Coo Unhinges - The Oaks	Council	Not Started	Construction Underway	Design	Revised	\$ 4,000	\$ 4,000	\$ -	-	-	-	\$ 4,000	-	-	Under Budget (Exceeded Spend)	Design work not yet started. To commence in mid 2020.
101-431	Redzone Rec & Coo Unhinges - Knapgar South Rural	Council	Tender	Construction Underway	Design	Revised	\$ 78,000	\$ 78,000	\$ 144	0%	\$ 144	-	\$ 78,000	-	\$ 144	Under Budget (Exceeded Spend)	Design work not yet started. To commence in mid 2020.	
101-433	Knapgar East Sports Fields - General & Bulk Earthworks	Council	Project Complete	Construction Complete	Project Complete	Complete	\$ 1,650,000	\$ 1,650,000	\$ 1,469,565	91%	\$ 1,292,540	-	-	-	-	Under Budget	Works complete. Budget overruns offset by under-runs on other projects associated with Norman Kirk Area. The budget for this project (and others) associated with Norman Kirk Area are having an 'all-of-programme' approach, to allow for individual project budget overruns or savings, per recent reporting to Council.	
101-434	Knapgar East Sports Fields - Roving Relief turf	Others	Project Complete	Project Complete	Project Complete	Complete	\$ 318,800	\$ 318,800	\$ 376,344	119%	\$ 376,344	-	-	-	-	Over Budget	Works complete. Note: The budget for this project (and others) associated with Norman Kirk Area are having an 'all-of-programme' approach, to allow for individual project budget overruns or savings, per recent reporting to Council.	
101-435	Knapgar East Sports Fields - Softball	Council	Construction Complete	Project Complete	Construction Underway	Revised	\$ 743,300	\$ 743,300	\$ 33,774	5%	\$ 33,774	-	\$ 743,300	-	\$ 33,774	Under Budget (Exceeded Spend)	Construction underway. Behind schedule. Note: The budget for this project (and others) associated with Norman Kirk Area are having an 'all-of-programme' approach, to allow for individual project budget overruns or savings, per recent reporting to Council.	
101-436	Knapgar East Sports Fields - Carpark	Council	Project Complete	Construction Complete	Construction Underway	Revised	\$ 551,760	\$ 551,760	\$ 504,524	91%	\$ 504,524	-	\$ 551,760	-	\$ 504,524	Under Budget	Project forecast to go over budget due to water seeping into basin. POC project has been suspended until further notice.	
101-437	Knapgar East Sports Fields - Changing Rooms	Council	Construction Complete	Construction Complete	Construction Underway	Revised	\$ 878,650	\$ 878,650	\$ 159,724	18%	\$ 159,724	-	\$ 878,650	-	\$ 159,724	Under Budget (Exceeded Spend)	Project forecast to go over budget due to water seeping into basin. POC project has been suspended until further notice.	
101-438	Knapgar East Sports Fields - Irrigation	Council	Construction Complete	Construction Complete	Construction Complete	Complete	\$ 340,400	\$ 340,400	\$ 225,639	16%	\$ 225,639	-	-	-	-	Over Budget	Project forecast to go over budget due to water seeping into basin. POC project has been suspended until further notice.	
101-439	Knapgar East Sports Fields - General Landscaping & Storage & Lighting	Council	Construction Underway	Construction Underway	Construction Underway	Revised	\$ 289,460	\$ 289,460	\$ 28,473	10%	\$ 28,473	-	\$ 289,460	-	\$ 28,473	Under Budget (Exceeded Spend)	Tendering complete. Construction now Q1 2021. Note: The budget for this project (and others) associated with Norman Kirk Area are having an 'all-of-programme' approach, to allow for individual project budget overruns or savings, per recent reporting to Council.	
101-441	NMCA Park Development & Enabling	Others	Not Started	Project Complete	Design	Revised	\$ 50,000	\$ 50,000	\$ 49	0%	\$ 49	-	\$ 49,051	-	-	Under Budget (Exceeded Spend)	Development works and design not yet started. Still in early scoping and MCA discussions with NMCA (via Business & Centres team). Programme works behind schedule. Now led by Damage team. Discussions ongoing with adjacent property owner.	
101-442	Land Swap Knapgar East	Others	Not Started	Investigations	Investigations	Revised	\$ 15,000	\$ 15,000	\$ -	0%	-	-	\$ 15,000	-	-	Under Budget (Exceeded Spend)	Works behind schedule. Now led by Damage team. Discussions ongoing with adjacent property owner.	
101-396	Redzone Road Upgrades - Low Cost Low Rise component - Charles & Council	Others	Project Complete	Project Complete	Construction Underway	Revised	\$ 627,821	\$ 627,821	\$ 508,013	81%	\$ 508,013	-	\$ 627,821	-	\$ 508,013	Under Budget	Construction underway. Now behind schedule due to Covid-19. Combined project (and others) associated with Norman Kirk Area are having an 'all-of-programme' approach, to allow for individual project budget overruns or savings, per recent reporting to Council.	

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: 200921124980 / DDS-06-05-01-30-01

REPORT TO: Council

DATE OF MEETING: 6 October 2020

FROM: Trevor Ellis – Development Planning Manager
Cameron Wood – Principal Policy Analyst

SUBJECT: Notification of Private Plan Change 30 – Ravenswood Developments Ltd

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



Department Manager



Chief Executive

1. SUMMARY

- 1.1 This purpose of this report is to request approval to notify Private Plan Change 30 (the plan change) to the operative Waimakariri District Plan. The plan change proposes to:
- a. Rezone approximately 12.8ha as Business 1 (Town Centre Zone) within Ravenswood at North Woodend and provide statutory recognition for such as a Key Activity Centre (KAC), with the stated intent of facilitation some 35,000m² gross floor area (GFA) of core retail¹ activities;
 - b. Amend Outline Development Plan (ODP) Map 158 and associated urban zoning (residential and business) to resolve the inconsistencies between the patterns of existing and consented land use and the now obsolete ODP and provide the zoned Business 1 area as above;
 - c. Insert new Outline Development Plan – ‘Structuring Elements for Ravenswood Commercial Area’;
 - d. Amendments to Objective 15.1.2 to insert reference to Ravenswood as a KAC.
 - e. Insert new Policy 18.1.1.12 – ‘principles for the development of a new Town Centre at Ravenswood’;
 - f. Insert Rule 31.23.4 to require consent for any new building within the Business 1 zoned land within the Ravenswood KAC as a restricted discretionary activity.
 - g. Miscellaneous amendments to definitions, environmental results anticipated, issues, explanations and reasons (for rule) to align with the above.
- 1.2 The proponent of the plan change is Ravenswood Developments Limited. The plan change is a privately initiated change to the operative Waimakariri District Plan. As a private plan change, the Council has the option to adopt the request as its own plan change, accept

¹ Core retail would be defined as a combination of general merchandise / comparison retail, and supermarkets. It does not include commercial services (i.e. banks and hairdressers), commercial offices or Trade Suppliers.

the request for notification, treat the request as a resource consent, or reject the request (on certain grounds).

- 1.3 A Section 32 analysis, required under the Resource Management Act 1991 (RMA), has been prepared by the proponent to ascertain the most appropriate way for the District Plan to address the issues of managing potential or actual adverse environmental effects relating to the rezoning of land, and application of the KAC notation and associated provisions.
- 1.4 This report seeks the approval of the Council to accept the request and to notify the plan change. Upon approval, staff will publicly notify the plan change in accordance with the requirements of the First Schedule of the RMA.
- 1.5 It is important to note that a decision to accept the request does not infer any support or otherwise of the plan change and is simply a procedural step to begin the process of notification.

Attachments:

- i. Plan Change 30 – Application and associated material
- ii. Existing and Proposed Outlined Development Plan Map 158
- iii. RCP030 Updated Plan Change Request Ravenswood - Haines

2. **RECOMMENDATION**

THAT the Council:

- (a) **Receives** report No. 200921124980.
- (b) **Accepts** the plan change request from Ravenswood Developments Limited (as numbered PC 30) in accordance with clause 25(2) (b) of Schedule 1 of the Resource Management Act 1991 as lodged on 3 July 2020, and superseded in response to further information requested (included information dated 28 August 2020), as subject to any further relevant information received prior to the notification of Plan Change 30.
- (c) **Directs** staff to notify the Plan Change 30 by 30 October 2020.
- (d) **Notes** that this decision is procedural and does not signal support or otherwise for Plan Change 30.
- (e) **Notes** that Council lodge a submission seeking jurisdiction (scope) in relation to the following matters
 - i. Mechanisms – including changes to objectives, policies and rules inclusive of the ODP for the Ravenswood Commercial Area.
 - ii. Scale of the proposed KAC/Business 1 zone, and /or staging and sequencing in relation to commercial activity provision.
 - iii. A more accurate ODP will be sought to implement the intent of the Plan Change.
 - iv. Suggested text changes to objectives, policies and rules to improve legibility, clarity and use of concise language.
- (f) **Delegates** the Mayor and Chair of the District Planning and Regulation Committee (Cr Barnett) to signoff any Council submission on Private Plan Change 30.
- (g) **Notes** that a report on any Council submission will be brought to the next available Council/Committee meeting for ratification.

- (h) **Circulates** this report to the Woodend-Sefton Community Board for its information.

3. **BACKGROUND**

- 3.1 The request primarily relates to rezoning of approximately 12.8 ha of land on the eastern edge of the Ravenswood development from a combination of Residential 6a/Business 1 and Business 2 zoning to Business 1 zone.
- 3.2 The intent of the request is twofold:
- Provide statutory recognition within the District Plan of the rezoned land as the KAC for Woodend/Pegasus, with the stated intent of facilitating approximately 35,000m² GFA of core retail² activities; and
 - Amend ODP Map 158 to resolve the inconsistencies between the patterns of existing and consented land use and the now obsolete ODP and provide for the zoned Business area as described in 3.2(a).
- 3.3 The request relates to the north-eastern component of the Ravenswood development area as identified in Map A of the Canterbury Regional Policy Statement (CRPS) and within the District Plan. The request relates to that area adjoining Wards Road to the north and State Highway 1 / Main North Road to the east, with Woodend to the south (Figure 1).



Figure 1: Location of rezoning. Note that the amendments sought to ODP 158 extend beyond this area shown in red.

- 3.4 The request for a KAC notation to be applied to a rezoned Business 1 area, stems from a combination of:
- Provisions within the CRPS, including Map A, Objective 6.2.1(2), Policy 6.3.1(2); and Objective 6.2.5; and
 - The Waimakariri District Development Strategy (Waimakariri 2048) which states:

² Core retail would be defined as a combination of general merchandise / comparison retail, and supermarkets. It does not include commercial services (i.e. banks and hairdressers), commercial offices or Trade Suppliers.

Confirm the Woodend/Pegasus Key Activity Centre at a location within the business area at North Woodend (Ravenswood) through the District Plan Review (up to 5ha) if good town centre outcomes are able to be achieved³.

- 3.5 Application of the KAC notation elevates the statutory role and function of the rezoned Business 1 zoned area. Affording recognition under the CRPS as the third key focal point within the District with the same statutory status as the Rangiora and Kaiapoi Town Centres under the District Plan.
- 3.6 Under the operative Waimakariri District Plan (November 2005) the request area is zoned 'urban', as zoned Business 1, Business 2, Residential 6 and 6A. Development within the area is also subject to ODP Map 158 which sets out the zoning, infrastructure and servicing connections to integrate with anticipated land use.
- 3.7 The request area is also contained within the Growth Management 'Projected Infrastructure Boundary' and outlined in the operative District Plan and the CRPS.
- 3.8 The Ravenswood area was introduced into the District Plan through Private Plan Changes 5 and 7 (March 2012) and was also identified as a priority housing rezoning area promulgated under the Land Use Recovery Plan (2013)⁴.
- 3.9 The Ravenswood development is underway and is currently partially developed, and subject to several land use and regional consents, as well as 'as engineering design 'as built' plans for roading infrastructure and services.
- 3.10 Commercial developments established in the Business 2 zoned land include:
 - a. Constructed BP and Gull service stations, and McDonalds;
 - b. Consented New World and Childcare; and
 - c. Consented, as yet to be developed 24 tenancy retail and food and beverage precinct.
- 3.11 Those commercial developments were facilitated in part by the transfer (via resource consent) of commercial yield from a pocket of centrally located Business 1 zoned land (village centre).
- 3.12 Industrial development and associated roading is also being established in the operative Business 2 zoned area fronting Bowmaker Crescent and Lilburne Street.
- 3.13 A number of residential units and established roading connections have been recently developed to the south west of the Ravenswood ODP area, fronting Bob Robertson Drive, Clegg Street and Shripton Avenue.
- 3.14 As identified in the request application, the North Woodend ODP, being Map 158, (and associated zoning) has lost its integrity which is sought to be overcome by the request.
- 3.15 The proposed rezoning of land to Business 1 and KAC notation is 12.8ha. The application purposefully avoids any imposition of limits on commercial floorspace, staging or sequencing of commercial or office floorspace. A rudimentary commercial ODP 'Ravenswood Commercial Area' is provided which encapsulates some 25ha extending to the proposed Business 2 (industrial) zoning.
- 3.16 The Private Plan Change was lodged with Council on 3 July 2020. On 30 July 2020, Council (via staff) issued the proponents of the plan change with a request for additional information pursuant to clause 23(1) of Schedule 1 of the RMA. A response to this request was provided back to Council staff on the 28 August 2020.

³ Waimakariri 2048 District Development Strategy, page 33, Figure 10

⁴ LURP (2013) Section 4.2.1, Figure 4

4. **ISSUES AND OPTIONS**

- 4.1. Section 73 of the RMA provides the opportunity for any person to request a change to a district plan and the plan may be changed in the manner set out in the First Schedule of the RMA.
- 4.2. A local authority must consider the request.
- 4.3. The local authority may either accept or adopt the request in part (clause 25(2)), deal with the request as if it were an application for a resource consent (clause 25(3)), or the local authority may reject the request in whole or in part (clause 25(4)).
- 4.4. A request may only be rejected if one of five grounds exist (clause 25(4)(a) to (e)), including that the substance of the request has been considered in the last two years, the plan has been operative for less than two years, or that the request does not constitute 'sound resource management practice'.
- 4.5. Clause 27(1) creates a right of Appeal to the Environment Court, against a decision to reject the request under clause 23(6) or clause 25(4).
- 4.6. There remain concerns as to information sufficiency from the proponent, specifically as these relate to the scale of the KAC, staging and sequencing of retail and office yield, and efficacy of provisions (rules and ODP) in relation to the urban design and formation of the KAC.
- 4.7. These fall into the category of the merits of the proposition, rather than a failure of the application to achieve the somewhat nebulous threshold of 'sound resource management practice'. Council staff will continue to work with the proponent to obtain additional clarity prior to notification.
- 4.8. The primary options are therefore to accept or reject the request.
- 4.9. There are limited grounds for rejecting a Plan Change, as follows –
 - (a) Under Clause 23 a proponent has declined to provide the further information requested.
 - (b) Under Clause 25(4):
 - i. The request or part of the request is frivolous or vexatious; or
 - ii. Within the last 2 years the substance of the request has been considered by the Council or Environment Court;
 - iii. The request or part of the request is not in accordance with sound resource management practice; or
 - iv. The request or part of the request would make the plan inconsistent with Part 5 (of the Act); or
 - v. The plan has been operative for less than 2 years.
- 4.10. The merits of the plan change are not particularly relevant at this stage of the process, apart from a 'coarse scale merit assessment'⁵ as to a determination as to whether the request would offend 'sound resource management practice'.
- 4.11. Clause 25 is an administrative decision to accept the request for processing. The Council does not need to have formed a view on the merits of the request, nor does it need to

⁵ Malory Corporation Limited vs Rodney District Council CIV-2009-404-004472 [95]

agree with the independent expert assessment of the environmental effects, or be satisfied that all possible information has been provided that will assist with a substantive decision on the Plan Change.

Is the request frivolous or vexatious- Clause 25(4)(a)?

- 4.12. The request is neither frivolous nor vexatious. The Plan Change request seeks to overcome integrity issues associated with the existing land uses, consents and an outdated ODP in the Plan, as well as confirm and delineate a Ravenswood (North Woodend) KAC which is signalled in broad strokes in the CRPS and Waimakariri 2048 District Development Strategy.

Has the substance been considered in the last two years – Clause 25 (4)(b)?

- 4.13. The 'substance' of this plan change has been considered by the Council recently, through the Waimakariri District Development Strategy (2018). That document does not foreclose the opportunity for the proponents of the request, but it could be argued facilitates such a request.
- 4.14. However, as the District Development Strategy was developed under the Local Government Act 2002, the subject matter of this Plan Change has not been considered under the RMA by either Council or the Court, therefore this provision does not apply as a valid reason to reject the plan change.

Does the request accord with 'Sound Resource Management Practice' - Clause 25(4) (c)

- 4.15. The term 'sound resource management practice' is undefined. Case law has identified that for the phrase to be given any coherent meaning it must be tied to the Act's purpose and principles. This should be limited to only a coarse scale merits assessment, and also in relation to the methods, techniques and timing of the request.
- 4.16. This request is straightforward as to its purpose. The proponents are seeking to rezone an area as Business 1 and KAC, as well as resolve inconsistencies between the existing operative ODP Map 158 and the real world development and established consents for the area. What is being sought, the plan provisions and framework are able to be reasonably understood by a member of the public.
- 4.17. Clause 25(4) (c) provides Council with an exercise of discretion to undertake a coarse level assessment of whether the Act's purpose and principles would be achieved, the following is noted:
- a) each of the above matters relate to questions of merit, appropriate mechanism or application. There remain opportunities through the notification, submissions and hearing of the Plan Change to alleviate information gaps which remain material in the context of a substantive assessment of the request including submissions and evidence at a substantive hearing.
 - b) whether 'sound resource management practice' was not achieved would be certain were the request **clearly contrary** to the objectives and policies of higher order planning documents (CRPS and operative District Plan). In this instance, the higher order documents recognise the role and placement of a KAC in this location, with the intention of improving the integrity of the operative ODP clearly representing sound resource management practice.

- 4.18. It is considered that the request cannot be rejected assuming a high, and largely merit driven, threshold as to what would therefore constitute 'sound resource management practice'.

The request or part of the request would make the plan inconsistent with Part 5 (of the Act);

- 4.19. Part 5 of the RMA enables the preparation of standards, policy statements and plans. Accordingly, the Council must be satisfied that the request does not render a plan inconsistent with the provisions of the RMA that govern their formation.
- 4.20. The request includes a brief consideration of the respective provisions, albeit Section 5.4 of the request excludes reference to the more appropriate provisions in Chapter 6 of the CRPS. The lodgement of the request cannot be said to conflict, in terms of process, with Part 5 of the Act.

Summary – Clause 25 (4)

- 4.21. Overall, it is considered that there are no reasonable planning grounds to reject the request under Clause 25(4) of the First Schedule of the RMA.

Clause 25(2) (a) and (b) Adopt or Accept the Request

- 4.22. If the request is not to be rejected, this clause allows the Council to either adopt the request as its own plan change and process it accordingly; or accept it to process as a private plan change.
- 4.23. It is not considered appropriate for the Council to adopt the request as its own. This is primarily due to the Council then needing to absorb the associated costs of processing. In addition, Section 7 of the Application (Section 32 Evaluation) explicitly identifies that the request be accepted by the Council in terms of the 'strategic approach'⁶ for pursuing the outcomes sought in the request.
- 4.24. There are implications, particularly in terms of costs – associated with a decision to accept the request. This means that all processing costs are to be incurred by the proponent.
- 4.25. Accepting the request also allows for a more robust testing of the Plan Change, and for Council to remain neutral, which is especially important given the promulgation of the District Plan review.
- 4.26. Therefore, Council staff recommend that Council accepts this Plan Change for notification.
- 4.27. The Management Team have reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Groups and Organisations / Wider Community

Section 8 of the request outlines the consultation process undertaken by the proponents. This includes:

- Waimakariri District Council Officers.

⁶ Application Request – 7.3.11

- Tangata Whenua, including a meeting on 4 August 2020 between Mr Paul Croft (Director, RDL) with Ms Joan Burgman at Tuahiwi Marae.
 - NZ Transport Agency, which is understood to be ongoing.
 - Adjoining landowners within the wider Ravenswood block subject to ODP Map 158.
- 5.2 The Council strategy identifies the potential formation of a KAC at Ravenswood which has provided a signpost to the wider public and facilitated non-statutory consultation on commercial development in this area.
- 5.3 Discussions with Council Officers on a range of matters have occurred from January 2020 and are on-going; a number of the issues raised have been addressed in additional correspondence from the proponent. There remain a number of omissions, or additional detail that should be required for a substantive decision.
- 5.4 Upon public notification of the plan change, the wider community will be able to submit on the plan change through the submission and further submission process under the requirements of the First Schedule of the RMA. A hearing will then be required for a hearing panel or commissioner to make a decision on the plan change.

6. **IMPLICATIONS AND RISKS**

6.1. **Financial Implications**

- 6.1.1. The financial considerations differ depending on how Council decides to process this request. Council will bear some costs, although direct staff time and consultant costs will be carried by the proponent (see below).

Reject the Plan Change

- 6.1.2 Should the Council reject the request under clause 25(4), the applicant is able to appeal that decision in the Environment Court pursuant to clause 27(1) of the Act. An appeal process would be costly regardless of the outcome. Costs cannot be predicted accurately, as there is limited case law relating to the rejection of a request.

Accept the Plan Change

- 6.1.3 Should the Council accept and notify the request there will be no direct costs to the Council, as all 'fair and reasonable' costs are recoverable from the proponent.

Adopt the Plan Change

- 6.1.4 Should the Council adopt the request as its own Plan Change, then the Council will need to absorb all of its own costs and the hearing costs. Considering the issues of concern, these costs could be considerable. Adoption would also place the Development Planning Unit under additional pressure given the current District Plan review process.

6.2. **Community Implication**

There are no direct community implications at this time, as the requested approval is limited to beginning the process of notifying the plan change for public consultation and submissions.

6.3. **Risk Management**

Notification of the plan change does not affect Council's risk profile.

6.4. **Health and Safety**

There are not health and safety matters to consider in this report.

7. **CONTEXT**

7.1. **Policy**

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

7.2. **Legislation**

Schedule 1 of the Resource Management Act 1991 applies in relation to the preparation of changes to the District Plan:

Local authority to consider request

(2) The local authority may either—

- (a) adopt the request, or part of the request, as if it were a proposed policy statement or plan made by the local authority itself and, if it does so,—*
 - (i) the request must be notified in accordance with clause 5 or 5A within 4 months of the local authority adopting the request; and*
 - (ii) the provisions of Part 1 or 4 must apply; and*
 - (iii) the request has legal effect once publicly notified; or*
 - (b) accept the request, in whole or in part, and proceed to notify the request, or part of the request, under clause 26.*
- (3) The local authority may decide to deal with the request as if it were an application for a resource consent and the provisions of Part 6 shall apply accordingly.*
- (4) The local authority may reject the request in whole or in part, but only on the grounds that—*
- (a) the request or part of the request is frivolous or vexatious; or*
 - (b) within the last 2 years, the substance of the request or part of the request—*
 - (i) has been considered and given effect to, or rejected by, the local authority or the Environment Court; or*
 - (ii) has been given effect to by regulations made under section 360A; or*
 - (c) the request or part of the request is not in accordance with sound resource management practice; or*
 - (d) the request or part of the request would make the policy statement or plan inconsistent with Part 5; or*

- (e) *in the case of a proposed change to a policy statement or plan, the policy statement or plan has been operative for less than 2 years.*
- (5) *The local authority shall notify the person who made the request, within 10 working days, of its decision under this clause, and the reasons for that decision, including the decision on notification.*

7.3. Community Outcomes

GOVERNANCE

Effect is given to the principles of the Treaty of Waitangi

- The Council in partnership with Te Ngāi Tūāhuriri Rūnanga, continue to build our relationship through mutual understanding and shared responsibilities.

There are wide ranging opportunities for people to contribute to the decision making that effects 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.

PLACES AND SPACES

The distinctive character of our takiwā – towns, villages and rural areas is maintained

- The centres of our towns are safe, convenient and attractive places to visit and do business

SERVICES

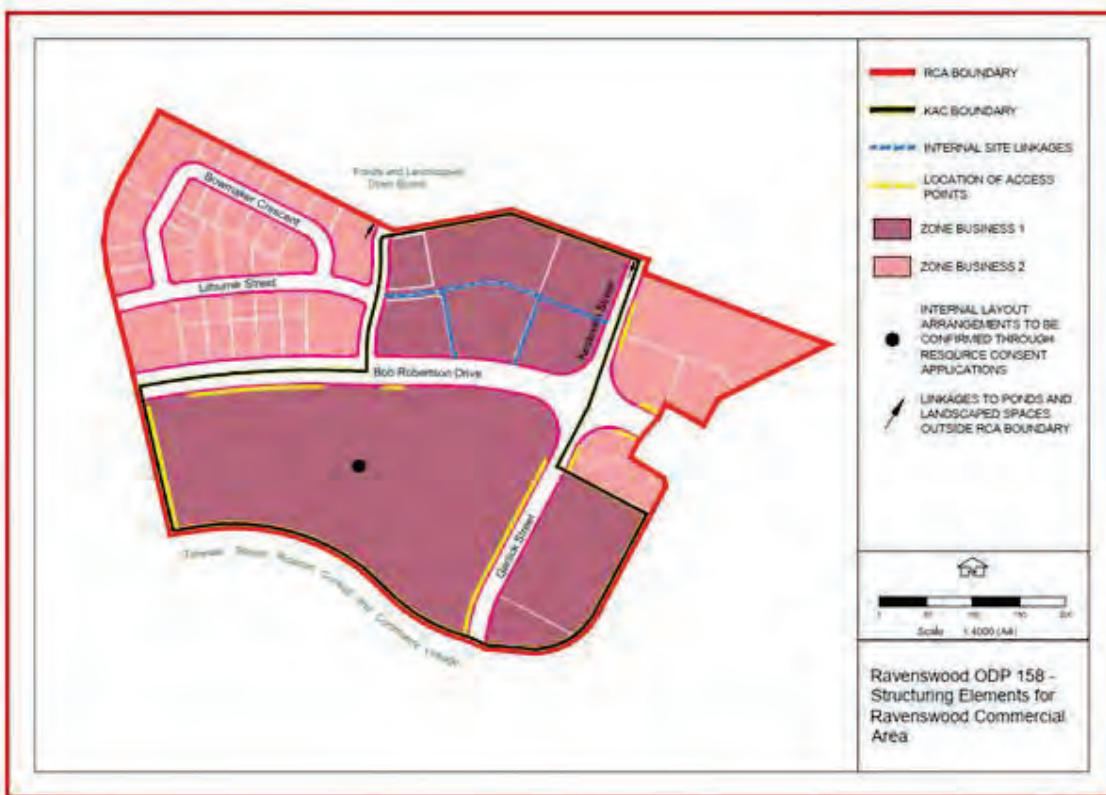
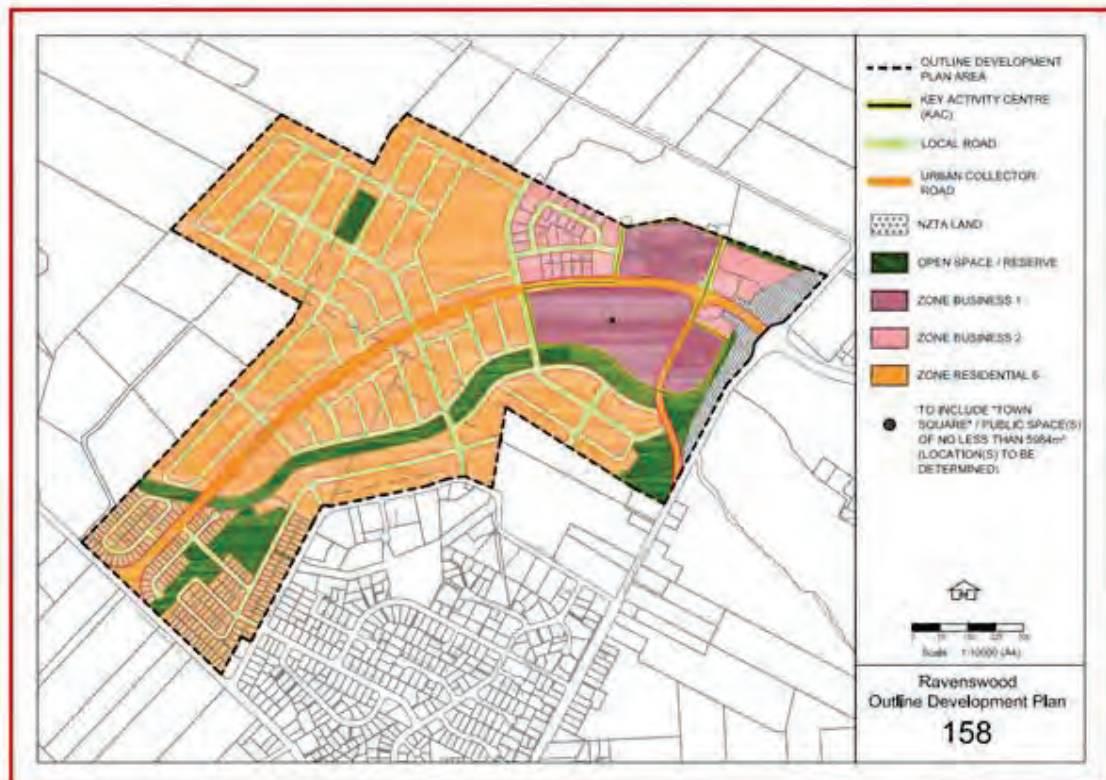
Businesses in the District are diverse, adaptable and growing

- There are sufficient and appropriate places where business are able to set up in our District.

7.4. Delegations

- 7.4.1. The Council can approve notification of plan changes.
- 7.4.2. Council Officers are concerned as to technical aspects of this plan change, however these are able to be evaluated through the substantive hearing process via a Council submission. These concerns relate to:
- a) Costs to the District's community associated with scale of the proposed KAC, and / or in the absence of provisions in relation to appropriate staging and sequencing.
 - b) Prescriptive provisions within the plan change relating to implementation of an Outline Development Plan for the proposed KAC in conjunction with requirements around 'key structuring elements' and rules; and
 - c) Increased legibility, clarity and use of concise language in terms of the provisions to be inserted or amended.
- 7.4.3. The purpose of the Council providing a submission to the plan change, should not be considered as a pre-emptive determination of the appropriateness, or otherwise of the plan change. The submission would ensure jurisdiction (scope) for necessary changes to be made at the substantive hearing.
- 7.4.4 Council staff will draft the submission on behalf of Council and seek approval at the next appropriate Council or District Planning and Regulation Committee meeting.

PROPOSED NEW OUTLINE DEVELOPMENT PLAN 158



HAINES

PLANNING

Ravenswood Developments Limited

Ravenswood Town Centre and Key Activity
Centre, Northern Christchurch

Private Plan Change Request

VOLUME 1 OF 2

28 August 2020

AUTHORISATION			
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ATTACHMENTS

- Attachment 1: Letter from Ravenswood Developments Ltd
- Attachment 2: Table of Existing and Proposed Land Use and Zoning Scenarios
- Attachment 3: Requested Changes to the Waimakariri District Plan

ANNEXURES (VOLUME 2 OF 2 SPECIALIST REPORTS)

- Annexure 1: Economic Assessment, Insight Economics
- Annexure 2: Integrated Transport Assessment, Stantec New Zealand
- Annexure 3: Landscape/Visual Impact Assessment, Rough & Milne
- Annexure 4: Infrastructure Assessment Report, Davis Ogilvie & Partners

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1.0 INTRODUCTION

- 1.1.1 This private plan change request ('PPCR') is made by Ravenswood Developments Limited ('RDL') pursuant to s73(2), and Schedule 1 (Part 2) of the Resource Management Act 1991 ('RMA' or 'the Act').
- 1.1.2 The PPCR proposes changes to the provisions in the Waimakariri District Plan ('WDP') to enable and facilitate the development of a town centre within the rapidly developing settlement of Ravenswood, on land identified as the Ravenswood Commercial Area in Figure 1 ('the Site').
- 1.1.3 Currently, the Site has a mix of residential (Residential 6 and Residential 6a) and commercial (Business 1 and Business 2) zones under the WDP. The PPCR seeks to rezone the Site to Business 1 and Business 2, and to identify it as a Key Activity Centre ('KAC').
- 1.1.4 In accordance with s32(6) of the RMA and for the purposes of this report,
- the 'proposal' means the PPCR.
 - the 'objectives' mean the purpose of the proposal/PPCR.
 - the 'provisions' mean the proposed changes to the WDP that implement or give effect to the purpose of the PPCR.
- 1.1.5 The purpose (the objective) of the PPCR is to enable and facilitate the development of a modern, master planned town centre and Key Activity Centre to support the growth of Ravenswood, the nearby settlements of Woodend and Pegasus, and the retail and commercial needs of the wider Waimakariri District.



Figure 1: Ravenswood Commercial Area

2.0 BACKGROUND & REASONS FOR PRIVATE PLAN CHANGE REQUEST (PPCR)

2.1 Background

2.1.1 Canterbury Regional Policy Statement (CRPS) directs that Ravenswood be a Key Activity Centre (KAC) within the Greater Christchurch area. The Key Activity Centre status and nomenclature originates from the Land Use Recovery Plan (LURP) implemented in December 2013 under s24(1)(c) of the Canterbury Earthquake Recovery Act 2011. This directed changes to the resource management documents of the Greater Christchurch area, notably Chapter 6 Recovery and Rebuilding of Greater Christchurch of the Regional Policy Statement.

2.1.2 One of the key directions of the LURP placed a rebuilding imperative on the key commercial and community clusters in the greater Christchurch area, these being the KACs which, in Waimakariri District, include the existing main centres of Rangiora and Kaiapoi. Key Activity Centres are defined as:

“Commercial centres identified as focal points for employment, community activities, and the transport network; and which are suitable for more intensive mixed-use development”.

2.1.3 The Canterbury Regional Policy Statement also identified the “Woodend-Pegasus” location as the venue for the Waimakariri District’s third KAC in 2013. The Waimakariri District Council subsequently confirmed the Ravenswood location in 2017 but has not changed the WDP to give effect to the RPS¹. Additionally, Waimakariri District Council has yet to comply with the Canterbury Earthquake Recovery Act 2011 (now superseded by the Greater Christchurch Regeneration Act 2016) by not giving effect to LURP Action 26 regarding a third KAC. This PPCR acknowledges that the new Ravenswood Town Centre needs to be planned at a scale commensurate with its status as a KAC, in order to give effect to the LURP and RPS.

2.1.4 It is considered that the Ravenswood Town Centre location is ideally suited as a focal point for employment, commercial activities and more intensive mixed-use development owing to its relationship with the transport network. Situated immediately next to State Highway 1 and the proposed SH 1 Woodend (“motorway standard”) By-pass, the Town Centre has the ability to grow to a sustainable size.

2.1.5 The Town Centre is also well connected to Rangiora and Kaiapoi by the District’s arterial road network. This creates a “triangle” of KAC’s which, in combination,

¹ A 2 May 2017 report by Market Economics prepared for the Council concluded that the most appropriate place for the KAC to establish was “centered on the proposed commercial development in the Ravenswood subdivision, at the entrance to Ravenswood off State Highway 1” (p.11).

enable the people and communities of the Waimakariri District ("the District") to provide for their social, economic, and cultural wellbeing.

2.1.6 The Site's attractiveness has already been recognised by the market, and the first stage of the new Town Centre has already been heralded through the granting of consents for:

- An overview of the original Ravenswood plan changes.
- BP (constructed) and Gull service stations on opposite sides of the main entrance road.
- A McDonalds restaurant (constructed);
- A New World supermarket (construction proposed 2020)
- A 24 - tenancy retail and food and beverage precinct (construction proposed 2020); and
- A Childcare centre (construction proposed TBC)

2.1.7 The below Masterplan (Figure 2) shows the location of the Stage 1 Town Centre development in red and orange, together with the residential development uptake to the southwest of the Town Centre. It also shows Lots 203 and Lot 11, which provide opportunity for contiguous and integrated expansion of the Town Centre.

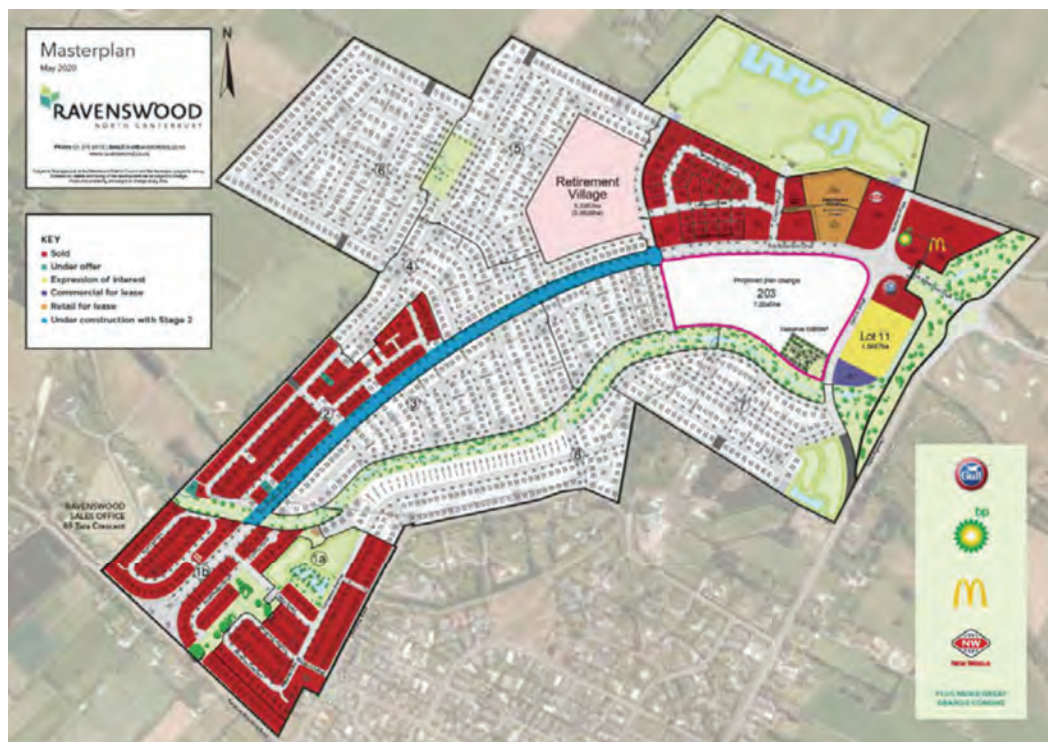


Figure 2: Ravenswood Masterplan

- 2.1.8 This first stage of development (mostly north of Bob Robertson Drive) responds to the existing and proposed growth in the Woodend – Pegasus “arc”, and particularly the rapid uptake of residential development within Ravenswood itself.
- 2.1.9 The Requester confirms that they continue to field on-going enquiries to establish in the emergent Town Centre, with discussions involving several prospective tenants, including national banner retailers (refer **Attachment 1**). This reinforces the proposition that Ravenswood is destined to become a major commercial node for the District, as envisaged by recent work for the Council that identified it as the best location to accommodate the District’s third KAC.
- 2.1.10 In order to determine the most appropriate size of the Town Centre, commensurate with its KAC status, the Requester engaged Insight Economics to undertake an up-to-date economic assessment of the predicted growth in retail demand across the Waimakariri District².
- 2.1.11 The economic assessment profiled the local neighbourhood noting that its population is set to increase at a much faster rate than the District average. The new Ravenswood Town Centre can therefore be expected to provide employment opportunities for residents in the growing Woodend-Pegasus arc, as well as wider afield in the District.
- 2.1.12 The assessment also estimates that, as population grows and spending increases, supportable core retail floorspace across the District may increase by just over 71,000m² GFA. The Ravenswood Town Centre rezoning proposal seeks to provide for approximately 34% of this demand-driven growth over a 30-year planning horizon, applying the 15% competitiveness margin of the National Policy Statement on Urban Development. It does so by the proposed re-zoning of land within the Town Centre, comprising a combination of Business 1 and Business 2 zones to enable approximately 35,000m² GFA of core retail activities. This includes the abovementioned consented retail activities which already total 7416m² GFA. Put another way, the PPCR seeks to enable additional core retail of 27,890m² GFA. The supportable core retail floorspace across the District is also available to Rangiora and Kaiapoi as the District’s other two KAC’s.
- 2.1.13 The proposed zoning arrangement is shown below (Figure 3) in the Outline Development Plan for Ravenswood.

² The Council – adopted planning horizon for such growth matters is 30 years. However, Statistics New Zealand data only extends for 23 years (2043), thus adds inherent conservatism to the Insight Economics assessment when applied to a 30-year planning horizon.

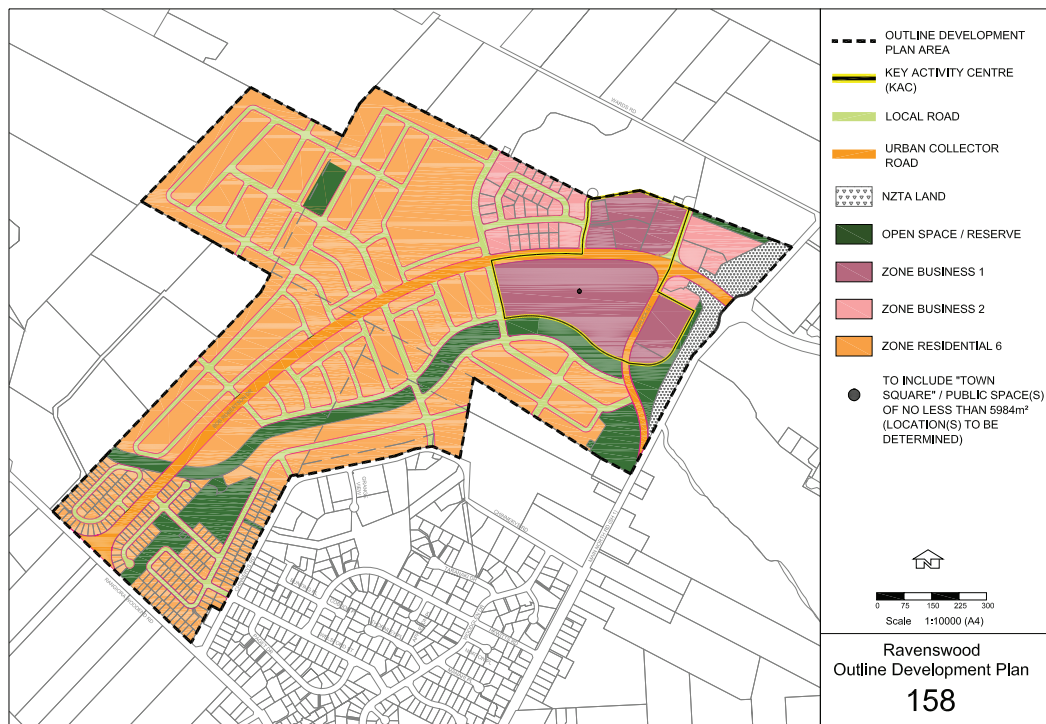


Figure 3: Proposed Ravenswood Outline Development Plan

2.1.14 The Table at **Attachment 2** sets out in detail the activities already consented under the current District Plan zoning arrangements (Scenario 1) and under the proposed zoning sought by the Requester (Scenario 2). It confirms that:

- a) The Key Activity Centre will cover an area of 12.8ha (excluding roads), which compares with 29.9ha and 13.0ha for the Rangiora and Kaiapoi KAC's (including roads) respectively, and
- b) Under the proposed rezoning, Ravenswood will be enabled to provide up to 39% of the growth in core retail demand across the district.

2.1.15 The economic assessment also confirms that:

- a) The District has very low levels of employment self-sufficiency (fewer jobs per working age resident than most other territorial authorities in New Zealand; and
- b) Forty percent of all retail spending, overall, across the District currently leaks out.

2.1.16 Set against this background, the proposed re-zoning of Ravenswood, offers a significant opportunity for the District to improve its self-sufficiency in both employment and retail spending, while also recognising the shared growth opportunities across the District's three KAC's.

2.2 Reasons for PPCR

- 2.2.1 Under the WDP, the commercial and industrial sections north of Bob Robertson Drive are currently zoned Business 2. A small area of Business 1 zoned land, akin to a “village centre” or “neighbourhood centre” in scale, is located across part of Lots 203 and 11. However, the quantum of the allocated Business 1 land has been transferred, through a resource consent to Lots 13 and 14 (and an encumbrance registered on the donor Lot 11). There has not been a transfer of Business 2 Zone entitlements in return, although the encumbrance on the title for Lot 11 acknowledges the WDC’s acceptance, in principle, that this lot can be used for Business 2 purposes subject to any required resource consents being obtained.
- 2.2.2 The need to transfer the allocation of Business 1 zoned land to another area, through a non-complying activity resource consent, illustrates that the North Woodend ODP (and the associated zoning) has lost its integrity whilst arbitrarily interfering with the development and use of the Site. A refreshed ODP which reflects the current subdivision pattern and a fit-for-purpose set of zones is needed. This will provide certainty and guidance to both RDL and the public as to the future form and pattern of development within the Ravenswood commercial area.

3.0 THE PROPOSAL

3.1 PPCR Approach

- 3.1.1 The proposed changes to the WDP text and planning maps are set out within **Attachment 3**. These include a number of material changes and associated consequential changes to update the WDP and ensure internal consistency. These are summarised below.
- 3.1.2 The purpose of the PPCR is to enable and facilitate the development of a modern, masterplanned town centre to support the growth of Ravenswood, the nearby settlements of Woodend and Pegasus, and the retail and commercial needs of the wider Waimakariri District. To this end, the PPCR proposes changes to the WDP as outlined in the following paragraphs.
- 3.1.3 It identifies Ravenswood as a Key Activity Centre, being the third town centre with such status in the District alongside Rangiora and Kaiapoi. This change assists the Waimakariri District Council (WDC) to give effect to the Regional Policy Statement (RPS) Policy 6.3.1 (February 2017) that the urban form of Greater Christchurch include a Key Activity Centre (KAC) for “Woodend/Pegasus” (identified and renamed as Ravenswood). Together with giving effect to the RPS, this change also confirms Ravenswood as the third focal point of employment, community activities, and the transport network in the District, being the preferred location of for more intensive mixed use development.
- 3.1.4 It rezones the Site to Business 1 and Business 2 as shown in Figure 2, in order to function as a commercial and civic centre with a modern masterplanned urban form. This change is commensurate with the KAC status, providing the Site with the necessary zoning for retail and other core commercial activities.
- 3.1.5 It outlines the planning rationale for a new town centre within an area with a growing population and connection to State Highway 1. In explaining the planning reasons for creating Ravenswood, this change recognises the distinctive locational attributes of the Ravenswood KAC (with direct connection to the existing State Highway 1 arterial road and the proposed Woodend Corridor Bypass), which enable it to serve as a focal point for employment, community activities and the transport network. This is facilitated through the masterplanned development of land within the Business 1 Zone.
- 3.1.6 It introduces new rules and design assessment criteria for new buildings and development within the Ravenswood KAC. Differing from, and complementing, the traditional “main street” town centres of Rangiora and Kaiapoi, Ravenswood will have

a modern masterplanned urban form by requiring all new buildings be the subject of resource consent application(s) that are considered against design-related rules and assessment criteria. The design criteria require buildings to provide an attractive interface with streets and open space to maintain pedestrian amenity.

- 3.1.7 It replaces the planning maps, particularly the outdated Outline Development Plan ('ODP') which reflects the proposed rezoning and the Ravenswood KAC (and the subdivision layout for the rest of Ravenswood).
- 3.1.8 It makes consequential administrative changes to the District Plan in a manner that maintains the Plan's integrity. All other existing rules and related provisions of the District Plan, which control the effects of development in relation to transportation, parking, noise, signage, and hazardous substances remain unchanged.

3.2 Summary List of PPCR Changes

- 3.2.1 Identification of Ravenswood as a Key Activity Centre:
 - (a) Changes 1 and 2 to amend the definitions of Key Activity Centre and Ravenswood
 - (b) Changes 5 and 6 acknowledge Ravenswood as one of the three main towns in the District alongside Rangiora and Kaiapoi.
 - (c) Change 7 acknowledges Ravenswood as one of the Key Activity Centres in the District.
 - (d) Change 18 outlines the implementation of the Key Activity Centre status as integral to the function of Ravenswood within the District, having regard to the Regional Policy Statement specifying this status.
- 3.2.2 Rezoning of the Site from Business 1 and Business 2:
 - a) Change 8 adds environmental results to be expected in the Business 1 Zone and rules for Ravenswood, creating a different character of the town centre from Rangiora and Kaiapoi.
 - b) Change 9 adds Ravenswood to the Business 1 zone framework and function.
 - c) Change 11 adds the characteristics of development and activities in Ravenswood.
- 3.2.3 Planning reasons for Ravenswood:
 - (a) Change 14 outlines the planning rationale for implementation of the Business 1 zone at Ravenswood with regard to State Highway 1 and connections to Christchurch.
 - (b) Change 17 creates a policy framework for the zoning and rule changes as sought for Ravenswood, outlining the rationale with regard to location, site characteristics, design principles, and function as a centre of commerce, community, and employment.
- 3.2.4 New planning rules and design-related matters for development at Ravenswood:

- (a) Change 10 includes design principles and assessment matters as the main strategy for managing development of the Ravenswood Town Centre.
- (b) Change 25 distinguishes Ravenswood by excluding it from design rules which apply for the established centres of Rangiora and Kaiapoi.
- (c) Change 26 makes new buildings a discretionary (restricted) activity subject to the design principles and assessment matters for Ravenswood, as contained in the rule.
- (d) Change 27 corresponds with Change 25.

3.2.5 Replacement of planning maps and introduction of structuring elements plan:

- (a) Changes 19 removes outdated provisions related to roads already built.
- (b) Change 30 replaces Outline Development Plan 158 for the subject area to feature proposed zoning.
- (c) Change 31 adds a "Structuring Elements" plan (being part of the Outline Development Plan) for the Ravenswood Commercial Area.

3.2.6 Other consequential changes on the Outline Development Plan consequential to the rezoning include:

- (a) The stormwater management areas and stream realignment area have been removed on the proposed ODP 158 also as the works suggested with these elements have been completed. Proposed ODP 158 shows the Taranaki Stream realigned as it exists within an Open Space/Reserve area, reflecting the value this element has in the spatial layout of Ravenswood. The stormwater management areas are no longer required as a single contiguous stormwater pond area has been created north of the ODP boundary. Part of the stormwater management area is now shown as NZTA Land to reflect the designation over this area.
- (b) Proposed new ODP 158 shows a slightly different roading pattern reflecting the existing road and subdivision layout and an amended roading pattern for the undeveloped area. The new roading layout for the undeveloped area reflects a more urban form with greater intersection density and parallel blocks. This removes a number of cul-de-sac roads and creates a more connected roading pattern. The proposed ODP158 road layout results in three fewer road crossings over the Taranaki Stream, with one of the eastern crossings now built as a pedestrian and cycle bridge.
- (c) The wide shoulder of green space along either side of Bob Robertson Drive has been removed in the proposed ODP 158. This change is due to the distinction given to the Urban Collector Road status of Bob Robertson Drive, which is depicted differently on the new ODP 158
- (d) The Local Reserves shown on the existing ODP158 are now shown as Open Space/Reserve areas on proposed ODP 158. The reconfiguration of these areas illustrates the existing large open space at the southwestern end of the ODP area, while a larger open space area at the northern end is now located with greater street frontage within the block layout, and a new open space area is provided in the southeastern end of the site.

- (e) The proposed new ODP 158 does not have Residential 6a zoning as much of this previously zoned area lies within Lot 203 which is proposed to be rezoned Business 1. The remaining area of Residential 6a located east of Lot 203 and the north-south road is 2.3ha in size, and would not be viable as an area of distinct residential character. Therefore, the Residential 6a zoned land has been proposed to be rezoned either Business 1 or Residential 6.

3.2.7 Consequential “administrative” changes to the District Plan that maintain the Plan’s integrity:

- (a) Change 3 emphasizes Ravenswood in Chapter 3.
- (b) Change 12 shifts town centre status from Pegasus to Ravenswood.
- (c) Change 13 identifies Ravenswood as a key destination in Policy 16.1.1.9.
- (d) Change 16 mentions Ravenswood as a Key Activity Centre and the relationship of this status with residential zoning.
- (e) Changes 20, 21, 22, 23, and 24 ensure consistency with other towns.
- (f) Changes 28 and 29 rename North Woodend to Ravenswood for consistency.

4.0 STATUTORY CONTEXT

4.1 Part 2 of the First Schedule, RMA

- 4.1.1 As noted, the PPCR is made by RDL pursuant to s73(2), and Part 2 of the First Schedule, and of the RMA.
- 4.1.2 Currently, the Ravenswood Commercial Area has a mix of residential (predominantly Residential 6a) and commercial (Business 1 and Business 2) zones under the WDP. The PPCR proposes to rezone the RCA to Business 1 and Business 2 only, and to identify the Business 1 zoned land as a KAC.
- 4.1.3 In summary, the PPCR proposes the followings changes to the WDP:
- (a) Rezone the RCA to Business 1 and Business 2 as shown in Figure 3.
 - (b) Identify the Business 1 zoned land as the Ravenswood KAC, being the third KAC in Waimakariri alongside Rangiora and Kaiapoi.
 - (c) Replace the outdated Outline Development Plan ('ODP') for North Woodend with a new ODP which reflects the proposed rezoning and the Ravenswood KAC (and the approved cadastral pattern for the rest of Ravenswood).
 - (d) Introduce design controls to guide the assessment of new developments within the Ravenswood KAC.
 - (e) Consequential changes to update the WDP and ensure internal consistency.
- 4.1.4 The changes proposed in items (a), (b) and (c) are shown on the updated Ravenswood ODP (Figure 3). Individual changes to the WDP text and maps are set out in the Schedule of Changes (Attachment 3).

4.2 Process Considerations

- 4.2.1 Upon lodgement, the PPCR becomes subject to Clause 25 of the Act's First Schedule, which is set out in full below:

- (1) *A local authority shall, within 30 working days of—*
- (a) *receiving a request under clause 21; or*
 - (b) *receiving all required information or any report which was commissioned under clause 23; or*
 - (c) *modifying the request under clause 24—*
- whichever is the latest, decide under which of subclauses (2), (3), and (4), or a combination of subclauses (2) and (4), the request shall be dealt with.*

- (1A) *The local authority must have particular regard to the evaluation report prepared for the proposed plan or change in accordance with clause 22(1)—*
- (a) *when making a decision under subclause (1); and*
 - (b) *when dealing with the request under subclause (2), (3), or (4).*
- (2) *The local authority may either—*
- (a) *adopt the request, or part of the request, as if it were a proposed policy statement or plan made by the local authority itself and, if it does so,—*
 - (i) *the request must be notified in accordance with clause 5 or 5A within 4 months of the local authority adopting the request; and*
 - (ii) *the provisions of Part 1 or 4 must apply; and*
 - (iii) *the request has legal effect once publicly notified; or*
 - (b) *accept the request, in whole or in part, and proceed to notify the request, or part of the request, under clause 26.*
- (2AA) *However, if a direction is applied for under section 80C, the period between the date of that application and the date when the application is declined under clause 77(1) must not be included in the calculation of the 4-month period specified by subclause (2)(a)(i).*
- (2A) *Subclause (2)(a)(iii) is subject to section 86B.*
- (3) *The local authority may decide to deal with the request as if it were an application for a resource consent and the provisions of Part 6 shall apply accordingly.*
- (4) *The local authority may reject the request in whole or in part, but only on the grounds that—*
- (a) *the request or part of the request is frivolous or vexatious; or*
 - (b) *within the last 2 years, the substance of the request or part of the request—*
 - (i) *has been considered and given effect to, or rejected by, the local authority or the Environment Court; or*
 - (ii) *has been given effect to by regulations made under section 360A; or*
 - (c) *the request or part of the request is not in accordance with sound resource management practice; or*
 - (d) *the request or part of the request would make the policy statement or plan inconsistent with Part 5; or*
 - (e) *in the case of a proposed change to a policy statement or plan, the policy statement or plan has been operative for less than 2 years.*

- (5) *The local authority shall notify the person who made the request, within 10 working days, of its decision under this clause, and the reasons for that decision, including the decision on notification.*

- 4.2.2 Under sub-clause (1A), the Council must have particular regard to the evaluation report prepared for the proposed change in accordance with clause 22(1). Section 7 of this PPCR document provides the required s32 evaluation report for consideration by the Council.
- 4.2.3 Under sub-clause (2), the Council may either adopt the request, or part of the request, as if it were a proposed plan made by the local authority itself or accept the request, in whole or in part, and proceed to notify it accordingly. RDL requests the Council to accept the PPCR as a whole and to notify it under clause 26.
- 4.2.4 It is considered that the option for the Council to deal with the PPCR under sub-clause (3), as if it were an application for resource consent, can be dismissed for the following reasons:
- (a) The proposal is for a re-zoning of land; the PPCR provides detailed information in support of that proposition.
 - (b) The proposal does not identify the layout and design of buildings as this requires a level of detail and specificity that is unavailable at the present time.
 - (c) For the Council to treat the PPCR as a resource consent application, it would need to intentionally decide against using this opportunity to give effect to the RPS direction relating to the District's third KAC.
- 4.2.5 It is also considered that there is no valid reason for the Council to reject the PPCR under sub-clause (4) on the specified grounds set out therein, for the following reasons:
- (a) The PPCR is not frivolous or vexatious;.
 - (b) Within the last two years, the substance of the PPCR has not been considered and given effect to, or rejected, by the Council;
 - (c) The PPCR accords with sound resource management practice;
 - (d) The PPCR will not make the WDP inconsistent with Part 5 of the Act. Indeed, it will enable the WDP to give effect to the RPS in respect of the RPS direction relating to the District's third KAC (refer s73(4) RMA);
 - (e) The WDP has been operative for longer than 2 years.

5.0 RESOURCE MANAGEMENT FRAMEWORK

5.1 Matters to be Considered by Territorial Authority

5.1.1 Section 74 of the Act sets out the documents in which a territorial authority must change its district plan in accordance with, including the functions, provisions, and statutory plans which the proposed plan change needs to be consistent with.

5.1.2 This section sets out the resource management framework within which to the assessment of environmental effects and evaluation of the proposed provisions must be considered. The RMA provisions, and the policy and planning documents, and which are relevant to the consideration of this PPCR are:

- (a) RMA ss 5-8, ss31-32, and ss 72-76
- (b) National Policy Statement on Urban Development (2020)
- (c) National Environment Standard (NES) for Assessing and Managing Contaminants in Soil to Protect Human Health (2011)
- (d) National Planning Standards (2019)
- (e) Canterbury Regional Policy Statement (2013)
- (f) Recovery Strategy for Greater Christchurch
- (g) Land Use Recovery Plan (LURP) (2013)
- (h) Canterbury Land and Water Regional Plan
- (i) Canterbury Regional Land Transport Plan (CRLTP)
- (j) Our Space 2018-2048: Greater Christchurch Settlement Pattern Update (2019)
- (k) Waimakariri District Plan (Operative 2005)
- (l) Mahaanui Iwi Management Plan (2013)
- (m) Our District, Our Future - Waimakariri 2048 (2018)

5.2 Resource Management Act (1991)

5.2.1 Part 2 of the Act – Purpose and Principles sets out the purpose of the Act (section 5), being the sustainable management of natural and physical resources in a way or at a rate which enables people and communities to provide for their social, economic, and cultural wellbeing, and for their health and safety.

5.2.2 Section 6 recognises and provides for identified matters of national importance. The principles of preservation of the natural character and the protection of them from inappropriate subdivision, use, and development is relevant to this proposal. While the Site is already zoned for urban development, and partially developed with confirmed servicing and infrastructure, the PPCR will alter the type of development on the Site. The maintenance and enhancement of public access to and along rivers, and the management of significant risks from natural hazards are also considered relevant, given the adjoining Taranaki Stream and change in the nature of development.

- 5.2.3 Section 7 identifies Other Matters that the proposal should have regard to, such as the maintenance and enhancement of amenity values and the quality of the environment. Section 8 requires the principles of the Treaty of Waitangi (Te Tiriti o Waitangi) to be taken into account. The PPCR proposes town centre development which is cognisant of the natural setting, enabling an urban environment with a high degree of amenity. The PPCR takes into account the principles of Te Tiriti with sustainable practices and cultural heritage values recognised throughout the PPCR. Consultation with Mahaanui Kurataiao, on behalf of the relevant iwi, is also proposed reflective of the spirit of co-governance. Overall, it is considered that the PPCR accords with Part 2 of the RMA.
- 5.2.4 Under Part 5 Act, Section 72 states that the purpose of district plans is to assist territorial authorities to carry out their functions in order to achieve the purpose of the Act. Section 73 stipulates that plans must be prepared in accordance with Schedule 1. It empowers any person to request a territorial authority to change a district plan, in the manner set out in Part 2 or 5 of Schedule 1. Under s73(4), a local authority must amend a proposed district plan or district plan to give effect to a regional policy statement. This PPCR has been prepared in accordance with Schedule 1 and proposes to give effect to the RPS by establishing the KAC for the Woodend-Pegasus area.
- 5.2.5 Section 74 sets out the matters to be considered by the territorial authority when preparing and changing its district plan. Of relevance to this PPCR, is the assessment of effects including the provisions of Part 2, and the section 32 evaluation. The relevant National Policy Statements, National Environment and Planning Standards, regional policy statements and management plans are discussed below. Of particular relevance is the extent to which the district plan needs to be consistent with the plans or proposed plans of adjacent territorial authorities. This includes the sub-regional direction established in the Land Use Recovery Plan, which culminated in the OurSpace 2048 strategy and alignment with the RPS direction on KAC's.
- 5.2.6 Section 75 sets out the contents of district plans and authorises the framework for how they are drafted and enacted, while Section 76 grants authorises territories to include rules in a district plan. This PPCR proposes new rules consistent of these above requirements, with reasons given for each of the proposed changes in full cognisance of maintaining the integrity of the WDP.

5.3 National Policy Statements, Environmental Standards, and Planning Standards

- 5.3.1 Section 52(2) requires territorial authorities to amend district plans so they satisfy the requirements of National Policy Statements (NPS). Of relevance to this PPCR is the National Policy Statement on Urban Development (NPS-UD), effective 20 August 2020. The NPS states that WDC, as a Tier 1 local authority, must provide at least sufficient development capacity in its district to meet expected demand for business land from different business sectors in the short, medium, and long terms. In order to be "sufficient," development capacity must be plan-enabled, infrastructure ready, suitable,

and provide for a 15% competitiveness margin over and above long term expected demand.

- 5.3.2 This PPCR is driven by the apparent lack of commercially attractive land proximate to rapidly growing residential areas. Objective OA3 of the NPS-UDC requires planning decisions to recognise that urban environments develop and change over time in response to the changing needs of people and communities and future generations, resulting in the existing planning framework being no longer suitable for current or future needs. Further, Objective OC2 requires local authorities to adapt and respond to evidence about urban development, market activity and the social, economic, cultural and environmental wellbeing of people and communities and future generations in a timely way. This PPCR includes information which enables the WDC change the WDP in a manner that is consistent with the objective OC2. The currently limited amount of Business 1 Zone land at Ravenswood and the absence of KAC recognition in the WDP mean that the NPS:UD-directed development capacity is not currently plan-enabled at the district level for Waimakariri.
- 5.3.3 Objective OD1 promotes urban environments where land use, development, and infrastructure are integrated with each other. This PPCR proposes the supply of business land which will keep up with the growing residential areas nearby and across the district. Recognising that there needs to be coordination and aligned planning decisions within and across local authority boundaries under Objective OD2, guidance for sub-regional planning has been given by the Regional Council (Environment Canterbury) and the Greater Christchurch Partnership, with both of these having recognised the need for a third KAC in the vicinity of the Site. The PPCR addresses these matters by proposing the re-zoning of sufficient land at Ravenswood so that, once operative, the requisite urban development capacity will be plan-enabled through the WDP.
- 5.3.4 The PPCR also aligns with the NPS:UD insofar as:
- (a) the site is infrastructure-ready in the short term;
 - (b) the PPCR will enable business uses to establish on business land as discretionary (restricted) activities;
 - (c) the site is suitable in terms of location size, accessibility, contour, market availability, and greenfield development-readiness;
 - (d) the PPCR enables development of a new town centre and KAC which can deliver 34% of the District's expected floor space demand (with the requisite competitiveness margin applied).
- 5.3.5 Of the National Environmental Standards (NES), the only document considered relevant to the PPCR is the National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health 2011 (NES-CS), which outlines nationally consistent limits and methods for managing soil contamination.

Remedial work for the soil within the Site has been achieved through the engineering and development works begun under previous resource consents.

- 5.3.6 National Planning Standards (NPS) have been developed by the Ministry for the Environment to make council plans and policy statements easier to prepare, understand and comply with. The first set of planning standards were enacted on 3 May 2019, which includes a standardised structure for district plans and how they are drafted. More specifically, the prescribed format standardises the zoning categories and use of colours on spatial plans. WDC is currently preparing a 'second generation' plan (2GP), which will include the zoning framework and nomenclature of the NPS. It is anticipated that the new zoning proposed under the PPCR can be re-named as 'Town Centre Zone' or 'Commercial Zone' depending on how the Council proposes to structure and detail its proposed zones within the KAC's.

5.4 Regional Plan, Policies, and Canterbury Earthquake Response

- 5.4.1 Planning at the regional level is guided by the Canterbury Regional Policy Statement (CRPS). This document outlines resource management objectives and policies, and sets out the responsibilities of regional and local authorities. This is particularly important for managing the urban form and function of Greater Christchurch, which extends beyond Christchurch City into Selwyn and Waimakariri Districts.
- 5.4.2 The PPCR is consistent with Objective 5.2.1 (Location, design and function of development) in providing for sustainable growth in and around existing urban areas. The Site is already partially zoned for commercial development and this PPCR seeks to enable economic development by providing for additional business activities in an appropriate location. With reference to Objective 5.2.3 Transport network (Wider Region) and Policy 5.3.1 Regional growth (Wider Region), the PPCR provides for development that supports a consolidated and sustainable urban form, being a town centre with that enables urban consolidation.
- 5.4.3 The PPCR has regard to the Canterbury Regional Land Transport Plan (CRLTP) objective of providing transport options and managing the effect of population growth, insofar as the new KAC intended to reduce travel times and dependence on private vehicles. A growing catchment is located within walking and cycling distance of the proposed KAC, with opportunities to strengthen public transport links across the district and with greater Christchurch. The Canterbury Land and Water Regional Plan has limited relevance to the PPCR as the Site is already transitioning from rural use to urban use.
- 5.4.4 The Canterbury Earthquake Recovery Authority (CERA) was established as a government agency on 29 March 2011 to lead and coordinate the Government's response and recovery efforts following the Canterbury Earthquakes of 2010 and 2011. Along with the associated Canterbury Earthquake Recovery Act 2011, the rebuild and recovery directed local authorities to amend planning documents and processes to

facilitate this effort. In particular, the Land Use Recovery Plan (LURP) was implemented in December 2013 under s24(1)(c) of the Canterbury Earthquake Recovery Act 2011. This directed changes to the resource management documents of the Greater Christchurch area, notably Chapter 6 Recovery and Rebuilding of Greater Christchurch of the RPS.

- 5.4.5 The LURP prioritised particular areas for redevelopment and development, with large areas of Waimakariri District marked as 'greenfield priority areas' to accommodate new development on greenfield land. This includes the Site which is subject to this PPCR. The same imperative sought to consolidate the hierarchy of centres and activity in the greater Christchurch area, these being the KAC's in Waimakariri District which include the existing centres of Rangiora and Kaiapoi, and the "Woodend-Pegasus" location, the latter being the venue for the Waimakariri District's third KAC. The Waimakariri District Council subsequently confirmed the Ravenswood location in 2017 but has not changed the WDP to establish the KAC.
- 5.4.6 The PPCR will give effect to the directives of the LURP by being within a greenfield priority area and seeking to establish the KAC. A strong legal imperative underpins the PPCR as Section 60(2) of the Greater Christchurch Regeneration Act 2016 (which superseded the Canterbury Earthquake Recovery Act 2011 on its expiry) requires the local authority not to make a decision that is inconsistent with the Plan.
- 5.4.7 Both the Greater Christchurch Regeneration Act 2016 and National Policy Statement on Urban Development Capacity 2016 are reflected in the OurSpace 2018-2048: Greater Christchurch Settlement Pattern Update document, produced by the Greater Christchurch Partnership in July 2019. This document replaces earlier work by the Greater Christchurch Partnership in the Greater Christchurch Urban Development Strategy (UDS) of 2007, which was scheduled for review in 2011 and postponed until the earthquake recovery directives were set. As noted above, the NPS:UD (effective 20 August 2020) replaced the NPS:UDC, reinforcing the requirement that WDC provide at least sufficient development capacity to meet expected demand for business land within a 30-year planning term.
- 5.4.8 Many of the strategic challenges and priorities noted in OurSpace 2018-2048 involve managing the post-earthquake form of the wider Christchurch area and the projected shortfalls in residential and commercial land. The PPCR recognises the strategic factors in the document, having regard to the KAC framework and increased density and self-sufficiency of the satellite towns in Waimakariri District. A new KAC will enable new and expanded business opportunities for the District and will support its growing population and economic resilience.

5.5 District Plan and Local Strategies

- 5.5.1 The Waimakariri District Plan is the most important document to consider when assessing this PPCR, which must be consistent with the objectives and policies of the

District. The PPCR maintains the purpose and integrity of the WDP, with the requested changes being proposed accordingly. Changes are made primarily to Chapter 16 Business Zones, with only minor changes to the objectives and policies to include the new KAC in its framework; and in Chapter 31 Health, Safety, and Wellbeing to add suitable rules for the new KAC, being a new town centre that is distinguishable from and complementary to the existing historic towns.

- 5.5.2 Under Definitions, Key Activity Centres means “*commercial centres identified as focal points for employment, community activities, and the transport network; and which are suitable for more intensive mixed-use development.*” The purpose and function of the new Ravenswood KAC is recognised in the PPCR. The requested changes will enable the new town centre to serve as a KAC, to be a focal point for community and commerce, being equal to the other town centres at a sub-regional level, and serving as a gateway to the District.
- 5.5.3 In Chapter 12 Health, Safety, and Wellbeing, the objectives and policies outline the development for maintaining the integrity of the urban environment. Objective 12.1.1 seeks to maintain the amenity values and quality of environment that is appropriate for different parts of the District to protect the health, safety, and wellbeing of present and future generations, and ensure that any potential adverse environmental effects from buildings and structures, signs, glare, noise and hazardous substances are avoided or mitigated. It is of note that the PPCR does not alter the rules that manage matters such as signage, glare, noise, and hazardous substances. It is principally only the standards for new buildings which are altered to provide for a new centre within the Ravenswood KAC.
- 5.5.4 Policy 12.1.1.1 directs the WDC to maintain and enhance the positive contribution that buildings and structures, and the spaces between them, make to the character and amenity of urban areas where people reside, the neighbourhood and streetscape. The proposed new rules for buildings in the Ravenswood KAC are less prescriptive than in the existing KAC’s of Rangiora and Kaiapoi, the latter being contextualised by the existing character and buildings. For Ravenswood, Council will have a greater degree of discretion over the built form by applying a variety of design criteria. Policy 12.1.1.4 seeks to maintain and enhance the positive amenity values associated with natural features and structures on Business Zone sites which front onto strategic, arterial and collector roads. The PPCR recognises the locational objective of Business 2 land by applying this zone to the KAC’s “gateway” sites proximate to SH1.
- 5.5.5 The PPCR is consistent with the direction set out in Chapter 13 Resource Management Framework, particularly Objective 13.1.1 which recognises and provides for the community’s social and economic relationships within the District. Additionally, the District’s external relationships, particularly those with Christchurch City are managed in an integrated and sustainable way, and provide for and safeguard the community’s wellbeing, health, and safety. By establishing a new KAC, the PPCR provides for social

and economic relationships, both within and external to the District. The new town centre will serve as a focal point for a growing residential area, and will offer new economic opportunities not otherwise feasible within the District and beyond.

- 5.5.6 The Mahaanui Iwi Management Plan (IMP) has been prepared by six Ngāi Tahu rūnanga to help guide councils, and other agencies, decisions about the environment and protection of resources. The plan gives valuable insight to Ngāi Tahu values, issues and aspirations for the recognition, protection, and management of taonga and cultural interests. The PPCR recognises these values, principles, and connections, particularly that of the takiwā of Te Ngāi Tūāhuriri Rūnanga in their kaitiakitanga and rangatiratanga of the area including the Site. Of relevance to the PPCR are the principles regarding Wai Māori (meaning of water) and Papatūānuku (spirit of the earth and nature).
- 5.5.7 Part 5.3 of the IMP outlines the objectives around Wai Māori in resource management, particularly recognising the taonga status of water. Water and land are managed as interrelated resources consistent with Ki Uta Ki Tai, and waterways having healthy, functioning riparian zones and are protected from inappropriate activities. The Site borders the Taranaki Stream to the south, which will form a large part of the character and identity of the new KAC, and adjoins the drainage reserve to the north, which manages stormwater in a slow sustainable way. The integration of land and water plays an important part in the form and identity of the KAC, consistent with the Wai Māori objectives.
- 5.5.8 Part 5.4 of the IMP outlines the objectives around Papatūānuku in resource management. The relevant objectives to the PPCR are the ancestral and contemporary relationship between Ngāi Tahu and the land is recognised and provided for in land use planning and decision making, and that the ancestral and contemporary relationship between Ngāi Tahu and the land is recognised, and provided for, in land use planning and decision making, and subdivision and development activities implement low impact, innovative and sustainable solutions to water, stormwater, waste and energy issues.
- 5.5.9 In addition to the District Plan and IMP, other development strategy plans have been considered in preparing this PPCR. At a District-wide level, the Our District, Our Future: Waimakariri 2048 District Development Strategy (released in July 2018). This document outlines the challenges and opportunities in the District, such as being one of the fastest growing districts in New Zealand and promoting greater local self-sufficiency. Key action points relevant to the PPCR include rezoning land for business development where appropriate and continuing to work with developers to encourage provision of adaptable, multi-use buildings.
- 5.5.10 At the local level, both the Kaiapoi Town Centre Plan and Rangiora Town Centre Strategy, prepared by WDC to improve the self-sufficiency and growth of these towns, are relevant to the PPCR. The development aspirations of both these KAC's are

acknowledged in the PPCR which identifies the growth potential also available to them in parallel with the emergence of the District's third KAC.

5.6 Effects Assessment

5.6.1 Section 6 of this report assesses the environmental effects which may arise from implementing the provisions of the PPCR. The assessment of environmental effects ('AEE') accords with clauses 6 and 7 of Schedule 4 of the RMA. The AEE is also supported by the following specialist assessments (Volume 2 of 2):

- (a) Economic assessment (**Annexure 1**)
- (b) Transportation assessment (**Annexure 2**)
- (c) Urban design review and landscape assessment (**Annexure 3**)
- (d) Infrastructure assessment (**Annexure 4**)

6.0 ASSESSMENT OF ENVIRONMENTAL EFFECTS

6.1 Overview

- 6.1.1 This section addresses the requirement under Clause 22(2) of Schedule 1 RMA which states:

“Where environmental effects are anticipated, the request shall describe those effects, taking into account clauses 6 and 7 of Schedule 4, in such detail as corresponds with the scale and significance of the actual or potential environmental effects anticipated from the implementation of the change, policy statement, or plan.”

- 6.1.2 This Assessment of Environmental Effects (AEE) report has been prepared for Ravenswood Developments Limited, based on the proposed rezoning of land and identification of the Ravenswood KAC through the PPCR.

- 6.1.3 The PPCR recognises that retail activities are best provided for through the proposed zoning framework rather than by applying for a resource consent(s) to enable their development.

- 6.1.4 The immediate area comprises a growing residential catchment that warrants a new town centre, and the proximate location of State Highway 1 makes the RCA highly desirable for business activities. Being a flat greenfields Site, it can be developed to accommodate business activities that may be unable to locate in the traditional centres of Rangiora and Kaiapoi. Re-zoning of the Site to primarily Business 1 will enable the establishment of a new town centre to serve the existing local community and the wider District.

6.2 Site Details

- 6.2.1 The PPCR applies primarily to a 12.8ha area of land comprised of eight lots, located to the west of the SH1 roundabout at the intersection of Pegasus Boulevard and Bob Robertson Drive.

- 6.2.2 With much of the existing Business 2 Zone land already established by subdivision and currently being developed, the most significant change sought by the PPCR involves expansion of the commercial area onto the adjacent lots, being Lots 203, 11, and 202. As this area is predominantly zoned Residential 6 and 6a under the existing ODP framework, consequential adjustments to the residential zoned land within the RCA are also sought.

- 6.2.3 Details of the Site, also referred to as the Ravenswood Commercial Area, are outlined as follows:

RAVENSWOOD COMMERCIAL AREA		
LEGAL DESCRIPTION	SITE AREA	ADDRESS
Lot 2 DP 521536	1.1574 Ha	10 Bob Robertson Drive
Lot 9 DP 521536	0.4355 Ha	8 Bob Robertson Drive
Lot 10 DP 521536	0.3076 Ha	4 Bob Robertson Drive
Lot 12 DP 521536	0.2415 Ha	8 Clayton Place
Lot 13 DP 521536	1.0814 Ha	6 Clayton Place
Lot 14 DP 521536	0.7106 Ha	4 Clayton Place
Lot 15 DP 521536	0.4681 Ha	14 Bob Robertson Drive
Lot 201 DP 521536	1.2787 Ha	4 Kesteven Place
Lot 1 DP 529368	0.5345 Ha	
Lot 2 DP 529368	0.7442 Ha	
Lot 202 DP 521536	0.3610 Ha	3 Garlick Street
Lot 203 DP 521536	7.8029 Ha	11 Bob Robertson Drive
Lot 1 DP 545570	0.2014 Ha	1 Garlick Street
Lot 2 DP 545570	0.3607 Ha	3 Bob Robertson Drive
Lot 11 DP 545570	1.5657 Ha	7 Garlick Street
Lots 100 – 135 DP 521536	4.8456 Ha	2-10 Hinge Lane 16 & 20 Bob Robertson Drive 1-22 Bowmaker Crescent 3-12 Lilburne Street



Figure 4: Aerial Site Photograph

District Plan:	Waimakariri District Plan
Zoning:	Business 1
	Business 2
	Residential 6a
Overlays:	Land Use Recovery Plan Priority Area
	Silent File Area SF017 Pekapeka
	Silent File Area SF011 Pakiaka
Designations:	D058A New Zealand Transport Agency, SH1 Woodend By-Pass

6.3 Site Description

- 6.3.1 The Site is flat. It is situated on the Canterbury Plains, and is bounded by State Highway 1 to the east, the drainage reserves along Wards Road to the north, the new alignment of the Taranaki Stream to the south, and vacant land earmarked for residential development to the west.



Figure 5: Bob Robertson Drive looking east towards State Highway 1

- 6.3.2 The Site is characterised mostly by recently-created vacant serviced lots, with paved roads and kerbs, streetlights and signs, street trees, and footpaths already established.

Completed development within the proposed RCA presently includes the BP service station and McDonald's restaurant on Bob Robertson Drive nearest to the roundabout. There are a few visible indicators of development on other lots, including buildings under construction north of Bob Robertson Drive in the completed Business 2 subdivision, and hoardings displaying future development plans, notably for a New World supermarket across Kesteven Drive from the service station.

- 6.3.3 Lots 100 – 135 DP 521536 comprise a 4.8456 Ha subdivision of business and light industrial activities under the existing Business 2 zoning framework, while across Clayton Place, on Lot 12, a childcare centre has been granted consent. A 3075m² commercial complex including retail activities, commercial services, and associated parking and public open space has been granted resource consent under RC185020 in June 2018 over Lots 13 and 14. This development includes 26 tenancies of varying sizes, and was granted consent on Business 2 zoned land as part of an exchange of Business 1 "entitlements" under the existing ODP. Lot 2 is subject to RC195097 granted in August 2019 for a New World supermarket.
- 6.3.4 Across Kesteven Street at the eastern gateway to Ravenswood, the BP service station was established on Lot 9 by resource consent granted in June 2016, and the McDonald's restaurant on Lot 10 by another resource consent in July 2016. South of Bob Robertson Drive on Lot 1 DP 545570, a Gull service station was granted consent in December 2019. Gull also owns Lot 2 DP 545570. Further south along Garlick Street on Lot 202, a resource consent for a motel development with 26 units was granted in March 2017, though the requester is not proposing to give effect to this consent.
- 6.3.5 Residential development has already been taking place at the southwestern end of the ODP 158 area near Rangiora-Woodend Road, with new streets such as Tara Crescent and Minerva Crescent completed with new houses already being occupied. Further residential subdivision is ongoing north of this area, with the southern stretch of Bob Robertson Drive being formed, with the intention of connecting both ends of Bob Robertson Drive by October 2020.
- 6.3.6 Designation D058A extends along the eastern edge of the Site and to the south of Garlick Street, being the land acquired by New Zealand Transport Agency for the SH1 Woodend Bypass. The designated land forms a corridor between the northern end of the Christchurch Northern Motorway at Pineacres, bypassing Woodend and then merging with the existing State Highway 1 designation at Ravenswood. The SH1 Woodend Bypass project is still technically at investigation stage. It will consist of a four-lane controlled access highway. Garlick Street will be extended to connect with Woodend and, like Bob Robertson Drive, will be an Urban Collector Road.

6.4 Surrounding Environment

- 6.4.1 The area immediately surrounding the Site is the essential Canterbury Plains, with flat pastoral land enclosed with shelterbelts and groves of poplar and macrocarpa trees,

set against the backdrop of the Southern Alps and high country. Adjoining to the north of the Site is a drainage reserve consisting of shallow stormwater ponds, while the Taranaki Stream along the southern edge of the Site has recently been realigned and replanted with cabbage trees. Taranaki Stream flows northeast towards Waikuku Beach. Opposite Main North Road to the east of the Site is the Pegasus Golf Club and the large residential sections of Mapleham.

- 6.4.2 Along Pegasus Boulevard to the east is the new masterplanned town of Pegasus, situated around an artificial lake and containing local businesses and new residential subdivisions of varying sizes and modern styles. This has been achieved through Residential 6 and Residential 6a zoning in the urban area, with less dense development at Mapleham being under a specific rural zoning. Further east are low-lying wetlands and the beach along the expansive Pegasus Bay.
- 6.4.3 North of the Site are the settlements of Waikuku and Waikuku Beach characterised by small businesses and residential lots of varying sizes achieved by a combination of Residential 3, Residential 4a, and Residential 4b zoning. The braided Ashley River lies further north of these settlements. Woodend to the south of the Site is a small town with small businesses along Main North Road and residential areas to the northwest and southeast of these. The southern end of the town is marked by the large intersection with Rangiora-Woodend Road. Woodend is predominantly zoned Residential 2, with a small area of Residential 4b zoning to the north and Residential 4a to the south. Business 1 Zone applies to the commercial strip along the main road.
- 6.4.4 With Pegasus being a new town still under development, Woodend being a growing town, and new residential subdivisions at Waikuku and Waikuku Beach, the nearby area is becoming increasingly populated. Much of the remaining area is zoned for rural activities, though much of this is moderately populated.
- 6.4.5 The main towns of Waimakariri District are nearby, with the Site being 6.2km east of Rangiora town centre, and 8.4km north of Kaiapoi town centre. Waimakariri River lies further south, being the other large braided river etching the southern boundary of the District which takes its name. The Site is within the hinterland of Christchurch City, being a relatively short driving distance from the city centre (approximately 25km south) and Christchurch International Airport being 22km to the southwest.
- 6.4.6 Transport links in the area are good, with main roads connecting the District's main settlements directly. These include the Rangiora-Woodend Road, Pegasus Boulevard, and Waikuku Beach Road. These roads link to State Highway 1, which extends generally north-south through the District from the current terminus of the Christchurch Northern Motorway at Kaiapoi, across the Ashley River bridge towards Leithfield in the Hurunui District. Many of the main roads have separated cycle lanes. The Main North Line railway traverses the District from the Waimakariri River through

Kaiapoi and then Rangiora, before crossing the Ashley River to Ashley and Sefton, and heading north to Picton. The railway is used mostly by freight trains.

6.5 Description of the Proposal

- 6.5.1 The PPCR proposes to rezone the Site from Residential 6a, Business 2, and Business 1 Zones to a more balanced mix of Business 1 and Business 2 Zones. An important objective of the PPCR is to establish a Key Activity Centre (KAC) for the District alongside the existing towns of Rangiora and Kaiapoi. This is achieved through Business 1 zoning, together with a suite of new design-related assessment criteria to manage and facilitate the development of Ravenswood as a modern and attractive town centre.

- 6.5.2 The existing ODP 158 is compromised, with subdivision and roading layout having deviated from its prescriptive spatial pattern.

- 6.5.3 Other factors requiring a revision of ODP 158 include the realignment and rehabilitation of the Taranaki Stream taking a form that varies from the ODP, the designations already in place for the SH1 Woodend Bypass Corridor, and the approved cadastral pattern for the residential development nearest to Rangiora-Woodend Road. These result in considerable changes to the spatial layout of the roading and zoning patterns in the eastern third of the ODP area, with the western two thirds remaining largely unchanged.

- 6.5.4 The PPCR proposes to re-zone eight lots near the Bob Robertson Drive/Garlick Street roundabout as Business 1, and applies a KAC notation to this area (comprising 12.8ha). This land includes the commercial development of Lots 13 and 14 which has already been granted resource consent, Lots 2 and 12 respectively having a supermarket and childcare centre already consented under Business 2, and Lot 202 having resource consent for a motel. Most of the new zoning will be applied to Lot 203 being the southwestern quadrant of the Ravenswood Commercial Area, which has not been subject to any resource consent activity.

- 6.5.5 The Site has been marked as a Greenfield Priority Area and KAC since 2013 in the Regional Policy Statement (RPS), though not given effect to in the District Plan. Rangiora and Kaiapoi were recognised as KACs in 2014. The PPCR proposes to give effect to the RPS-directed KAC by confining its extent to the eight lots where Business 1 zoning is proposed. This will establish Ravenswood as a town centre with equal planning status to Rangiora and Kaiapoi.

- 6.5.6 Much of the area south of Bob Robertson Drive is zoned Residential 6a, which will be replaced with Business 1 zoning in the Plan Change request. The residential area in the immediate vicinity will be consequentially zoned Residential 6 to match the residential zoning of the wider area and to create contiguous zoning blocks.

- 6.5.7 The completed business subdivision comprising lots on Lilburne Street, Hinge Place, Bowmaker Crescent, and Clayton Place are already being developed and will retain Business 2 zoning, while the lots forming the “gateway” to the Ravenswood Commercial Area east of Kesteven Street and Garlick Street will also be zoned Business 2.
- 6.5.8 The PPCR proposes to apply Business 1 zoning to eight lots, however, the requester is also proposing to amend the District Plan rules for new buildings in the Business 1 zone by introducing specific rules, environmental results, and design-related assessment matters. These provisions are designed to “direct” an attractive and integrated form of development by:
- (a) requiring buildings to nominate a pedestrian-oriented ‘public frontage’ of good architectural quality to create edges of streets and open spaces;
 - (b) minimising blank walls by encouraging building edge activation and modulation of building form;
 - (c) locating parking and loading to the side or rear of buildings;
 - (d) promoting the amenity of pedestrian routes and spaces with verandahs, glazing, and Crime Prevention Through Environmental Design (CPTED) principles;
 - (e) providing a minimum of 5984m² of prominent open spaces, together marker buildings, to establish the character and identity of Ravenswood;
 - (f) promoting landscaping and planting wherever opportunities for these exist;
 - (g) encouraging buildings over one storey in height up to 15 metres; and
 - (h) creating pedestrian and cycling linkages.
- 6.5.9 The PPCR utilises the existing Business 1 and 2 zoning options to allow a wide variety of activities that facilitate a town centre, with new environmental and design-related assessment criteria to enable development of a greenfields site with the consented built form and existing street pattern for reference. The design philosophy allows for a variety of activities and building forms with controls on their interface with the public realm, ensuring pedestrian-oriented spaces of high amenity and legible building frontages expected of a focal point for commercial and civic life. New buildings require discretionary (restricted) activity resource consent to allow assessment of building designs and their relationship to public spaces within the centre.
- 6.5.10 The PPCR provides for a new town centre in an area experiencing significant population growth, near to the new developing settlement of Pegasus, new subdivisions at Waikuku and Woodend, and the residential development at Ravenswood itself. The new town proposed through the PPCR also capitalises on its location and connection to the proposed SH1 Woodend Bypass, which will provide better accessibility to greater Christchurch and surrounding districts.
- 6.5.11 The large land parcels and single ownership offer development and commercial opportunities not readily available in the existing KAC’s of Rangiora and Kaiapoi, such

as larger format retail and integrated commercial development, which will make Ravenswood unique within the economic framework of Waimakariri District, increasing its economic resilience and self-sufficiency in terms of employment and retail activities.

6.6 Retail Distribution and Economic Effects

6.6.1 Insight Economics Limited was engaged to undertake a retail distribution analysis to inform the establishment of the RPS-directed KAC. The report includes relevant background information which provides a context for the evaluation, methodology and assumptions used in the report. Foreseeable demands in both the study area and wider framework of existing centres were identified, enabling an assessment of the social and economic implications of the new KAC. The Insight Economics report is included as **Annexure 1**.

Study Area and KAC Framework

6.6.2 In order to create a large enough catchment to provide reliable data, the Study Area has been based on the Waimakariri District boundaries. In order to forecast the supply and demand for retail space within the District, an analysis of demographic data including population projections, employment numbers, and retail expenditure were used. In particular, the analysis explored the retail sector workforce and household spending. These figures show that Waimakariri district has a low level of local employment and spending leakage out of the District due to its proximity to Christchurch.

6.6.3 To reinforce this study area, a “local neighbourhood” assessment was undertaken on the immediate surrounds, comprised of five suburbs defined by Statistics New Zealand’s Statistical Area 2 (SA2) boundaries. The Study area covers much of the coastal Waimakariri District between the Ashley and Waimakariri Rivers, specifically excluding Rangiora and Kaiapoi. The SA2 suburbs used to define the Study Area are:

- Tuahiwi;
- Pegasus;
- Pegasus Bay;
- Waikuku; and
- Woodend.

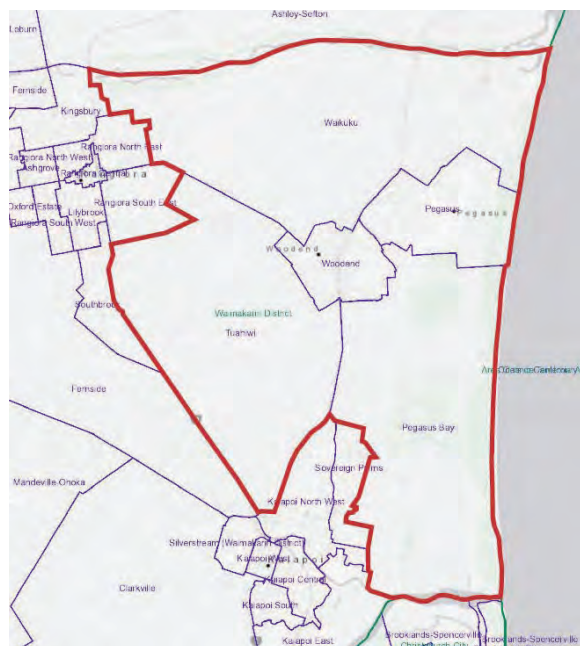


Figure 6: Map of Study Area from StatsMaps

- 6.6.4 Using data from Statistics New Zealand, Insight Economics concludes that the Local Neighbourhood Area had 9,060 people occupying 3,230 dwellings in early 2018, providing an average household size of 2.8 persons. The demographic, economic, and household data of the Study Area was compared to the rest of Waimakariri District and Canterbury Region to produce the following conclusions:

CONCLUSIONS FROM LOCAL NEIGHBOURHOOD DATA		
DEMOGRAPHIC	ECONOMIC	HOUSEHOLD
<ul style="list-style-type: none"> ▪ Slightly younger than District and Region average ▪ Less likely to be Asian, and more likely to be Maori ▪ Less likely to have a religious affiliation ▪ More likely to be partnered/married 	<ul style="list-style-type: none"> ▪ Are more likely to be in the labour force and more likely to be employed ▪ More likely to be an employee and less likely to be self-employed ▪ Less likely to work as a “professional” and more likely to work in the trades ▪ More likely to have personal incomes in the top bracket (\$70k +) 	<ul style="list-style-type: none"> ▪ Dwellings are more likely to be separate. i.e. stand-alone dwellings ▪ Households are more likely to own at least one vehicle ▪ Households are more likely to have lived at their current address for less than 5 years ▪ Much more likely to pay weekly rent of at least \$400.

- 6.6.5 Insight Economics also concludes that the Local Neighbourhood Area has a rapidly growing population, with an increase of 3,470 to 10,470 people expected to 2043 under low and high growth projections. Respectively, these represent compound annual growth rates (CAGRs) of 1.3% to 2.9%, with a medium projection of 6,870 new residents or 2.2% CAGR.
- 6.6.6 Discussions involving Insight Economics and WDC Planners conclude that these extrapolations are likely to be conservative, having been taken from 2013 data which do not account for the rapid population increase that has taken place since. This is visibly evident from the various residential subdivisions taking place around the Study Area, particularly at Waikuku Beach, Woodend, and Ravenswood itself. Insight Economics notes that the Local Neighbourhood Area is forecast to grow much faster than the Study Area (whole of District) average.
- 6.6.7 Consideration of the wider area is also relevant, as the Site is uniquely placed having much of Northern Christchurch and even some of Hurunui District within reasonable driving distance. The retail analysis was prepared in the context of Chapter 6 of the Canterbury RPS (Recovery and Rebuilding of Greater Christchurch), which upholds Key Activity Centres (KACs) as the main centres of commerce, community, and civic activities. As the PPCR seeks to establish a new KAC, other centres closest to the Site

were considered in the Insight Economics assessment for trade impact and retail distribution effects on centres of similar scale and importance.

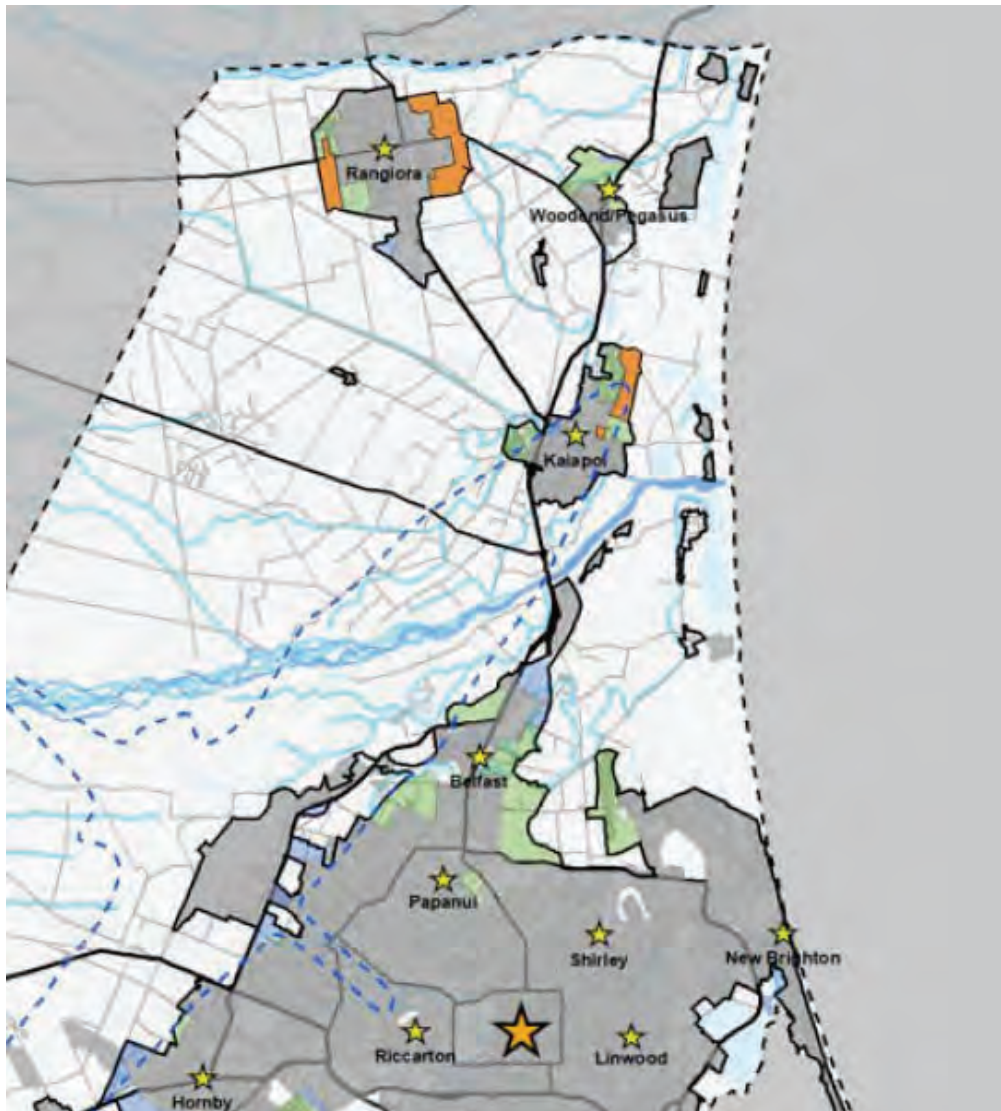


Figure 7: Map of Wider Area Illustrating Location of Other KACs

- 6.6.8 Close attention has been paid to the effects on the main towns of Waimakariri District, these being Rangiora, the largest town in the District and noted for its historic character and convenience for many residents, and Kaiapoi, characterised by the Kaiapoi River and well-established businesses located there. Both town centres have KAC status under the RPS, and are largely comprised of Business 1 zoning as proposed for the Site under the PPCR.
- 6.6.9 In considering the wider area, Insight Economics notes that recent decisions within the real estate market have altered the economic landscape, notably the sale of a large site in Belfast planned for a 20,000m² retail development previously referred to as the 'Styx Centre' to Ryman Healthcare for a retirement village. Another is the use of

Business 1 Zone land at Pegasus town centre for residential development purposes. Both of these result in a significant reduction in retail supply opportunity within Northern Christchurch and Waimakariri District.

Projected Demand and Methodology

- 6.6.10 As noted, the Site presently has a BP service station and McDonald's restaurant already built, and consents granted for a childcare centre, a 3,297m² supermarket, 2,200m² of space for retail and commercial services, 1,500m² of space for food and beverage outlets, and 36 light industrial sections. Along with the remaining lots proposed to be zoned Business 1 and 2, the combined Ravenswood Commercial Area comprises 19.58 hectares. Of this, 12.79ha is proposed for town centre and KAC purposes.
- 6.6.11 Trade impact and retail distribution and effects have been assessed based on both the consented development and assumptions made for the zoning of the remaining lots. This creates a model of the estimated floor space and activity mix that can be reasonably expected at the Site. Key assumptions include 40% GFA of land areas being used for retail after the deduction of lanes, walkways, open spaces, parking, and servicing areas. Seventy percent of this GFA is estimated for "core retail" activities with the balance allowing for commercial services, offices, and other activities that typically locate in such centres. The final retail area figure is further broken down into the likely merchandise categories of retail based on spending and purchasing patterns to compare with existing offerings in other centres.
- 6.6.12 The modelling of the KAC proposed in the PPCR results in a core retail GFA rising from approximately 7,400m² to 35,300m², the largest increases being in the trading of apparel (clothing, footwear, and personal accessories), department stores, furniture and home goods, hardware and building supplies, recreation goods, and pharmaceutical and "other store-based" retailing.
- 6.6.13 To provide context to the supply of retail space figures, a demand-side analysis was undertaken of the projected spending in Waimakariri District up to 2043 in order to identify the quantum of spending potentially available to retailers across the District. Using 2018 data, Insight Economics estimates retail spending was \$654 million, with 53% of this being on food and beverage goods (supermarkets, grocers, etc.) and services (restaurants and take-away foods). Using population growth extrapolations from Statistics New Zealand and assuming 1% inflation, core retail spending in Waimakariri District is projected to increase from \$654 million in 2018 to \$1.139 billion in 2043, an increase of \$485 million.
- 6.6.14 This data can then be extrapolated into floor area demand by dividing the expenditure growth of each merchandise sector by the average sales per square metre of GFA. Insight Economics also projects net retention rates for the District to increase gradually

over time. By applying these rates to District spending, and converting the results to supportable floor space, 71,000m² GFA will be required across the District by 2043.

- 6.6.15 Under the NPS:UD, a competitiveness margin of development capacity over and above expected demand is required to support choice and competitiveness in business land markets. As the PPCR is being promoted within the context of a 30-year planning horizon, a 15% margin increases the level of floor space demand, for planning purposes, to 81,650m². The additional core retail GFA of 27,890m² proposed by the PPCR represents 34% of the core retail growth provision that the Council must enable for the District, with Rangiora and Kaiapoi also benefiting therefrom.
- 6.6.16 Further demand-side analysis examines employment data from Statistics New Zealand's Business Demography, which reveals Waimakariri District having the second-lowest employment self-sufficiency in New Zealand in 2001. This is corroborated by 2013 census data showing 40% of the District's workforce working in Christchurch City. Of the workforce within the District, the proportion employed in retail is well below the national average, with no change to this placement between 2001 and 2019.

Trade Impact Analysis and Retail Distribution Effects

- 6.6.17 From modelling the demographic and economic trends within the Study Area to estimate future conditions, Insight Economics has undertaken a trade impact analysis to determine the retail distribution effects resulting from the KAC proposed in the PPCR. The scope of the analysis extends beyond the Study Area and Waimakariri District to acknowledge sub-regional factors, notably the retail and employment leakage out of Waimakariri District to Christchurch City, and the potential for the proposed KAC to serve demand as far away as northern Christchurch and Hurunui District.
- 6.6.18 The modelled effects of establishing the proposed Ravenswood KAC under the PPCR assumes a lead-in time of eight years to account for construction, bringing the start date of the trade impact analysis to 2028. By estimating baseline turnover of merchandise sectors at the sub-regional level for 2028, including the nearest KAC's, the trade impact of enabling the proposed Ravenswood KAC would result in an overall reduction of retail turnover in Rangiora by 3.8% and Kaiapoi by 2.0%. Outside of Waimakariri District, this would reduce turnover in Belfast by 1.2%, Papanui by 0.8%, and elsewhere in Canterbury by 0.5%.
- 6.6.19 While there are greater reductions in specific merchandise sectors, such as apparel retail in Rangiora potentially falling by 8.6%, these figures assume that the proposed KAC has built out the entirety of its modelled apparel retailing space as at 2028, which is considered an unrealistic proposition. The same modelling estimates an overall increase in retail spend in Waimakariri District of 8.6% by 2028, which accounts for

the proposed Ravenswood KAC resulting in a net reduction of retail leakage out of the District, with the model factoring in preferences for shopping locations.

6.6.20 In determining the *retail distribution* effects from the trade impact analysis, care has been taken to exclude *trade competition* as an effect, with the former being the effects on the social and economic functions of centres and the investments made in them, and the latter being competitive forces in the marketplace which are proscribed from consideration under the RMA. The trade impact reductions of 1.4% or less, on centres outside of Waimakariri District, are considered less than minor at the outset. The trade impact of 2.7% at Kaiapoi is considered minor, while the retail distribution effects have been assessed in great detail for Rangiora to elaborate on the potential trade impact of 5.8% reduction in retail spending.

6.6.21 Insight Economics considers a variety of mitigating factors on the potential retail distribution effects, such as:

- (a) A significant amount of retail and other commercial activity has already been consented for the Site even absent the proposed rezoning. This creates an elevated baseline against which the proposal should be assessed, which reduces its incremental impacts.
- (b) Further, trade impacts will be spread across a diverse network of retailers, not shouldered by just one or two stores or centres.
- (c) The Site's readily accessible location will draw customers from a wide geographic catchment that spans the entire District, plus areas to the north, which further helps to diffuse trade impacts.
- (d) Moreover, because district retail sales are growing so rapidly, initial trade impacts experienced by other stores and centres will be relatively short-lived as turnovers recover alongside increases in district spending.
- (e) At the same time, a large proportion of local spending leaks out to Christchurch city, which the proposal will help to address. Consequently, the proposal will increase the size of the District's "retail pie" which, in turn, will further help reduce the impacts of trade diversion.
- (f) As a result, Insight Economics considers it highly unlikely that any Rangiora stores will close, which significantly curtails the scope for retail distribution effects to occur.
- (g) It is also unlikely that retailers would relocate from existing towns (particularly Rangiora and Kaiapoi) to Ravenswood *en masse* due to the nature of long-term leases, consideration of moving costs, and the novelty of a new location being very temporary.
- (h) Rangiora also fulfils a wide range of non-retail roles and functions, none of which will be affected. Assuming retail employment generates the same turnover per worker as other industries, the estimated average retail trade impact of 5.1% translates to an overall reduction of centre economic activity of 2.1%.

- (i) In addition, people who previously shopped at specific specialty stores in Rangiora will still return to those stores even if they frequent new stores at Ravenswood, because those Rangiora specialty shops will remain the best way to meet those specific retail needs.

6.6.22 As noted, additional core retail proposed under the PPCR represents 34% of the growth opportunity to be planned for in the District (applying the NPS:UD-directed competitiveness margin), with the same opportunity able to be shared between the existing KAC's of Rangiora and Kaiapoi. This ensures there is plenty of remaining retail space to fulfil the growth and development aspirations of other centres, further minimising any risk of retail distribution effects. Given the lead-in time for the proposed Ravenswood KAC to develop and establish, the enabling of a new KAC is unlikely to present any retail "shock" to the existing towns, thereby allowing them to reach equilibrium and grow simultaneously.

6.6.23 In light of the above considerations, RDL has decided not to include staging rules in the PPCR because the town centre is anticipated to grow in an organic modular fashion, with an integrated pattern of development over time. To achieve this outcome, design principles, and assessment matters require each resource consent application for new building(s) to demonstrate that future integration of development on vacant Business 1 Zone land will not be foreclosed, including the provision of not less than 5,984m² of land as town square/public space(s).

6.6.24 The market-led growth of Ravenswood relies on a natural co-location of similar and complementary activities, which cannot be reliably predicted and managed with staging rules *ex ante*. To clarify the anticipated growth of the proposed town centre, the narrative below identifies the likely development phases over time.

(a) Phase 1: Present Day

The presently consented commercial development is centred on Lots 13 and 14 for approximately 3,700m² of retail space and the surrounding Business 2 activities, including the petrol stations, supermarket, and McDonald's restaurant. This serves as a local neighbourhood centre for Ravenswood, providing for the immediate needs and basic amenities of the neighbouring residents and surrounds. Further development of the Business 2 land will likely involve light industries, engineering workshops, and trade-related activities.

(b) Phase 2: Short Term (0-3 years)

Upon the PPCR becoming operative, interest in the newly-zoned business land is likely to come from retail activities not previously viable in existing towns, such as large format retailers who require large sites, the latter being rare in established, closely subdivided town centres. Initial development under the PPCR zoning is anticipated to include 'destination' stores, which require large floor plates. These will likely favour locations along Garlick Street, with its direct proximity to SH1.

The first developments to occur in the new KAC will serve as “anchor” tenants in the spatial framework of the new town, with larger buildings beginning to frame its urban form, allowing an internal roading pattern to be subsequently designed around these. During this phase, Ravenswood will have an established “neighbourhood centre” of local businesses north of Bob Robertson Drive, and some large “destination” activities such as large format retail or other activities to the south, not yet constituting a town centre or KAC comparable to Rangiora or Kaiapoi.

(c) Phase 3: Medium Term (3-10 years)

As the residential area surrounding the Ravenswood KAC develops, the commercial viability of Business 1 zone land increases to serve the growing population. During this phase, businesses looking to co-locate with the established ‘destination’ activities of the KAC area begin to emerge. This will enable finalisation of the internal street pattern and open space layout, confirming the aesthetic and character of the town centre.

The new town centre will be modest at this phase, though it will take on more of the social and community functions of a KAC, as civic and other activities are anticipated to establish in Ravenswood. The function of the new town will begin to expand beyond being solely a neighbourhood centre from this phase, at a pace the surrounding catchment and market enables.

(d) Phase 4: Longer Term (10-30 years)

The last phase of development at Ravenswood will be the consolidation of the town centre and maturation of the retail area, with other activities filling in the remaining gaps and land uses adapting to the dynamic nature of the KAC. It is anticipated that full build-out of the proposed KAC area will likely be well after the 2028 horizon (nominally adopted in the economic assessment), with Ravenswood having the functionality of a KAC much later than this. While Ravenswood is proposed to be a dynamic and evolving town in its own right, at full build-out the town will become the third largest town, having a KAC area of 12.8ha behind Rangiora at 30ha and Kaiapoi at 13ha (with the latter two areas including the area of roads).

Other Considerations

- 6.6.25 Addressing the issues of retail and employment leakage to Christchurch City and Waimakariri District’s aspiration for greater self-sufficiency in Policy 13.1.1.1, the proposed Ravenswood KAC offers the opportunity to provide business activities not readily available or feasibly possible in the existing centres. The proposed Ravenswood KAC will be located on large vacant land parcels enabling a wide variety of building

types and a 'blank slate' for their construction, presenting opportunities for building typologies not easily accommodated in more traditional urban environments.

- 6.6.26 Further, Ravenswood's close proximity (and express connection) to State Highway 1 offers convenient access for those traveling further to visit and spend within the District. The transportation network connects with a large potential catchment extending from Christchurch's northern suburbs, such as Papanui and Belfast, which will be linked directly by motorway upon completion of the Christchurch Northern Motorway, and then by SH1 to as far north as Amberley and Leithfield in the Hurunui District. The accessibility advantages of Ravenswood further mitigate any retail distribution effects across a large catchment, with a number of retail centres competing at the sub-regional level.

6.7 Transport Effects

- 6.7.1 Transport matters and effects associated with the PPCR have been addressed in the Integrated Transport Assessment (ITA) report prepared by Stantec New Zealand (refer **Annexure 2**).

Existing Transport Infrastructure

- 6.7.2 The Site is accessed from the north from Waikuku and Hurunui District via State Highway 1, east from Pegasus on Pegasus Boulevard, and south from Woodend, Kaiapoi, Christchurch, and Rangiora via Woodend.
- 6.7.3 While there is very little traffic volume to assess within the Site, which is mostly undeveloped at the present time, the ITA has obtained reliable 2018 data from Waka Kotahi - New Zealand Transport Agency (NZTA) for the roads nearby to the Site. A clear pattern of increasing traffic volume is observed heading southbound on State Highway 1, from 12,500 vehicles per day (vpd) south of Waikuku (and north of the Site) to 17,400 at Woodend School.
- 6.7.4 Stantec notes that traffic volumes south of Woodend are particularly high for a rural two-lane road, with significant peak usage on weekday evenings and Sunday afternoons. Pegasus Boulevard sees approximately 6,000vpd according to Mobile Road App. Crash data shows that 18 crashes have occurred at the SH1-Pegasus Boulevard roundabout between 2015 and 2019, two of which resulted in minor injuries with the remainder resulting in no injuries at all, likely being low-speed impacts typical of roundabouts.
- 6.7.5 Alternatives to private vehicles include the 95 Waikuku and Pegasus to City bus service that operates between Pegasus and Christchurch, past the Site, from 6:00am to 10:00pm. It runs hourly in each direction, with increased frequency and express services during commuter hours. Cycling along SH1 is not well catered for with narrow margins on the edges of the road indicated by painted lines. Similarly with Pegasus

Boulevard for trips to the beach, though traffic volumes are lighter and there are separated footpaths as an alternative.

- 6.7.6 The layout of the Site is characterised by the central 'spine' of Bob Robertson Drive, which will extend from the roundabout at Rangiora-Woodend Road in the southwest to the roundabout at SH1 and Pegasus Boulevard to the northeast. Presently, only a 400m southern stretch and a 700m northern stretch of this is constructed, with the remainder to be completed by October 2020. The layout of the existing roads deviate from those prescribed on the existing Outline Development Plan 158, which is visibly obvious when this plan is overlaid with the approved cadastral and roading pattern.

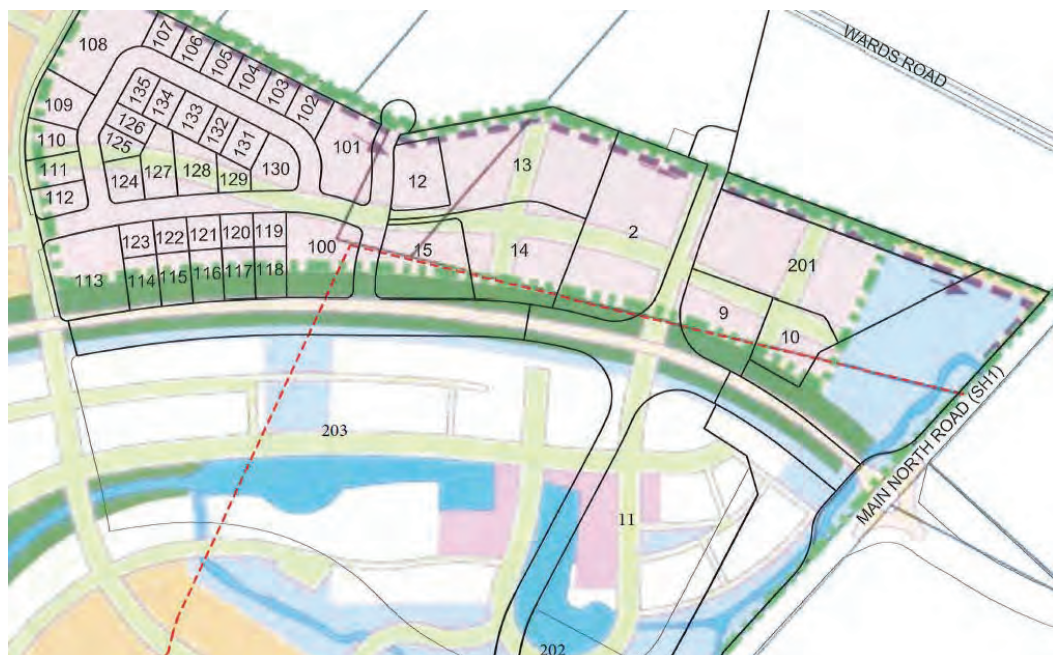


Figure 8: Existing ODP 158 Overlaid with approved cadastral and roading pattern

- 6.7.7 At the northern end of the Site where the KAC is proposed under this PPCR, the first roundabout is large four-leg intersection with two north-south lanes and one east-west lane on each side, prioritising the north-south movement of State Highway 1, with a posted speed limit of 70km/h. Footpaths of 2.5m in width are provided on all sides and are wide enough for both pedestrians and cyclists. Within the Site, 170 metres west, is the second smaller four-leg roundabout with a single circulating lane and two approach lanes at each egress point. Wide footpaths are provided on all sides and pedestrian crossings are provided with refuges across each of the four legs.
- 6.7.8 Bob Robertson Drive is wide, having planted berms, 3.6m wide traffic lanes, 1.6m wide shoulders, and a flush median for the approach to the Garlick Street/Kesteven Street roundabout. Garlick Street extends south from Bob Robertson Drive to a cul-de-sac head at present, though it features a 3m wide footpath on its western side and a standard width footpath on the eastern side. Kesteven Street opposite also terminates

at the stormwater drainage reserve, with the existing McDonald's restaurant having access onto this road. The only other formed roads are Lilburne Street and Bowmaker Crescent in the consented light industry cluster, with these having footpaths and wide carriageways consistent with this type of land use. Some vehicle crossings have already been built for the consented developments across the Site, such as that for the supermarket and another for the retail development on Bob Robertson Drive.

- 6.7.9 The generous standards of the roads built so far anticipate a busy traffic environment, located in close proximity to SH1 the proposed Woodend Bypass, which will form part of the Christchurch Northern Motorway and State Highway 1. Designations in place will see the Bypass terminate near the large roundabout, and a spur connecting the southern end of Garlick Street as an on/off approach for Woodend. While no timeframe is set for the construction of the Woodend Corridor Bypass, it has political and popular support locally, and has been presented by the Waimakariri District Council to the Government as a regional economic stimulus project that would support the Covid-19 response as a "shovel-ready project."

Traffic Generation Forecasts

- 6.7.10 To enable the traffic generation characteristics to be assessed, the ITA has considered the proposed new zoning framework and Outline Development Plan 158, along with the classification of Bob Robertson Drive and Garlick Streets as Urban Collector Roads. Rules regarding trip generation, parking rates, and the design of transport infrastructure. This PPCR does not amend the existing WDP.
- 6.7.11 Using NZTA Research Report 453 'Trips and Parking Related to Land Use' on large shopping centres (being over 10,000m²), Stantec have adopted a traffic generation rate of 4vph/100m² GFA for 'Core Retail' activities in the Business 1 zone, based on the following assumptions, to model future traffic generation and movement:
- (a) The proposed Business 1 zones could accommodate over 30,000m² GFA of core retail;
 - (b) The "remote" location of the KAC relative to the largest residential catchments i.e. Christchurch;
 - (c) The high traffic generating supermarket is treated separately;
 - (d) The background volumes in the adopted traffic modelling are high; and
 - (e) The time of peak traffic generation of the various activities will not be coincident, and indeed will not all occur during the evening peak period.
- 6.7.12 A traffic generation rate of 1.5vph/100m² GFA has been used for future 'Other Business' activities in the Business 1 zones consistent with the assumed 30% non-retail allocation in the Insight Economics assessment, and all future activities in the Business 2 zones consistent with the assumed traffic generation rate used for an assessment of Business 2 activities in 2016.

6.7.13 Previous modelling undertaken to support the current zoning and some of the constructed and consented activities has been used as the 'existing environment' and a baseline for modelling the effects of the PPCR. Split into two zones, Zone 1 represents the existing commercial area comprised of Business 2 Zone land shown on the existing Outline Development Plan 158, while Zone 6 comprises the Business 1 area previously marked for a local town centre shown on the existing Outline Development Plan 158, along with the surrounding residential area.

CHANGES TO TRAFFIC GENERATION FORECAST		
	ZONE 1 "COMMERCIAL AREA"	ZONE 6 "TOWN CENTRE"
Existing Modelling	45,850m ² GFA of Business 2 activities: 690vph	4,200m ² GFA of Business 1 and 150 residential lots: 620vph
Proposed Activities	25,200m ² GFA in Business 2 subdivision, 600m ² childcare centre, 3,700m ² consented retail development: 990vph 11,400m ² GFA of core retail, 4,880m ² GFA of other Business 1 activities: 70vph	1,740m ² GFA of new Business 2 activities: 30vph 15,490m ² GFA of core retail, 6,630m ² GFA of other Business 1 activities: 710vph
New Traffic Generation	1,100vph Increase of 380vph (55%)	740vph Increase of 120vph (19%)

6.7.14 Page 17 of the ITA report states "The change in trip generation to and from Zones 1 and 6 associated with the PPCR is predicted to be an increase of approximately 500vph" above the modelled existing environment.

6.7.15 The layout of the Site is considered robust for these traffic volumes, with most trips anticipated to originate or terminate at Bob Robertson Drive or Garlick Street. Both of these roads are identified as 'Urban Collector' and are wide enough for turning traffic to have plenty of visibility. They are also served by efficient roundabouts designed for the anticipated traffic volumes. Stantec considers that road upgrades are not necessarily required for the anticipated traffic volumes, however some localised upgrades at busy crossings may be justified depending on the design and function as development proceeds. The 'urban collector' status of Bob Robertson Drive and Garlick Street ensures that vehicle crossings serving the Business 1 Zone land will need to be properly assessed and designed to the conditions, such as featuring turning lanes where appropriate or signals for a particularly busy crossing.

Effects on Transport Network

- 6.7.16 The traffic modelling in 2016 for the earliest consents in the Ravenswood Commercial Area and development of the road network previously assumed high traffic volumes to account for a full build-out of the Outline Development Plan 158 area. This approach provided a robust assessment of a “worst case” and long-term scenario of the existing zoning framework and an accurate baseline to measure the effects of the PPCR. Previous modelling had also accounted for construction of the SH1 Woodend Bypass in its scenarios, which is more relevant now than in 2016.
- 6.7.17 Anticipated effects on the transport network are considered minor, with the large roundabouts on Bob Robertson Drive and particularly SH1 expected to operate efficiently with the traffic generated by the proposed KAC. The SIDRA modelling used to forecast traffic generation estimates almost a third of trips to and from Ravenswood using Bob Robertson Drive to the west of the proposed KAC, reducing reliance on the Main North Road roundabout, with the Garlick Street spur of the SH1 Woodend Bypass further reducing dependency on this intersection.
- 6.7.18 The modelled performance in 2016 estimated a traffic volume of 3,040vph and an average delay of 10 seconds, which is proposed to increase under the PPCR to 3,200vph and an average delay of 13 seconds. This is considered less than minor with much of the traffic being State Highway 1 north-south trips, and the 13 second delay considered a good level of service. This is not expected to result in adverse effects of queuing and movement conflict on the BP and Gull service stations, which have vehicle crossings west of the roundabout.
- 6.7.19 The modelled roundabout performance of the smaller roundabout on Bob Robertson Drive and Kesteven Street/Garlick Street in 2016 assumed a traffic volume of 2,270vph with an average delay of 6 seconds. Traffic modelled under the PPCR zonings increases this slightly to 2,540vph and an average delay of 8 seconds, well within the operational capacity of the intersection.
- 6.7.20 Effects on the wider road network are considered less than minor, with increased traffic volumes on external routes such as Rangiora-Woodend Road being 90vph or less. The multiple connection points of the KAC ensures access is not reliant on a single road or intersection, with separate routes for traffic originating from the west (Rangiora), south (Kaiapoi, Woodend, Christchurch), east (Pegasus), and north (Waikuku, Hurunui District). Traffic effects on the wider network are further mitigated by the decrease in longer trips made for retail and commercial services, with Waimakariri District residents being able to access these within the District rather than making longer trips to Christchurch City.
- 6.7.21 Alternatives to private cars have been considered in Stantec’s assessment. The design of Business 1 development is intentionally required to be safer and more amenable for slow modes of transport, such as walking and cycling, with the internal roading network within the Site featuring wide footpaths for these modes and good

connectivity through the Site. Development of the KAC site will require mid-block pedestrian crossings across Bob Robertson Drive and potentially Garlick Street, though this will need be considered alongside the layout of development and the placement of vehicle crossings. Public transport in the area is managed by Environment Canterbury, which periodically reviews the routes and frequencies of bus transport. Stantec notes it would be sensible and desirable to have a bus route through the Site, particularly with public transport being a priority for KACs, and these can be readily accommodated with the wide berms and carriageways enabling the provision of bus stops within the KAC.

6.7.22 The conclusions of Stantec's full analysis are summarised below:

- (a) The PPCR rezoning is forecast to have negligible adverse effects on the performance of the strategic/arterial road network, particularly the roundabouts on Bob Robertson Drive and SH1, which are robust and designed for the capacity required for the KAC development.
- (b) By providing more employment and shopping opportunities close to the growing residential catchments in the Woodend / Ravenswood / Pegasus area as well as in Rangiora and Amberley, the PPCR is expected to reduce the need for longer distance travel to/from Christchurch
- (c) There will be an increased opportunity for residents to travel by non-car modes given the shorter travel distances required, with the Ravenswood master plan further encouraging non-car travel through a network of off-road paths
- (d) Good public transport accessibility and pedestrian provision are important for a KAC. It is considered that Bob Robertson Drive is a logical future bus route and Garlick Street could also accommodate buses. When the level of development in Ravenswood warrants bus services, the KAC will be well located for convenient public transport access to/from the surrounding area.

6.7.23 Overall, it is considered that the proposed development is able to be incorporated into the surrounding road network with only minimal impact on other road users and the network as a whole. Based on the modelling undertaken, Stantec advises that the road infrastructure both within and around the Site is robust and can safely and efficiently operate at the traffic volumes forecast under the PPCR.

6.8 Landscape, Visual Amenity, and Urban Design

- 6.8.1 A landscape, visual amenity and urban design assessment has been undertaken by Rough & Milne Landscape Architects and is included in **Annexure 3**.
- 6.8.2 The landscape and urban design impact assessment has been based upon the spatial layout of zones in the Outline Development Plan and the proposed rule changes under the PPCR. Also taken into consideration are the permitted baseline of the existing Outline Development Plan 158 and the WDP, and the existing environment of consented developments.

Landscape Assessment

- 6.8.3 The purpose of the landscape assessment is to determine the nature of the potential landscape effects of the PPCR and to identify suitable mitigation. The four main components used for this assessment are:
- (a) the context of the proposed KAC and how different land uses interface with each other;
 - (b) the connections and access through the KAC;
 - (c) the boundaries and edges of the urban form and KAC area;
 - (d) and the character derived from natural features in the landscape.
- 6.8.4 The landscape assessment identifies the visual elements of the Site and provides an assessment against the relevant objectives and policies of the WDP.
- 6.8.5 The KAC will be located within the rural landscape of the Canterbury Plains with nearby rivers and distant mountain views, and the developing residential area of Ravenswood to the west. The assessment highlights the importance of the stormwater reserve to the north and Taranaki Stream to the south and east in creating an edge to the KAC area that mitigates potential adverse visual effects and positively interfaces with the rural surrounds. The natural character of the area, comprising the streams and rivers of the Canterbury Plains, is effectively brought into the proposed Town Centre by the Taranaki Stream, thereby maintaining a sense of identity and place.
- 6.8.6 The Rough & Milne assessment notes the potential for adverse landscape and visual amenity effects due to the nature, scale and prominence of built form and lack of landscaping requirements for the Business 1 Zone adjoining Rural and Open Space zones. The Business 1-type development consented for Lot 13 is identified as an example, as this proposed development will face away from the northern boundary where the stormwater reserve is located, presenting building backs towards the rural area. While visual effects are mitigated by separation distances and planting within the stormwater reserve, this development (consented under existing Business 1 rules) highlights the imperative of achieving a positive interface with rural and open spaces.
- 6.8.7 The PPCR places the Taranaki Stream within an open space/reserve zoning, while the proposed new rules require buildings in the Business 1 Zone to engage with open space with building edge activation and architectural design responses. The Rough & Milne assessment concludes that the new rules proposed for Ravenswood Business 1 are likely to achieve a better result at the Business 1 - Rural Zone / Open Space interface than the current provisions, as the development principles in Policy 18.1.1.12 refer to integration with surrounding land uses. Additionally, the design related assessment criteria at 31.23.4 govern the design and appearance of buildings and require buildings to respond positively to open spaces and other land uses.

- 6.8.8 While the interface between the Business 1 Zone and Residential 6 Zone is noted as a potential issue, particularly given the 15m height limit for buildings in the Business 1 Zone, the proposed spatial arrangement and zoning in the PPCR separates these zones with roads and open spaces, thereby mitigating potential adverse effects through separation distance. The design-related assessment criteria for new buildings in the Business 1 Zone also require buildings to respond positively to other land uses such as residential areas and recommends landscaping as an appropriate measure to mitigate adverse effects on people and public spaces. The Business 2 Zone is expressly prescribed for utilitarian buildings and lower levels of amenity, therefore the interface between this zone and Business 1 is of little concern.
- 6.8.9 The spatial layout of the proposed KAC has been assessed with consideration for persons travelling into or around the KAC, with the area of greatest concern being on State Highway 1 where travellers will likely view the backs of buildings on Garlick Street. While the Taranaki Stream reserve and highway reserve offer a good degree of separation distance, it is envisaged that potential adverse effects can be mitigated through landscaping to obscure visibility of the building backs, which is expressly encouraged in 31.23.4(g) of the design-related assessment criteria for new buildings. The service stations and McDonald's restaurant at the 'gateway' to the KAC, reflect the underlying Business 2 Zone's locational objectives being on the edge of the urban area, close to arterial roads, and forming the gateway to the Town Centre.
- 6.8.10 Movement patterns within the KAC cannot be fully assessed without a spatial plan within the blocks, though the Rough & Milne assessment commends the proposed new rules for buildings in the Business 1 Zone at Ravenswood for prioritising safe pedestrian movement and legible routes in the development process. The proposed new rules in the PPCR cater for slow modes of transport such as walking and cycling. The Rough & Milne assessment identifies the need for north-south links within the Town Centre, linking the reserves in the north and south. The design-related assessment criteria provide for this consideration by giving the Council discretion to consider the layout of development, and provision of linkages. Their provision will assume increasing importance with each subsequent development application and consideration of cumulative effects. The criteria also stipulate a minimum requirement for a "town square and public space(s) of no less than 5,984m² enabling a network of linkages through the Town Centre.
- 6.8.11 In respect of landscape effects, Rough & Milne concludes that, the proposed KAC will be able to integrate into the surrounding rural environment and context between State Highway 1 and the growing residential area to the west. The PPCR's design-related assessment criteria for new buildings means that further context analysis will be undertaken for new development at the resource consent stage. The spatial arrangement of the KAC and the PPCR building design criteria are directed to create an attractive and high quality urban environment that is sympathetic to the character of the surrounding area.

Urban Design

- 6.8.12 In terms of urban design, the Rough & Milne report (Annexure 3) confirms that the proposed KAC is consistent with the broad intentions of the relevant district plan provisions and the overall purpose of a KAC, and outlines the expected urban form and design of Ravenswood. This is explored by the urban design metrics of location and function, connectivity and network, urban form and scale, character and appearance, open space and amenity, and access and servicing. The relationship between land use and transport is crucial in the assessment, shaping both the spatial layout and the vibrancy and activity of the KAC.
- 6.8.13 Rough & Milne states that the location and function of a KAC should serve as gateway to the District, which is reinforced by the Site's close proximity to State Highway 1 which brings in people from other districts. With the function of a KAC being a focal point for community and commerce, the Site's physical location between Woodend and Pegasus is considered ideal, being a natural convergence point for locals, further serving to consolidate the growing urban Woodend-Pegasus neighbourhoods and nearby smaller towns such as Waikuku and Tuahiwi. Relying on these roads and links for access ensures travel into the KAC. Internal transport links provide a clear hierarchy of transport routes that bring people into the KAC, which should invite people to leave cars and transport and spend time within the area.
- 6.8.14 Connectivity within the most active and attractive parts of the town centre should be given priority, particularly in managing the extent of parking, which can have the effect of fragmenting an urban area and discourage walking. The design criteria proposed in the PPCR ensures the design and layout of development takes this priority into account, particularly with buildings required to have parking to the side or rear of building frontages, creating consistent building lines and attractive public spaces.
- 6.8.15 Rough & Milne notes that the greenfields Site in single ownership creates possibilities to accommodate activities and building typologies not elsewhere found in the District. The scale of the urban form is not restrained by an existing urban framework in the same way as Rangiora and Kaiapoi, though the design criteria require development to appropriately interface with pedestrian areas at a finer scale. Further to this, modulation, fenestration, and articulation of building edges and walls are prioritised, with the need for blank walls to be minimised. The character of the Ravenswood town centre will be inherently different to the other towns, as character cannot be properly replicated from an existing form or immediately established by intention. Instead, the Ravenswood town centre will be developed in a modular fashion, taking cues from the spacious open rural setting and adjacent Taranaki Stream.
- 6.8.16 The open spaces to the north and south of the proposed KAC frame the town centre, which will be supported by the requirement to incorporate at least 5984m² of open

space within the KAC. The potential for linkages between the existing open spaces through the new open space is encouraged in the proposed policies, which also require development to incorporate the open space into the design. It is proposed that the open space will maximise the amenity and character of the new urban centre by capturing sunlight, views, shelter, and being proximate to a range of activities and amenities.

6.8.17 The proposed design criteria in the PPCR are useful for a 'blank canvas' development which builds on the consented development. The criteria-based approach sets out the expectations and design principles for guiding development of the town centre. Modular development will rely on the proposed urban design criteria at the micro level to guide the form of buildings, while the policies and design assessment matters guide development at the macro level in determining the layout and function of the KAC.

6.8.18 The modular development process envisaged will rely on 'anchor' tenants being confirmed, with key amenities and layout crafted around these for the remainder of the development to take shape. There is an expectation for larger stores or LFR to develop at the eastern edge of the urban core (Business 1 zone land) as this is proximate to SH1 and the busiest roads. Business 2 zoning is proposed in "centre fringe" locations to provide for "other commercial" activities, thereby better enabling Core Retail activities to support a compact town centre on Business 1 zone land.

6.8.19 Building edges and interfaces with streets is critical to the character and experience of an urban area, particularly for a KAC. The proposed urban design criteria encourage compact and co-ordinated development that interfaces positively with public spaces. Critically, the criteria have no front yard setbacks and require maintenance of a consistent building line, to provide the edge to streets and open spaces, reinforced by the requirement for legible entrances. Parking and servicing areas are required to be located to the side or rear of buildings to preclude parking lots in front of buildings and reinforce the logic of a public frontage to streets.

6.8.20 Rough & Milne considers that the PPCR rules and assessment criteria are appropriate to mitigate any potential adverse effects on the landscape and surrounding rural landscape. Rough & Milne also concludes that the provisions of the PPCR are consistent with the relevant objectives and policies of the WDP.

6.9 Site Development Effects

6.9.1 The Infrastructure Assessment Report has been prepared by Davis Ogilvie & Partners Ltd and is included as **Annexure 4**. The report outlines the infrastructure services in place on the Site to enable the proposed KAC, with most of these services having been provided for as part of subdivision consent RC165342 granted in 2017. This consent assumes a mix of residential and business activities similar to that shown on the existing Outline Development Plan 158, noting that the area south of Bob Robertson

Drive was designed to service a greater mix of commercial activities than the proposed Business 1 zone area will facilitate.

Earthworks

- 6.9.2 Bulk earthworks have been completed across the Site, though some elements remain outstanding including some filling work on Lot 203 and work to enable connection roads across the Taranaki Stream. Lot 203 will be filled to a finished level of 11.31m-11.91m, and approximately 1.2ha of earthworks is required around the Taranaki Stream, involving a net import of fill of approximately 90,000m³. Works will be undertaken in accordance with NZS4431:1989 and existing WDC and Environment Canterbury consents.
- 6.9.3 The Site has been remediated from contamination, with an underground storage tank removed from Lot 203, along with the surrounding contaminated soil. Earthworks associated with future building and development will be addressed in the normal manner as future resource consents are applied for.

Wastewater and Water Servicing

- 6.9.4 A gravity sewer network has already been established within the Site as part of previous consents. It is served by a pump station at the northern end of Kesteven Street, which is referred to as Pump Station 2. This network has been designed in accordance with the WDC Engineering Code of Practice to accommodate both retail/commercial activities and light industrial activities, which have a higher servicing requirement. Light Industrial lots are served by 150mm uPVC lateral pipes, while the retail/commercial area is served by nine 150mm or 225mm uPVC laterals.
- 6.9.5 Water supply is currently served from a single supply point in Pegasus, though the overall strategy involves bringing an additional pipe from Woodend once the Chinnerys Road pump station is connected. The water supply system will provide sufficient pressure for firefighting requirements and a peak flow rate of 1.0 litres/second/hectare, with the main line being a DN 300 uPVC PN 12 pipe beneath Bob Robertson Drive. Lots in the light industrial area are served by a single 20mm OD pipe, while the retail/commercial area is future-proofed for development having five laterals from the road extending into Lot 203.

Stormwater

- 6.9.6 The Ravenswood Commercial Area has two separate piped primary stormwater networks that operate in isolation from each other. These networks discharge to two points (N2 and N3) in the North Stormwater Management Area (SMA), being a drainage reserve containing ponds and wetlands to the north of Kesteven Street. This system has been constructed in accordance with the regional consent CRC168257 for

discharge to land and water. Discharge point N2 has a catchment of 12ha including much of the light industrial and nearby commercial land, while discharge point N3 has a catchment of 13.2ha comprised mostly of the proposed Town Centre land.

- 6.9.7 Lateral pipes are either 150mm or 225mm in the light industrial area and 300mm or 375mm in the retail/commercial area. The stormwater strategy was prepared on the assumption of an average impervious area of 61% on the residential land and 90% in the commercial area. Primary stormwater reticulation has been designed to the 20% AEP event while the secondary flow path design is to the 2% AEP event. This secondary flow system includes the swales on either side of Bob Robertson Drive west of Garlick Street and the supermarket at Lot 2.
- 6.9.8 Stormwater discharge and treatment using the SMA system in the drainage reserve works by water entering first flush basins, followed by dry basins to remove sediments and solids, before entering treatment wetlands and shallow vegetated areas for enhanced removal of contaminants. Lastly, stormwater flows to an extended detention basin for ponding in larger rainfall events. The stormwater drained from the Ravenswood Commercial Area takes approximately three days to drain from the first flush basin to the wetland.

Other Services

- 6.9.9 Electric power reticulation has been installed in common service trenches by Mainpower and will be confirmed for suitability ahead of development of Lot 203. Telecommunication lines have been installed by Enable also within service trenches, with connections available to all lots except Lot 203, with the latter requiring a cabinet extension ahead of development.

6.10 Conclusion on Effects

- 6.10.1 It is considered that the PPCR proposals to re-zone the Site and establish a Key Activity Centre should be approved and included in the WDP. The proposed zoning approach is enabling and consistent with the provisions of both the RMA and the WDP, that requires appropriate management of the physical resources of Waimakariri District.
- 6.10.2 The PPCR enables a third KAC in the Waimakariri District complementary to Rangiora and Kaiapoi, being of a distinctly modern character and able to take on a unique economic function due to its proximity to State Highway 1 and its reach across the sub-region.
- 6.10.3 The Plan Change will enable the Waimakariri District to meet the needs of the existing community and the growing residential population while strengthening the economic and employment self-sufficiency, and resilience, of the District.

- 6.10.4 The analysis of the objectives and policies of the relevant statutory and non-statutory documents has shown that the proposal is suited to this location, and that it will enhance the level of choice, convenience, and service available to the local community, Waimakariri District, and the greater Christchurch area.
- 6.10.5 Consultation has been initiated with the various landowners/stakeholders within the RCA (refer Section 8).
- 6.10.6 The following s32 RMA evaluation also demonstrates that the PPCR is the most appropriate means of achieving the purpose of the Resource Management Act 1991.

7.0 SECTION 32 EVALUATION

7.1 Requirement Under Schedule 1

- 7.1.1 This section addresses the requirement under Clause 22(1) of Schedule 1 RMA which states:

A request made under clause 21 shall be made to the appropriate local authority in writing and shall explain the purpose of, and reasons for, the proposed plan or change to a policy statement or plan and contain an evaluation report prepared in accordance with section 32 for the proposed plan or change.

- 7.1.2 The most relevant requirements of s32 RMA, being subsections (1)-(3), are set out in full:

- (1) *An evaluation report required under this Act must—*
 - (a) *examine the extent to which the objectives of the proposal being evaluated are the most appropriate way to achieve the purpose of this Act; and*
 - (b) *examine whether the provisions in the proposal are the most appropriate way to achieve the objectives by—*
 - (i) *identifying other reasonably practicable options for achieving the objectives; and*
 - (ii) *assessing the efficiency and effectiveness of the provisions in achieving the objectives; and*
 - (iii) *summarising the reasons for deciding on the provisions; and*
 - (c) *contain a level of detail that corresponds to the scale and significance of the environmental, economic, social, and cultural effects that are anticipated from the implementation of the proposal.*
- (2) *An assessment under subsection (1)(b)(ii) must—*
 - (a) *identify and assess the benefits and costs of the environmental, economic, social, and cultural effects that are anticipated from the implementation of the provisions, including the opportunities for—*
 - (i) *economic growth that are anticipated to be provided or reduced; and*
 - (ii) *employment that are anticipated to be provided or reduced; and*
 - (b) *if practicable, quantify the benefits and costs referred to in paragraph (a); and*
 - (c) *assess the risk of acting or not acting if there is uncertain or insufficient information about the subject matter of the provisions.*
- (3) *If the proposal (an amending proposal) will amend a standard, statement, national planning standard, regulation, plan, or change that is already proposed or that*

already exists (an existing proposal) , the examination under subsection (1)(b) must relate to—

- (a) the provisions and objectives of the amending proposal; and*
- (b) the objectives of the existing proposal to the extent that those objectives—*
 - (i) are relevant to the objectives of the amending proposal; and*
 - (ii) would remain if the amending proposal were to take effect.*

7.1.3 Therefore, in broad terms and in the context of the PPCR, the s32 evaluation must include an examination of:

- (a) the objective of the PPCR in terms of achieving the purpose of the RMA
- (b) the provisions of the PPCR in terms of achieving the objective.

7.1.4 In accordance with s32(6) of the RMA and for the purpose of this s32 evaluation:

- (a) the 'proposal' means the PPCR.
- (b) the 'objective' means the amended WDP Objective 15.1.2 (identified as Change 7 in the Schedule of Changes – Annexure 3).
- (c) the 'provisions' refer to all other change identified in the Schedule of Changes that implement or give effect to the above objective.

7.1.5 An evaluation report must contain a level of detail that corresponds to the scale and significance of the environmental, economic, social and cultural effects that are anticipated from the implementation of the PPCR. To put the scale and significance of the PPCR into perspective, the following characteristics of the PPCR are noted:

- a. The subject land is already zoned for urban development. The PPCR changes the mix of urban zones (Residential and Business) within the Site to a combination of Business 1 and Business 2 Zones.
- b. The subject land is held in a single ownership by RDL as the initiator of the PPCR.
- c. The degree of impact on the natural environment is minimal.
- d. RDL has initiated contact with Mahaanui Kurataiao Ltd on behalf of relevant runanga, and proposes a consultative approach with respect to acknowledging tangata whenua values.
- e. The degree of policy and implementation risks is low as the PPCR respects the existing WDP structure and policy framework by largely adopting the existing WDP methods and provisions. The new design controls are specific to the Ravenswood KAC and will not affect developments in other parts of the District.

7.2 Appropriateness of the PPCR objective (s32(1)(a))

- 7.2.1 The PPCR does not introduce any new objectives into the WDP. It only proposes to amend Objective 15.1.2 in Chapter 15 Urban Environment, as shown in red text as follows:

Objective 15.1.2 Role of Key Activity Centres

Recognise the role of the ~~Key Activity Centres~~ at Rangiora ~~and~~, Kaiapoi ~~and Ravenswood~~ as significant concentrations of business activities with key transport, cultural and community infrastructure in a way that:

- strengthens the Business 1 Zones of Rangiora ~~and~~, Kaiapoi, ~~and Ravenswood~~ as the primary employment, ~~retail~~ and civic destinations;
- identifies the role of local retail centres as providing convenience retail functions appropriate within the zone to which they are located;
- acknowledges the ~~established~~ Business 1 Zones ~~activities~~ of Woodend, Pegasus and Oxford, that provide for a similar range of activities to the ~~Key Activity Centres~~ at a size sufficient to provide for the needs of those communities; and,
- provides for limited retail activities within Business 2 Zones that are supportive of the ~~Key Activity Centres~~.

Policy 15.1.2.1

Provide for activities within ~~Key Activity Centres~~ in a way that:

- achieves efficient utilisation and redevelopment of sites;
- considers integrated public transport linkages;
- allows for the efficient movement of pedestrians;
- avoids reverse sensitivity effects on existing ~~Key Activity Centre~~ activities; and
- anticipates appropriately located commercial tenancies that fulfil a retail anchor function.

Reason for change: Includes Ravenswood as a KAC that exists alongside the existing town centres.

- 7.2.2 Section 32(1)(a) of the RMA requires this amended objective to be examined in terms of the extent to which it is the most appropriate way to achieve the purpose of the RMA.
- 7.2.3 The purpose of the RMA is to promote the sustainable management of natural and physical resources. Sustainable management means managing the use, development, and protection of natural and physical resources in a way, or at a rate, which enables people and communities to provide for their social, economic, and cultural well-being and for their health and safety while—
- sustaining the potential of natural and physical resources (excluding minerals) to meet the reasonably foreseeable needs of future generations; and
 - safeguarding the life-supporting capacity of air, water, soil, and ecosystems; and
 - avoiding, remedying, or mitigating any adverse effects of activities on the environment.
- 7.2.4 The area now known as Ravenswood was rezoned from rural to residential and business zones through Plan Changes 5 and 7. Decisions on these plan changes were made in March 2010 and the current provisions became operative in March 2012.

These plan changes resulted in the inclusion of the current North Woodend ODP in the WDP.

7.2.5 While the areas provisioned for residential are developing in general accordance with the North Woodend ODP, the business provisions are no longer considered adequate for the following reasons:

- (a) The Canterbury Regional Policy Statement 2013 (RPS) identifies that there should be three KACs within the Waimakariri District and that these should be in Rangiora, Kaiapoi and Woodend-Pegasus. District plans must give effect to the relevant regional policy statement. This means that the WDC has a statutory obligation to identify three KACs in the WDP.
- (b) The WDC partially fulfilled this obligation in 2014 when it identified the Rangiora and Kaiapoi KAC's on its Planning Maps. The location and size of the district's third KAC in Woodend/Pegasus remained uncertain until 2017 when studies undertaken by the WDC resulted in its confirming the RCA as the most appropriate location for the district's third KAC.
- (c) Through the incremental consenting and development of retail and commercial activities within the RCA, Ravenswood is already establishing itself as an emergent centre that can readily provide for retail opportunities that other establishes centres in the District may find difficult. RDL continues to receive strong interest from businesses wishing to establish their presence within the RCA on land to the south of Bob Robertson Drive.
- (d) While RDL acknowledges that the WDC is looking to remedy the above issues as part of its district plan review, it is considered that the community cannot afford to put the development of the RCA on hold while waiting for the new District Plan ('2GP') to be notified and go through the normal RMA processes (which typically take 5 to 8+ years).

7.2.6 It is evident that the lack of suitably zoned business land within the RCA is failing to enable people and communities to provide for their social and economic wellbeing. The seven-year delay in identifying the District's third KAC in the WDP has failed to give effect to the RPS, specifically Policy 6.3.1.2, which requires councils to,

"[G]ive effect to the urban form identified in Map A (page 6-27) by identifying the location and extent of the indicated Key Activity Centres[.]"

7.2.7 Amending Objective 15.1.2 as proposed by the PPCR is considered the most appropriate way to give effect to the above RPS policy which, in turn, achieves the purpose of the RMA.

7.2.8 To inform the details of the PPCR, RDL commissioned Insight Economics to undertake an economic assessment of the likely economic effects of, and the rationale for, the proposed rezoning and KAC boundary. The findings of the economic assessment support the expansion of Business 1 zoning, and identification of the Ravenswood KAC, as proposed in the PPCR. The key economic benefits and rationale include:

- (a) The RCA is an ideal location for a town centre, being directly adjacent to, and visible from, the state highway.
- (b) The RCA is already destined to become a major commercial node for the district, as envisaged by 2017 work by the WDC which identified Ravenswood as the best location to accommodate the District's third KAC. The proposal represents a natural market response to strong recent and predicted future growth in district retail demand.
- (c) In addition to generating a range of benefits for its customers, the new centre will also benefit the wider community by increasing the level of retail competition, which in turn improves economic efficiency, both in the retail sector and beyond.
- (d) The District has very low levels of employment self-sufficiency. The proposal represents a significant step in the District's journey towards greater self-sufficiency and resilience, with all the social, economic, and environmental benefits associated with it

7.2.9 Other technical assessments prepared in support of the PPCR have identified and assessed the potential adverse effects of the proposal on the environment. As discussed in the AEE, these are considered acceptable, or can be appropriately avoided, remedied or mitigated through the PPCR provisions. The appropriateness of these provisions in achieving the objective of the PPCR is examined in the following section.

7.3 Appropriateness of the PPCR Provisions (s32(1)(b))

7.3.1 Having confirmed that the objective of the PPCR satisfies s32(1)(a) of the RMA, s32(1)(b) requires an examination of whether the provisions of the PPCR are the most appropriate way to achieve that objective by:

- (i) identifying other reasonably practicable options for achieving the objectives; and*
- (ii) assessing the efficiency and effectiveness of the provisions in achieving the objectives; and*
- (iii) summarising the reasons for deciding on the provisions;*

7.3.2 The "efficiency and effectiveness assessment" under clause (ii) must:

- (a) identify and assess the **benefits** and **costs** of the environmental, economic, social, and cultural effects that are anticipated from the implementation of the provisions, including the **opportunities** for—
 - (i) economic growth that are anticipated to be provided or reduced; and
 - (ii) employment that are anticipated to be provided or reduced; and
- (b) if practicable, quantify the benefits and costs referred to in paragraph (a); and
- (c) assess the **risk** of acting or not acting if there is uncertain or insufficient information about the subject matter of the provisions. **[Emphases added]**

7.3.3 The following sections explain the rationale for the proposed provisions and assess their efficiency and effectiveness in terms of “benefits and opportunities” and “costs and risks”, as relevant, having regard to the above requirements.

7.3.4 The options and provisions are examined in two stages. Stage one is to identify the most appropriate strategic approach; for example, whether a plan change is a more appropriate means to achieve the purpose of the PPCR compared to resource consent applications. Stage 2 involves examining the specific provisions of the preferred approach identified in Stage 1.

Stage 1: Strategic Approach Evaluation

7.3.5 The following reasonably practicable options have been identified and examined in terms of their appropriateness for achieving the objective of the PPCR:

Option 1: Status quo and resource consent application(s)

7.3.6 This option retains the existing WDP residential and business zoning, ODP and related provisions, and requires RDL to apply for the necessary resource consent(s) to enable the development of the Site. (Note: this is not the same as the “do nothing” option, which is identified as Option 3)

Option 2: Private Plan Change Request

7.3.7 This option involves modifying the existing WDP provisions to reflect the objective of the PPCR.

Option 3: Do nothing and wait for the District Plan Review

7.3.8 This option involves deferring new development until the 2GP has progressed sufficiently to provide for businesses and other town centre developments within the RCA.

OPTIONS	BENEFITS & OPPORTUNITIES	COSTS & RISKS
1. Resource consent(s)	This option avoids the costs and delays associated with a private plan change process. Existing and proposed developments within the RCA have managed to obtain the necessary resource consents despite misalignment with the zoned intent and roading/subdivision layout. Future developments could follow the same approach, likely by way of non-complying activity resource consent applications, which would allow the merits of each application to be assessed.	Future resource consent applications would be assessed against an outdated ODP and an irrelevant zone framework. This creates uncertainty for the WDC as to the outcome sought by their assessment, and for applicants in terms of the outcome of their applications. There is a risk that applications for business activities on the residentially zoned land could be refused on policy grounds. This could discourage appropriate developments that would otherwise promote the efficient use of the land. In the alternative, if the WDC were to grant consent to such applications, the integrity of the WDP could be undermined.
2. Private Plan Change Request	The PPCR provides an opportunity to update and improve the existing provisions, to ensure their relevance and to guide future development of this predominantly greenfield land. Through the identification of suitable commercial zones, the PPCR creates a presumption in favour of business and other town centre activities within the RCA, subject to detailed design considerations, thereby giving greater certainty to the WDC, RDL and the public as to the outcome anticipated for the RCA.	A PPCR would require additional resourcing from the WDC whilst it is working to notify its 2GP. This "cost" can be addressed by engaging external consultants to process either the PPCR or the 2GP. All costs associated with the PPCR process would be borne by the initiator (provided that the WDC "accepts" rather than "adopts" the PPCR).

3. "Do nothing"	The WDP review / 2GP process presents an opportunity for the WDC to undertake a comprehensive review of its land use, growth management and other resource management issues. The role of the RCA will be considered as part of that process and RDL will have the opportunity to participate in that process through submissions and hearings. This option may avoid the PPCR being considered in parallel with submissions and hearings on the 2GP, depending on the outcome and timing of the PPCR.	This option differs from Option 1 as it does not seek to advance further development of the RCA until the WDC has sufficiently progressed its 2GP. The timing and outcome of that process is unknown. This presents a high degree of risk (notification of the 2GP was previously scheduled for June 2020 and has now been pushed out to late 2021 (due to COVID-related disruptions). The opportunity cost of not proceeding with, or deferring, development of the RCA, would be detrimental to achieving the objective of the PPCR.
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7.3.9 In evaluating the relative merits of the above options, the opportunity costs and risks associated with Option 3 are considered to significantly outweigh the benefits. In particular, the timing risks associated with the notification and resolution of 2GP are considered too high and unacceptable in achieving the purpose of the PPCR. History confirms that district plan review processes in New Zealand take considerable time, delays are inevitable. The nature, extent, and volume of issues that could be raised through submissions on 2GP are unknown with substantial delay likely. To await significant resolution of the 2GP before advancing further development within the RCA would present unacceptably high opportunity costs. Hence, Option 3 is dismissed.

7.3.10 In contrast to Option 3, Option 1 allows immediate actions to be taken to achieve the objective of the PPCR through resource consent applications under s88 of the RMA. However, such applications are likely to be non-complying activities and would encounter policy and plan administration hurdles. Namely, the development of business and other town-centre activities is not currently provided for on a substantial portion of the RCA. The outcome of such applications would be uncertain. In any case, to challenge the provisions of the WDP in a piecemeal way could undermine the integrity of these provisions. The alternative of "updating" the WDP to reflect the intended planning outcome for the RCA is, in contrast, a more robust and principled option, and is considered more appropriate for achieving the objective of the PPCR.

7.3.11 Having considered other reasonably practicable options, a private plan change request (Option 2) is considered the most appropriate pathway for achieving the PPCR's objective. The following section provides an assessment of the specific provisions (including alternative provisions) for the PPCR.

Stage 2: Specific provisions evaluation

7.3.12 Having reviewed the existing WDP provisions, it is considered that the objective of the PPCR can be implemented by making the following changes:

- (a) Rezone the RCA to Business 1 and Business 2 as shown in Figures 3 and 4.
- (b) Identify the Business 1 zoned land as a KAC, being the third KAC within the District alongside Rangiora and Kaiapoi.
- (c) Replace the outdated North Woodend ODP with a new ODP which reflects the proposed rezoning and the Ravenswood KAC (and the subdivision layout, including approved cadastral pattern for the rest of Ravenswood).
- (d) Introduce new provisions to guide the design and assessment of development proposals within the Ravenswood KAC.
- (e) Consequential changes to update the WDP and ensure internal consistency.

7.3.13 Each of the above is considered a “provision” for the purposes of the following assessment. These provisions are examined below in terms of their efficiency and effectiveness in achieving the objective of the PPCR.

Rezoning options

7.3.14 Zoning options for business activities are limited under the WDP. Apart from several small pockets of historic business activities, most business areas in the district are zoned either Business 1 or 2.

7.3.15 The Business 1 zone defines the Key Activity Centres for business, social, community, cultural and administration activities. Planning policies require that Business 1 areas remain the dominant location and focal point for these activities, with emphasis on a high-amenity, well-designed environment to support these functions.

7.3.16 In contrast, the Business 2 zone includes those industrial and commercial areas which are characterised by large-scale buildings, low density of development and industrial-type activities. Policies generally provide for the continuation of a low-amenity, utilitarian built-environment that prioritises accessibility for cars over pedestrians. Restrictions are placed on retail activities that are better suited to, or could potentially undermine the vibrancy and vitality of, town centres.

7.3.17 At present, the commercial / industrial sections north of Bob Robertson Drive are zoned Business 2. A small area of Business 1 zoned land, akin in scale to a “village centre”, is located within Lots 203 and 11. However, the quantum of the allocated Business 1 land was transferred to Lots 13 and 14 through a resource consent (and an encumbrance registered on the donor Lot 11). There was no transfer of Business 2

entitlements in return, although the encumbrance on the title for Lot 11 acknowledges the WDC's acceptance, in principle, that Lot 11 can be used for Business 2 purposes subject to any required resource consents being obtained.

- 7.3.18 The PPCR proposes to rezone most of the Residential 6a zoned land and part of the Business 2 zoned land to Business 1, as shown in **Figures 1 and 9**. This creates approximately 12.8ha of Business 1 zoned land. The Business 2 Zone is retained for remainder of the RCA.

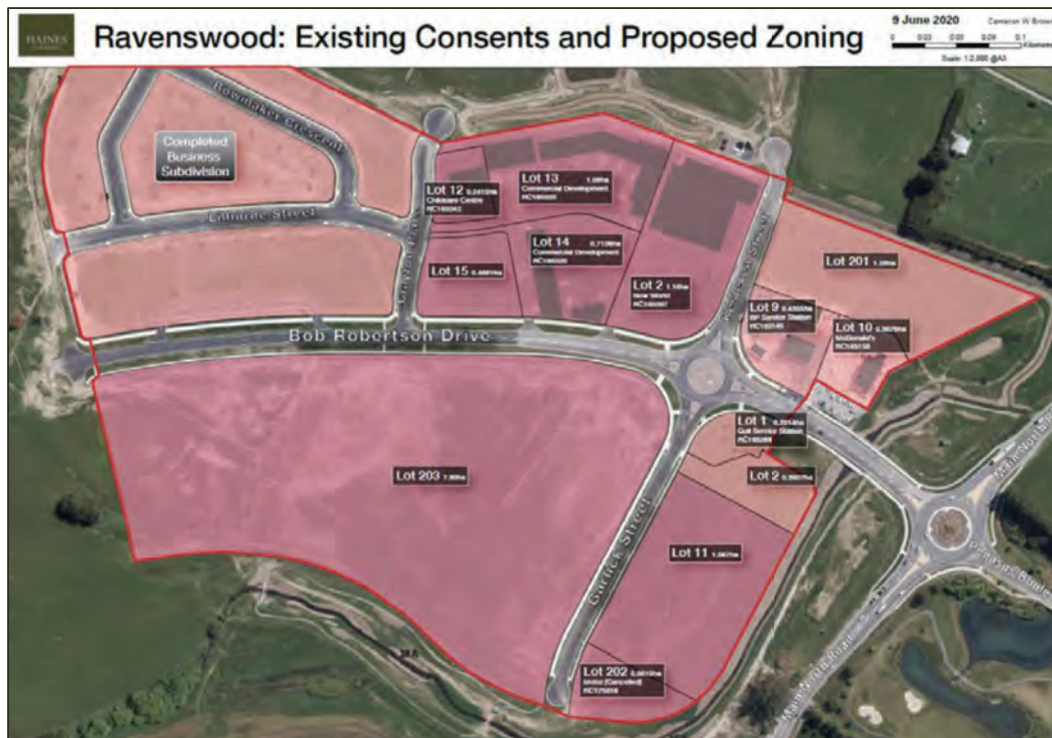


Figure 9: Ravenswood Commercial Area: Existing Consents and Proposed Business Zoning

- 7.3.19 The rationale for the extent of the Business 1 zone is as follows:

1. The block to the north of Bob Robertson Drive (between Clayton Place and Kesteven Street) is already consented for commercial developments. The nature and form of these developments are more akin to the type of activities that are typically located in a Business 1 zone than in Business 2. Rezoning this block to Business 1 simply reflects this reality.
2. The large block (Lot 203) to the south of Rob Robertson Drive (east of Garlick Street) presents the most significant opportunity for the development of a future town centre. The Business 1 zoning is proposed to reflect this intention, with the necessary emphasis to ensure a high-amenity, well-designed environment to support the town centre functions.

3. The block of land to the east of Garlick Street has characteristics that suit both Business 1 and Business 2 zones. Having considered different rezoning options, the PPCR proposes to rezone Lots 11 and 202 to Business 1, as an extension to the core town centre. The balance of this block is rezoned to Business 2 to reflect the consented use (Gull service station) and the more vehicle-oriented environment adjacent to the State Highway 1 roundabout and the main entrance into Ravenswood.
 4. It is proposed that the existing Business 2 zoning for Lots 9, 10 and 201 (east of Kesteven Street) and the industrial subdivision west of Clayton Place is retained as this zoning better reflects the existing, consented and intended non-Core Retail uses on these lots.
- 7.3.20 The proposed rezoning has been considered along with other alternatives, including retention of the existing zones, providing less Business 1 zoned land, and the introduction of bespoke zoning. A summary of the efficiency and effectiveness of these options is provided below.

OPTIONS	BENEFITS & OPPORTUNITIES	COSTS & RISKS
1. Retain the existing zones (status quo)	<ul style="list-style-type: none"> ▪ Enables residential development on land to the south of Bob Robertson Drive partially in accordance with the intent of PC5. ▪ Enables commercial development of land to the north of Bob Robertson Drive partially in accordance with the intent of PC 7. 	<ul style="list-style-type: none"> ▪ The existing zoning does not promote the objective of the PPCR. The current configuration is also inconsistent with the subdivision and roading layout of the RCA. The transfer of Business 1 allocation to the north of Bob Robertson Drive, through a resource consent, has further complicated and undermined the intent of the current zoning configuration. ▪ The existing Residential 6a zoning no longer meets the reality of prospective commercial tenants wishing to establish their presence in Ravenswood specifically and Waimakariri generally. ▪ The area has been earmarked as the District's third KAC in the district. The existing Business 1 provision, which is akin in scale to a "village centre", falls well short of giving effect to this policy.

2. Rezoning as proposed	<ul style="list-style-type: none"> Compared to Option 4 below (bespoke zones), this approach seeks to achieve the objective of the PPCR whilst utilising the existing WDP zones and provisions where possible. This aims to minimise changes that could create inconsistencies and/or undermine the WDP's integrity. To the north of Bob Robertson Drive, retaining the Business 2 zone for the block east of Kesteven Street and the industrial subdivision west of Clayton Place, and rezoning the central block to Business 1, appropriately reflect the actual and consented activities on these lots. Land to the south of Bob Robertson Drive is mostly vacant. The proposed Business 1 zoning enables the creation of a town centre of a scale that is befitting of KAC status. The proposed Business 1 zone will attract businesses that would otherwise be unable or unlikely to establish in Waimakariri due to a lack of suitably located and zoned land. The proposed Business 1 Zone will, in turn, promote greater self-sufficiency and reduce retail and employment leakage out of the District. 	<ul style="list-style-type: none"> The WDP is a first-generation plan which adopts an "effects-based" approach to managing activities. The structure and provisions of the WDP reflect this approach. The District Plan Effectiveness Review has identified a range of issues which the WDC will aim to address in the 2GP. By adopting the existing WDP zones and associated provisions, the PPCR will inherit some of the inherent issues within the WDP. This can be mitigated to a degree by making some targeted changes and "tidy ups". Perception of an oversupply of Business 1 zoned land, and the related opportunity cost of the land not being used for other uses, including residential or industrial uses. Perception that a town centre of this size would rival and/or compete with existing town centres at Rangiora and Kaiapoi and "pull" businesses away from those centres.
3. Rezoning with less Business 1 land (and more Business 2 land)	<ul style="list-style-type: none"> This is a variation of, and has the same general benefits as, Option 2. Rezoning Lot 203 as Business 2 would consolidate higher intensity commercial uses to the north of Bob Robertson Drive, thus creating a more compact "neighbourhood centre". The block to the east of Garlick Street is attractive to large format retail and/or trade supplier type activities, due to its location on the fringe of the RCA and its exposure to the State Highway. Business 2 is considered a viable alternative zone which would enable such 	<ul style="list-style-type: none"> Zoning Lot 203 as Business 2 would not go far enough in achieving the objective of the PPCR as the reduced provision of Business 1 zoned land is not considered befitting of a KAC. Zoning Lot 203 to Business 2 would result in the "town centre" being surrounded by industrial or lower-amenity commercial uses and separated from the residential areas. Business 2 zone provisions do not require higher quality design outcomes. Applying this zoning to land on either or both sides of Garlick Street would disincentivise (or at least will

	activities to occur outside of the "core" town centre area.	not promote) the design outcomes that are expected for a future town centre and KAC.
4. Bespoke zones	<ul style="list-style-type: none"> Compared to utilising the existing zones under the WDP, a customised zone/precinct with a bespoke set of provisions can be more intentional, thus more effective, in guiding the development of the RCA towards a predetermined goal. This option otherwise has the same general benefits as rezoning the RCA to Business 1 and 2. 	<ul style="list-style-type: none"> A customised zone/precinct with a bespoke set of provisions will add to the complexity of an already complex plan. A better starting point requires consideration of whether the existing WDP provisions can be adopted and/or modified to achieve the same outcome. It is considered that the same outcome could be achieved by adopting the Business 1 and 2 zones and making targeted changes to the relevant zone provisions as proposed through the PPCR.

7.3.21 The above analysis demonstrates that providing additional Business 1 zoned land within the RCA is necessary to achieve the objective of the PPCR. The proposed rezoning is considered the most appropriate way to achieve this objective.

7.3.22 As the KAC should, in general, follow the proposed Business 1 zone, the decision on the provision of Business 1 zoning will have a direct impact on the scale of the Ravenswood KAC, which is discussed below.

Identify the Site as a KAC

7.3.23 The Canterbury RPS identifies that there should be three KACs within the Waimakariri District and that these should be in Rangiora, Kaiapoi and "Woodend/Pegasus". District plans must give effect to the relevant regional policy statement. This means that the WDC has a statutory obligation to identify these KAC's in the WDP.

7.3.24 The WDC partially fulfilled this obligation in 2014 when it defined the purpose of KAC's within its WDP and identified the location and extent of the Rangiora and Kaiapoi KAC's on its planning maps. Changes were made to the WDP as directed under Land Use Recovery Plan (LURP) Actions 26 and 28. At that time, the WDC did not identify a KAC for Woodend for two key reasons. First, the absence of any significant retail or commercial activities in the area provided flexibility as to the future KAC location. Second, there were uncertainties about the form and rate of residential growth in the surrounding area. However, a May 2017 report prepared by Market Economics (engaged by the Council to assist in determining the appropriate location and extent of the KAC's) stated that the Woodend KAC could establish around the existing Woodend Business 1 zone.

7.3.25 However, in an updated 2017 report, Market Economics estimated that by 2043 “between 11,100 and 14,400m² of retail floorspace would be sustainable in the Woodend KAC” which would require the identification of approximately 3.3 to 4.9 hectares of KAC land. The report noted that this demand cannot practically be accommodated by expanding the existing Woodend town centre. The RCA was identified as a suitable location for the Woodend KAC. This has since been confirmed in the *Waimakariri 2048 District Development Strategy*.

7.3.26 In order to inform the PPCR, RDL commissioned Insight Economics to assess the likely economic effects of, and rationale for, the proposed KAC. The findings of the economic assessment support a KAC which includes all the land identified as proposed Business 1 in the PPCR.

7.3.27 The economic assessment estimated that, under relatively conservative assumptions, district retail expenditure is projected to grow significantly by 2043 with an increase in supportable district retail floor space of 71,400m². In addition, detailed electronic transaction data show that 40% of retail spending currently leaks out of the district, which creates a significant opportunity to improve district retail self-sufficiency over time via greater local supply. This finding has informed the role that the Ravenswood KAC can play in providing for this growth and, consequently, the extent of the proposed Business 1 zoning and the Ravenswood KAC.

7.3.28 The appropriateness of identifying the KAC as part of the PPCR is examined in the table below.

OPTIONS	BENEFITS & OPPORTUNITIES	COSTS & RISKS
1. Do not identify the KAC as part of the PPCR	<ul style="list-style-type: none"> The proposed rezoning on its own, without the KAC status, is sufficient to create a framework which supports town centre development. 	<ul style="list-style-type: none"> This option fails, or prolongs the failure, to provide for a KAC in “Woodend-Pegasus” as directed by the RPS.
2. Identify the KAC as proposed	<ul style="list-style-type: none"> Fulfils the WDC’s obligation to identify a KAC at “Woodend-Pegasus” being the third KAC for Waimakariri District, as directed by the RPS. The economic assessment by Insight Economics concludes that the scale of the proposal poses no material retail distribution effects on Rangiora or other centres. The economic assessment considers that the proposal will have far-reaching economic benefits including enabling retail floorspace supply to keep pace with 	<ul style="list-style-type: none"> Perception that the identification of a KAC should be better initiated by the WDC, as part of a district-wide plan review.

	<p>demand and consumers to benefit from increased competition.</p> <ul style="list-style-type: none"> ▪ Recognises that a privately initiated Plan Change request is not limited in scope and can assist WDC to give effect to the RPS. 	
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7.3.29 While the objective of the PPCR *could* be achieved through rezoning alone, it is considered that identifying the Ravenswood KAC at the same time is a more appropriate way to achieve this objective, given the clear evidence that the RCA is the most appropriate location for development of a KAC.

7.3.30 The scale of the KAC has been carefully considered in the supporting economic assessment, both in terms of the benefits it would bring as well as potential adverse retail distribution effects on existing centres. It is concluded that the scale of the Ravenswood KAC, which aligns with the proposed Business 1 zoning, is the most appropriate means to achieve the objective of the PPCR.

7.3.31 Consideration has also been given to whether it is necessary to control the provision of retail GFA's with a staging rule as part of increasing the supply of Business 1 zoned land.

7.3.32 The status quo (identified as Scenario 1 of the Economic Assessment) provides 7,400m² of existing and consented core retail GFA. The proposed rezoning (Scenario 2) would enable 35,300m² of core retail GFA. This represents an increase of approximately 27,900m² of plan-enabled core retail GFA.

7.3.33 The projected supportable district retail floorspace GFA is estimated to grow to 159,400m² by 2043, which represents an increase of 71,400m² from the 2018 base figure. Applying the NPS:UD-directed competitiveness margin of 15% to the expected demand, WDC is required to provide at least 81,650m² of core retail floor space. Hence, the proposed rezoning enables some 34% of the required growth provision to 2043 to be accommodated within the Ravenswood KAC.

7.3.34 In evaluating the retail distribution effects of the Ravenswood KAC, the Economic Assessment has modelled the estimated trade impacts of the proposed rezoning on the nearest existing KAC's (i.e. competing centres) at year 2028. Of the four KACs assessed, which also included Kaiapoi (-2.7%), Belfast (-1.4%) and Papanui (-1.1%), only Rangiora (-5.1%) was considered to have a "non-trivial" trade impact that warranted further assessment of retail distribution effects under the RMA.

7.3.35 Due to the economic robustness of Rangiora as a centre that fulfils a wide range of non-retail roles and functions, and the proposal's role in addressing retail leakage out of the district (as opposed to competing for the same "retail pie"), the Economic

Assessment concluded that the proposed rezoning does not pose any material risk of significant adverse retail distribution effects. In the absence of such effects, it is considered unnecessary to restrict the plan-enabled retail GFA's within the Ravenswood KAC by proposing a staging cap.

Replace the North Woodend ODP

7.3.36 An ODP is a planning tool used to identify, in a general manner, the road layout, any stormwater facilities, reserve areas or other matters to be provided for in any subdivision or development within the planned area. As the RCA is already covered by the outdated and compromised North Woodend ODP, the replacement of this ODP also requires consideration when preparing the PPCR.

7.3.37 The PPCR replaces the existing North Woodend ODP 158 with an updated ODP. The primary purpose of replacing the ODP is to define the extent of the Ravenswood KAC, provide additional Business 1 zoned land within the KAC, and identify the structuring elements to assist with applying the new assessment criteria.

7.3.38 Whilst the PPCR focuses on the RCA, the residential areas of the ODP also need to be updated to reflect the current subdivision and roading pattern. This has necessitated several consequential changes including:

- Removal of stormwater reserves and stream realignment
- Reconfigured roading pattern
- Green space removed from the edges of Bob Robertson Drive
- Reconfiguration of local reserves
- Updating the extent of the Residential 6a zoning west of Lot 203 to reflect the Taranaki Stream realignment and changes to the cadastral pattern.

7.3.39 These changes are an inevitable consequence of having to reconcile, retrospectively, the subdivision pattern created over the past several years of resource consent applications, against the outdated North Woodend ODP 158. These are not considered material changes insofar as they simply seek to reflect changes that have already occurred without the ODP ever needing to be updated.

7.3.40 In light of the above, the three options identified and assessed below are:

- a. Not updating the ODP. Instead, only identify the zone changes on the Planning Maps.
- b. Update the ODP, as proposed, for both the RCA (substantive changes) and the residential areas (consequential changes).
- c. Update the ODP for the RCA only.

7.3.41 These options are examined in the table below.

OPTIONS	BENEFITS & OPPORTUNITIES	COSTS & RISKS
1. Do not update the ODP as part of the PPCR	<ul style="list-style-type: none"> To date, the WDC has granted consent to applications which have not followed the layout defined in the ODP. This suggests that further variations from the ODP may continue to be granted consent. Given the compromised nature of the ODP, it might carry little weight at the resource consent stage. 	<ul style="list-style-type: none"> The ODP is meant to provide guidance to applicants and to secure certain outcomes. Having an outdated ODP which cannot practically be enforced undermines the purpose of having an ODP in the first place.
2. Update the ODP as proposed	<ul style="list-style-type: none"> A district plan is a “living” document which should be responsive to changes. Similarly, an ODP can be updated to either provide guidance to future development, or to remedy any inconsistencies to avoid confusing or complicating future development. The PPCR presents the opportunity to do both. 	<ul style="list-style-type: none"> The existing ODP covers both the RCA and the much larger residential area. While the PPCR focuses on rezoning land within the RCA, changes to the ODP would require outdated provisions outside of the RCA to be “tidied-up” at the same time. This effectively expands the area affected by the PPCR, albeit changes outside of the RCA are of an ‘administrative’ nature.
3. Update the ODP for the RCA only	<ul style="list-style-type: none"> This option remedies the costs/risks identified in Option 2 by providing a relevant ODP for activities within the RCA. 	<ul style="list-style-type: none"> This option only addresses the issue identified in Option 1 in a piecemeal way. Given the significantly compromised nature of the existing ODP, this option is likely to create additional issues particularly around at the interface of the RCA and the surrounding residential areas (i.e. roads and boundaries will not align).

7.3.42 It is considered that updating the ODP is clearly the most appropriate way to achieve the objective of PPCR.

Introduce new design provisions

7.3.43 The PPCR introduces a design-related policy (Change 17) and a corresponding rule and assessment criteria (Change 26) which apply to the RCA. A number of related changes (mostly to add reference to the Ravenswood KAC) are proposed throughout the WDP. These are collectively referred to as “new design provisions” and provide a framework against which future applications within the Ravenswood KAC will be assessed.

7.3.44 The new policy (Change 17) is quoted below in full:

Policy 18.1.1.12

Provide for the development of a new town centre at Ravenswood based on the following principles:

- a) The development at Ravenswood shall provide a focal point for the community incorporating a range of activities set within the broader landscape of the Canterbury Plains with strong connections to the other town centres, serving as a retail and commercial gateway for people accessing the District from State Highway 1.
- b) The development of Ravenswood shall be of a scale and design that is safe and accessible for people in their day-to-day needs.
- c) The design, layout and development of Ravenswood shall integrate with the State Highway 1 corridor and the surrounding land uses.
- d) The creation of a logical and highly connected network of well-designed streets and spaces that provide high levels of access, are responsive to surrounding activities, and contribute to the character and amenity of the town centre.
- e) Attractive streetscapes which reinforce the functions of streets and enhance the amenity and accessibility of the new town centre.
- f) Emphasis on creating a vibrant centre for business and social activity through the appropriate location of buildings that provide an attractive and engaging public interface with streets and open spaces.
- g) Parking is provided where this is accessible to buildings and separated from pedestrian areas and open spaces to reinforce the town centre as a destination for commerce and community.
- h) Development of the town as a compact, cohesive urban community, which is integrated with surrounding land uses and adjoining residential areas.
- i) Transition towards higher density residential development located proximate to the town centre.
- j) The establishment of a wide range of business activities within the town, including employment and commercial opportunities, in order to encourage people from around the District to work within the town centre.
- k) Establishment of a unique sense of identity within the town centre through identifiable streets and open spaces with building frontages and marker buildings that reinforce the town centre function.
- l) Development of the town results in the provision of a network of walkways and cycleways as follows:
 - i. within the lots with retail activities;
 - ii. between retail developments along Bob Robertson Drive;
 - iii. linking the Business Zone land to the Taranaki Stream;
 - iv. linking the residential neighbourhoods of Ravenswood and Woodend to the town centre; and
 - v. providing an edge to the Taranaki Stream.

7.3.45 To give effect to the above Policy, Rule 31.23.4 (Change 26) is added which requires all new buildings within the Business 1 zone land in Ravenswood to be the subject of a discretionary activity (restricted) resource consent application. The associated assessment criteria allow the WDC to grant or refuse consent, and to impose conditions, over a range of design matters which reflect the principles set out in Policy 18.1.1.12.

7.3.46 Rule 31.23.4 is quoted below in full:

Within the Ravenswood Town Centre Business 1 Zone land, new buildings are a discretionary activity (restricted).

In considering an application for resource consent under Rule 31.23.4, the Council shall, in deciding whether to grant or refuse consent, and in deciding whether to impose conditions, exercise its discretion over the following matters:

- a) the design and appearance of buildings including contribution to architectural quality and amenity values of streets or public spaces. In particular:
 - i. the contribution that buildings make to the attractiveness pleasantness and enclosure of streets or public spaces;
 - ii. maintaining a consistent building line and legibility of entrances by minimising building setbacks from public spaces;

- iii. the design of buildings in architectural details and quality of cladding materials;
- iv. minimisation of blank walls with modulation, articulation, and fenestration;
- v. encourage activation and engagement with streets and open spaces;
- b) location of vehicular parking and loading to the side or rear of any building façade;
- c) the provision of verandahs to provide weather protection in areas used, or likely to be used, by pedestrians;
- d) the application of Crime Prevention Through Environmental Design (CPTED) principles to the design and layout of buildings;
 - i. passive surveillance of public areas through glazing of building faces, particularly for hospitality and retail activities;
 - ii. safe and legible pedestrian routes designed to an appropriate dimension, with good visibility and appropriate lighting;
 - iii. avoid fencing in favour of visually permeable or soft delineation features;
- e) the extent to which the proposal demonstrates that buildings can be integrated with future development of vacant Business 1 zone land, including provision for at least 5984m² of prominent open spaces consistent with the objective of enabling a modern town centre, either as part of the proposal or by ensuring that sufficient balance land remains available to enable provision of this;
- f) the effects of creating new roads, service lanes, and public spaces on the matters above;
- g) the effects that landscaping on sites adjoining public spaces is able to contribute to the amenity values of the people using or passing through the public space;
- h) all the above matters will be assessed having regard to the outcomes set out in Policy 16.1.1.3 and the extent to which practical design considerations apply.

An application for a resource consent under Rule 31.23.4 shall be considered without the need to obtain the written approval of affected persons in accordance with Section

7.3.47 The appropriateness of introducing design provisions (or not) is considered in the table below.

OPTIONS	BENEFITS & OPPORTUNITIES	COSTS & RISKS
1. No design provisions	<ul style="list-style-type: none"> ▪ New developments within the Ravenswood KAC will rely on existing WDP provisions, which means that buildings are permitted subject to conditions (refer Chapter 31). This allows developments that comply with these standards to proceed with certainty, which reduces costs and delays associated with the consenting process. 	<ul style="list-style-type: none"> ▪ The Ravenswood KAC differs from Rangiora and Kaiapoi KACs, which are established historical town centres with finer grained subdivision and development patterns. Development standards can be more readily applied in those settings to ensure that future developments follow, or are cognisant of, the established character of these areas. In contrast, much of the Ravenswood KAC is a blank canvas. A design-led approach is considered more appropriate in ensuring higher quality design outcomes than a rule-based approach.
2. New design provisions (rule trigger, with associated policy and	<ul style="list-style-type: none"> ▪ The Ravenswood KAC is not subject to the same pattern of close subdivision found in the older, established centres. It is also not subject to the same fragmented ownership patterns in these other centres. Instead, it is held in single ownership by 	<ul style="list-style-type: none"> ▪ Costs and delays associated with the resource consent process and engaging design/technical experts to demonstrate how the design provisions/criteria will be met.

assessment criteria)	<p>an experienced developer with an established track record of delivering master planned communities.</p> <ul style="list-style-type: none"> ▪ In these circumstances, planning interventions can and should focus on ensuring “quality” design outcomes. It is well recognised that design-based provisions are more effective in delivering these outcomes than prescriptive rules/standards. 	
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7.3.48 The costs and risks of these provisions largely fall on the landowner/developer by subjecting new development to the resource consent application process and needing to demonstrate how these design provisions will be met. Conversely, the benefits of the new design provisions will be shared by the community at large by providing a robust framework against which individual applications within the Ravenswood KAC will be assessed. On balance, it is considered that additional design intervention is justified within the Ravenswood KAC, particularly in regard to the vacant development sites south of Bob Robertson Drive.

7.3.49 Consideration has also been given to providing a more detailed ODP, particularly for Lot 203. The lesson learned from implementation of the existing North Woodend ODP is that an overly prescriptive ODP can quickly become outdated and act as a distraction and hindrance to subsequent developments. However, it is recognised that the key access layout and block pattern has already been determined through the existing subdivision pattern. This enables the provision of a “Structuring Elements” plan for the RCA which identifies, to the extent that current knowledge allows, the centre’s first phase of development and location of access points to serve a future internal street pattern and open space layout.

7.3.50 More detailed notations on the ODP are not considered necessary, with design-related assessment matters in place, and a future town square / public space(s) within Lot 203 referenced on the Ravenswood ODP.

7.3.51 It is envisaged that developments within Lots 11, 202 and 203 will be market-driven / tenant-led and “modular” in approach. This leads to some uncertainty regarding the final layout for these vacant lots. However, the proposed design provisions, and the need to consider cumulative effects through each subsequent resource consent application, will ensure that each development is cognisant of the quality design outcomes anticipated for the Ravenswood KAC.

7.3.52 The Landscape and Urban Design Assessment by Rough and Milne notes that, although there may be concerns regarding the subjective nature of the characteristics anticipated, the design-based assessment criteria and their interpretation by WDC

officers, prospective tenants and developers, as set out in Rule 31.23.4, it is an accepted method for development to occur. This approach is appropriate, in particular, because the Ravenswood KAC is a large greenfield site under single ownership. In contrast, site consolidation would be required to ensure the same outcome in Rangiora and Kaiapoi KACs.

- 7.3.53 Overall, it is considered that the proposed design provisions will provide an effective framework to ensure that future developments within the Ravenswood KAC will promote the objective of the PPCR.

Consequential Changes

- 7.3.54 While the PPCR identifies 32 individual changes to the WDP, only a few of these changes raise material resource management issues. These have been identified and discussed above. The remaining changes are requested to consequentially update the WDP and ensure internal consistency. They do not warrant any further evaluation under s32 of the RMA.

- 7.3.55 Lastly, with reference to clause 22(2) of Schedule 1, the PPCR is considered to contain a level of detail that corresponds to the scale and significance of the environmental, economic, social, and cultural effects that are anticipated from implementation of the proposal. This is demonstrated in Section 6 and through the provision of Annexures 1 to 4 (refer Volume 2 of 2 Specialist Reports).

8.0 CONSULTATION

8.1 Statutory Requirements

- 8.1.1 The PPCR is made under Schedule 1 of the Act, which is divided into five parts. The two relevant parts are Part 1, which relates to the preparation and change of policy statements and plans by local authorities; and Part 2, which relates to “requests for changes to ... plans of local authorities...”.
- 8.1.2 Under Part 1, a local authority shall consult the parties prescribed in clause 3(1), and may consult anyone else, during the preparation of a proposed plan.
- 8.1.3 Under Part 2, there are no similar consultation requirements for any person privately requesting a change to a district plan. It would appear that such consultation is not deemed necessary for requesters of private plan changes owing to the participatory nature of the public submission (and appeal) process available to any party (except any submission relating to trade competition or the effects of trade competition).
- 8.1.4 Notwithstanding the above, RDL has informed a number of parties of its intentions to lodge this PPCR with WDC, and has:
- (a) Undertaken to provide copies of the PPCR documents to them; and
 - (b) Invited them to discuss with RDL any matters in relation to the content of the PPCR.

8.2 RDL Consultation

- 8.2.1 RDL has identified the following parties as prospective consultees and/or stakeholders with whom direct engagement has been considered appropriate. The relevant parties are as follows:
- (a) Waimakariri District Council;
 - (b) Tangata whenua
 - (c) NZ Transport Agency
 - (d) Other landowners within the RCA
- 8.2.2 Consultation with WDC commenced in January 2020 and involved discussions with experienced planners from the Council’s policy and consenting teams. Meetings were held on 23 January, 26 February, and 8 April. Subsequent discussions were held on sub-topics relating to the economic assessment, integration with the existing WDP and process considerations.
- 8.2.3 The input from WDC planners has assisted RDL to define the scope and form of the PPCR.

- 8.2.4 RDL specifically recognises the tangata whenua's interest in decisions relating to the environment and protection of resources. RDL also acknowledges the Mahaanui Iwi Management Plan as the relevant tangata whenua guidance documents and initiated and invited engagement with tangata whenua through Mahaanui Kurataiao Ltd.
- 8.2.5 RDL advises that on 4 August, Mr Paul Croft (Director, RDL) met with Ms Joan Burgamn at the Tuahiwi Marae to discuss, in part, RDL's PPCR. Mr Croft has reported to Ms Burgman, the local representative for the Ngai Tuahuriri iwi, advised that iwi are fully supportive of RDL's PPCR.
- 8.2.6 Recognising the Site's proximity to SH1, and its ideal location for enabling the integration of land use and transportation, RDL has initiated engagement with the NZ Transport Agency (Waka Kotahi) by providing a copy of the Integrated Transport Assessment, which supports the PPCR. RDL has met with NZTA (together with WDC roading and transport personnel) and consultation is continuing.
- 8.2.7 Lastly, RDL recognises that the PPCR will provide an economic uplift to other landowners within the RCA by confirming the Site's location as a KAC. The PPCR zoning pattern recognises both the proposed retail core of the new town centre (Business 1) and the commercial fringe (with its lesser amenity expectations) with landowners benefiting in different ways. Accordingly, RDL has initiated contact with all other landowners within the Site.
- 8.2.8 RDL will continue to engage with the parties identified in this section while the PPCR is processed by WDC and is opened up to the usual public participation processes under the Act.

9.0 CONCLUSION

9.1 Ravenswood Proposal

- 9.1.1 This PPCR proposes changes to the provisions of the Waimakariri District Plan to enable the development of a new town centre within the rapidly growing settlement of Ravenswood.
- 9.1.2 Central to the PPCR is the proposed Key Activity Centre status for Ravenswood, to reflect earlier directions of the LURP and, more recently, the RPS. Changes from Business 2 and Residential 6a zones to Business 1, and replacement of Outline Development Plan 158, are designed to enable delivery of the District's third KAC.
- 9.1.3 Amendments are sought to the Business Zone and the Health, Safety and Wellbeing chapters of the WDP so that new buildings and development are subject to design-related assessment criteria and policies that guide the form and function of the new town centre.
- 9.1.4 The Key Activity Centre will cover an area of 12.8ha (excluding roads), which compares with 29.9ha and 13.0ha for the Rangiora and Kaiapoi KAC's (including roads) respectively.
- 9.1.5 Apart from consequential changes to support the above proposition, no other changes are proposed to the District Plan.

9.2 Rationale of PPCR

- 9.2.1 In response to the Christchurch earthquakes, the LURP(2013) and the RPS(2017) direct that Ravenswood be a Key Activity Centre (KAC) within the Greater Christchurch area, thereby supporting the Greenfield Priority Areas nearby and creating a third focal point for community and commerce in the District.
- 9.2.2 The proposed Key Activity Centre will support the social and economic needs of a growing residential area, particularly the new residential subdivisions at Ravenswood, Woodend, and Waikuku Beach, together with growth in Pegasus and the District overall. The economic assessment by Insight Economics confirms that Waimakariri District is experiencing rapid population growth while, also being affected by retail and employment leakage out to nearby Christchurch.
- 9.2.3 This PPCR identifies and quantifies the need for economic opportunities within the District to support the growing population and improve the economic self-sufficiency of the District. Under the PPCR's proposed rezoning, Ravenswood will be enabled to

provide up to 34% of the required growth provision for core retail demand across the district, factoring in the NPS:UD-directed competitiveness margin of 15%.

- 9.2.4 It is considered that Ravenswood Town Centre is ideally suited as a focal point for employment, commercial activities and more intensive mixed-use development owing to its location within a rapidly growing residential area, and its relationship with the transport network. Situated immediately next to State Highway 1 and the proposed SH 1 Woodend Bypass, the Town Centre has the ability to grow to a sustainable size, creating a “triangle” of KAC’s which, in combination, enable the people and communities of the District to provide for their social, economic, and cultural wellbeing.
- 9.2.5 The PPCR’s design-related assessment criteria are proposed to guide the development of a modern, attractive, and accessible town centre, set in the context of the Canterbury Plains lowlands beside the re-habilitated Taranaki Stream.
- 9.2.6 Stantec have assessed the transport matters for the KAC, confirming that its location alongside SH1 with good connections to Pegasus, Woodend, and Rangiora will ensure a high degree of accessibility for the KAC. Factoring in the Woodend Bypass, the proposed KAC will be highly attractive as a sub-regional centre, while reducing travel distances and car dependency for nearby communities.
- 9.2.7 The engineering assessment by Davis Ogilvie confirms the Site has sufficient water supply, wastewater, electricity, and telecommunications for the proposed town centre environment. The drainage reserve to the north of the proposed KAC provides a sustainable stormwater management solution for the proposed town centre, while the Taranaki Stream to the south has been enhanced to provide natural amenity.

9.3 Planning Context

- 9.3.1 This PPCR maintains the integrity of the WDP and is consistent with the resource management framework within which the PPCR must be considered. This PPCR provides the Council with an opportunity to enable the District’s third KAC.
- 9.3.2 The assessment of environmental effects concludes that the effects on both the immediate and wider environment are no more than minor. The assessments included in this PPCR note that the KAC will create an attractive urban centre compatible with its setting, have good accessibility to the local and wider area and will offer social and economic benefits for the growing population of the District.

■ **Attachment 1**

Letter from Ravenswood
Developments Limited



Ravenswood Developments Limited
 78 Ardmore Street
 Wanaka
 Cell: 21 2882408
 Email: paul.croft@infinitywanaka.com

Jim Palmer
 Chief Executive
 Waimakariri District Council
 Private Bag 1005,
 Rangiora 7440

Att Jim Palmer

Dear Jim,

Ravenswood Developments Limited's Private Plan Change Request

We write to provide our market-based experience in support of our private plan change request.

Ravenswood is a 150 ha mixed used residential and commercial development that is being developed by Ravenswood Developments Limited (RDL) in the heart of the Waimakariri District. For some time we have benefited from growing sales and leasing enquiries from the open marketplace. In large part we attribute this to the fact that the Waimakariri District is maturing into one of the fastest growing regions in New Zealand, with population levels expected to steadily increase year on year into the foreseeable future.

We have found that demand for residential property exceeds supply with pent up demand having been exacerbated by the long-lead timeframes associated with bringing a subdivision to market. Accordingly, RDL's sales programme has experienced excellent progress which, to date, is reflected in the swift sale of over 300 of the 1,350 sections that will eventually comprise our overall development.

Notwithstanding the impact of the Covid crisis we continue to receive sustained levels of purchasing interest. Price point affordability of land and build packages between \$450k and \$575k is very attractive to first homeowners and families seeking to downsize. This has also underpinned demand and once the development is finished around 3,500 people will be domiciled in Ravenswood. Presently our continued progress is only temporarily constrained by our ability to roll out the construction of further stages of our development.

RDL takes great pride in creating quality master-planned developments that promote a strong sense of community and character. A great place that people want to live in!!!!. In the case of Ravenswood we have in part sought to do this by connecting with our neighbouring settlements - Pegasus, Woodend, Kaiapoi and Rangiora. This has been achieved through the construction of a smart roading infrastructure that makes it easy to travel between these towns. This roading is principally defined by Bob Robertson Drive, an urban collector road that bisects the development, which will be completed in November 2020. On completion traffic from SH1 and Pegasus will be able to directly connect through to Rangiora and vice versa, thus saving time and potentially assisting to reduce the high traffic numbers that currently need to pass through Woodend.

We have also sought to create a commercial hub that not only services our residential development but also that of the surrounding district. Importantly, we aspire to do this in a manner that complements the other main commercial precincts of Woodend, Rangiora and Kaiapoi by enabling the entry of new retail, industrial and ancillary activities. In achieving this we hope to help with the creation of new job opportunities, a reduction in the leakage of retail spend out of the District and the general strengthening of a self-sufficient Waimakariri District economy.

To date we have made great progress with the creation of Ravenswood's commercial precinct. This is evidenced by the swift disposal of 41 commercial lots with RDL retaining Lot 203 (7.5 ha), which forms part of our proposed plan change, for long term investments purposes. Strong nationally branded companies that have purchased sites to date include New World, who will commence construction of their store in early July 2020 with the intention of opening 12 months later. Gull intends to open before the end of 2020 and BP and McDonalds are already open and are by all accounts trading very well.

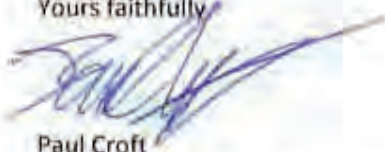
We confirm that there are several prospective tenants, including national banner retailers, for whom Ravenswood represents an attractive opportunity. Additionally, there are several buildings that have already been constructed in the light industrial area and we understand that more builds are planned in the near future. The first childcare centre, one of two in Ravenswood that seek to service this growing area, is expecting to open in late September 20.

In our experience national brands attract other national brands which in turn creates a gravity well effect that draws in other businesses. Indeed, we already have several other well-known companies who have provisionally expressed an interest in placing a store in the development. We seek to pursue and capitalise on these enquiries with the proposed private plan change request giving added confidence to prospective retailers.

RDL is also actively marketing for lease its retail precinct 'Ravenswood Junction', which is located immediately adjacent to the New World site. This development will include 25 tenancies with 4,700 sqm of lettable area. To date we have already secured six tenants and we are in negotiations with two national restaurant brands and an entertainment operator, the latter of which is a new entrant who would be very exciting for the community at large. We anticipate that the build of the New World supermarket will generate significant additional attention which will undoubtedly result in more leaseings being concluded. We see this actual activity as being very positive, especially given the tough covid effected environment that exists at present. It also bodes well as a gauge for enhanced future activity when the economy has recovered to a much stronger state, thus further cementing Ravenswood's commercial precinct as the third Key Activity Centre in the Waimakariri District.

RDL is very optimistic that the future that awaits the Waimakariri District will be defined by growth and opportunity. It will see a maturing of the district into a much more self-sufficient economy that better services the needs of the community. We see RDL's proposed plan change as playing a big part in enabling this transformation and seek to partner with the community and Council to achieve this worthy goal.

Yours faithfully



Paul Croft
Director

Ravenswood Developments Limited

■ **Attachment 2**

Table of Existing and
Proposed Land Use and
Zoning Scenarios

RAVENSWOOD COMMERCIAL AREA AND KEY ACTIVITY CENTRE

Existing and Proposed Land Use and Zoning Scenarios

Lot	Land Area (ha)	Existing Land Use ¹	Scenario 1 Current District Plan	Scenario 1 ²		Scenario 2 Proposed Rezoning	Scenario 2 ²		Key Activity Centre Land Area (ha)
				Core Retail GFA ³ (m ²)	Other Commercial GFA (m ²)		Core Retail GFA (m ²)	Other Commercial GFA (m ²)	
203	7.20	Vacant	Residential	Nil	Nil	Business 1	20173	8645	7.20
1 (DP 545570)	0.20	Vacant	Gull Consent	Nil	N/A	Business 2	Nil	N/A	-
2 (DP 545570)	0.36	Vacant	Business 2 zone purposes ⁴	Nil	1444	Business 2	1011	433	-
11	1.57	Vacant	Business 2 zone purposes ⁴	Nil	6263	Business 1	4384	1879	1.57
202	0.36	Vacant	Motel Consent ⁵	Nil	1444	Business 1	1011	433	0.36
9	0.44	BP	BP Consent	Nil	292	Business 2	Nil	292	-
10	0.31	McDonalds	McDonalds Consent	414	Nil	Business 2	414	Nil	-
201 ⁶	1.28	Vacant	Business 2	Nil	5115	Business 2	Nil	5115	-
2	1.16	Vacant	Supermarket Consent	3297	Nil	Business 1	3297	Nil	1.16
13 & 14	1.79	Vacant	Retail Consent	3705	Nil	Business 1	3705	Nil	1.79
15	0.47	Vacant	Business 2	Nil	1872	Business 1	1311	561	0.47
12	0.24	Vacant	Childcare Consent	Nil	600	Business 1	Nil	600	0.24
100 to 135	4.20	Bus. Subdivision under construction	Business 2	N/A	N/A	Business 2	N/A	N/A	-
Total Areas	19.58 ⁷			7416	17030		35306 ⁸	17958 ⁸	12.79

1. As at 1 June 2020.

2. The typical building footprint GFA for "Town Centre" activities is estimated at 40% of land area with the ratio of Core Retail GFA and Other Commercial GFA assumed at a 70/30 split of total footprint GFA.

3. Consented (7416m²) and consentable (7717m²) Core Retail GFA under current District Plan (Scenario 1).

4. The Computer Freehold Register for Lot 11 (from which Lots 1 and 2 DP 545570 have been since subdivided) confirms WDC acceptance in principle that this land can be used for Business 2 zone purposes, subject to the required resource consents being obtained. Haines Planning advises that Large Format Retail activity (occupying 40% of site area) is a consentable proposition under the current District Plan for "non-Town Centre" retail in the case of Business 2 zone land.

5. The Motel consent (1006m² GFA) is treated as not being given effect to and reckoned as available for Core Retail and Other Commercial purposes.

6. It is proposed that Lot 201 be used for Other Commercial activities, with Core Retail located principally within Lot 203 to deliver a compact town centre.

7. It is proposed that the Key Activity Centre (KAC) comprise the Business 1 zone land in Scenario 2 totalling 12.8ha (excluding roads) in area. This compares with the KAC areas for Rangiora (29.9ha) and Kaiapoi (13.0ha) (both including public roads).

8. Scenario 2 provides for 35306m² Core Retail GFA. Deducting the already consented Core Retail activities (7416m² GFA), the additional Core Retail GFA sought through the PPCR is **27890m²**. Other Commercial GFA is non-sensitive in terms of RMA-based retail distribution effects. The additional Core Retail GFA represents 34% of the District's total 81,650m² GFA growth provision (which includes the 15% NPS:UD competitiveness margin) projected to year 2043 by Insight Economics.

■ Attachment 3

Requested Changes to the
Waimakariri District Plan

Proposed changes are listed below as 1 – 32, using the District Plan format and font.

Additions to the Waimakariri District Plan text are underlined, deletions are in ~~strikethrough~~. All changes are in red.

1. Under the Definitions section, amend the definition of Key Activity Centre as follows:

Key Activity Centres

~~Key Activity Centres~~ means commercial centres identified as focal points for employment, community activities, and the transport network; and which are suitable for more intensive mixed-use development. The location of the ~~Key Activity Centres~~ are Rangiora, ~~and~~ Kaiapoi and Ravenswood shown on District Plan Maps 181 and 158.

Reason for change: Definition reflects RPS directive to create new KAC at Ravenswood, new map to be created for insertion.

2. Under the Definitions section, amend the definition of Ravenswood as follows:

Ravenswood

Ravenswood means the area zoned on the ~~North Woodend Ravenswood Outline Development Plan~~ shown on District Plan Map 158.

Reason for change: Definition reflects RPS directive to create new KAC at Ravenswood, new map to be created for insertion.

3. Under Chapter 3 Water, amend Issue 3.5 as follows:

Issue 3.5

Development ~~of the town~~ of Pegasus and ~~the community of~~ Ravenswood have the potential to adversely affect the quality and quantity of ground and surface waters in the vicinity, if the development and its servicing is not carefully managed.

Reason for change: Removes reference to Ravenswood as a 'community' to reflect the KAC objective and status.

4. Under Chapter 11 Utilities and Traffic Management, amend Policy 11.1.1.7 as follows:

Policy 11.1.1.7

In the case of the vehicles, cyclists and pedestrians associated with the development and occupation of Pegasus and Ravenswood:
to discourage the use of Gladstone Road as a major access ~~road~~ linking Pegasus and Woodend;

- a. to ensure that the design and development of the roading for Pegasus and Ravenswood facilitates the provision of an efficient and convenient public passenger transport system into, out of, and around the two localities;
- b. to design the residential neighbourhoods of Pegasus and Ravenswood in such a way that most of the residential allotments in the area are within convenient and safe walking distance ~~of to local services, amenities, and~~ a potential public passenger transport route;
- c. to ensure that at least two ~~road~~ accesses are provided linking Pegasus with State Highway 1, so that access in emergencies is assured;
- d. to ensure that the urban areas of Ravenswood are developed to promote the opportunity for convenient and safe access between State Highway No. 1 and the Woodend-Rangiora Road; and
- e. to ensure that the urban area of Ravenswood is designed to provide safe and convenient pedestrian and vehicle access between Ravenswood and Woodend township, away from the State Highway

Explanation

Road access between Pegasus and State Highway 1 is to be by way of a newly created access ~~road~~ linking directly to the State Highway from the south-west sector of the town. There is the potential for increasing traffic volumes on State Highway 1 through Woodend to have adverse effects on the safety and efficiency of roads in the town and on the amenity values of the town. This is recognised as an existing problem, which will become more pronounced as population growth continues in the District. The development of Pegasus will accelerate the need to find a roading solution to these problems for Woodend. The viability of a State Highway bypass around Woodend has been investigated by the Council and **New Zealand Transport Agency**, ~~with the Short Eastern Alignment confirmed and designated as an extension to the Christchurch Northern Motorway. The results of these investigations were reported in the Waimakariri District Transport Study—Final Report (September 2001).~~ It is considered that, with increasing traffic volumes as a result of both natural increases in the traffic volumes on the State Highway, ~~and of~~ the development of Pegasus and Ravenswood, construction of such a bypass is ~~likely to be justified within the next 10 years in the short term~~. The development of Pegasus and its access roads has been designed to facilitate a direct connection to such a bypass when it is constructed.

Other access roads to Pegasus are Gladstone and Preeces Roads. Neither of these roads are of sufficient standard to act as major access points to the town. Gladstone Road has formation and alignment limitations and passes through the residential areas of Woodend. Preeces Road is currently very narrow and its intersection with State Highway 1 has an unsatisfactory alignment for a major connection to a State Highway. These roads are not to be used as major access points to Pegasus, although connections with the town are designed such that these will be available for use as minor access roads and for use in emergencies.

Within the new town, roading is to be designed to provide safe and convenient access throughout the town, in particular linking the residential areas with the major facilities in the town, and to facilitate the provision and use of an efficient and convenient public passenger transport service. Walking and cycling linkages associated with the ~~road~~ network are also to be established throughout the town.

Within Ravenswood, roading is designed to facilitate access between State Highway No. 1 and the Woodend Rangiora Road. This will act as a “splitter” road, reducing vehicle movements through Woodend and improving access between Pegasus, Ravenswood and Rangiora. In addition the Ravenswood development has been designed to promote convenient and efficient access for all transport modes between Ravenswood and Woodend. The Ravenswood Town Centre connection with State Highway 1 will be upgraded, providing direct access to the Christchurch Northern Motorway.

Reason for change: Confirms NZTA having designated and acquired land in this area, with a proposed new highway alignment to connect Ravenswood directly to the proposed Christchurch Northern Motorway. Growth projections justify delivery of this public work in the short term.

5. Under Chapter 13 Resource Management Framework, amend Policy 13.1.1.1 as follows:

Policy 13.1.1.1

Management of natural and physical resources based on areas where there are differences in:

- a) the area’s relationships with Christchurch City;
- b) amenity values and environmental qualities;
- c) the area’s connection to, and dependence on, the national transport corridor;
- d) the area’s form and function;
- e) the area’s relationship with other areas within the District;
- f) community resource management expectations;
- g) actual and potential effects of subdivision, use and development; and
- h) historical and cultural associations with Maori Reserve 873.

Explanation

The Waimakariri District’s relationships with Christchurch City materially influence the way the District has developed, and consequently has had a significant impact on resource use within the District. Some aspects of the relationship are reflected in resource management consequences within the City. This policy acknowledges that relationship as a key to management responses.

The District is mostly within convenient commuting time of the City; 60% of the adult workforce are employed in Christchurch City. The District offers and has been subject to demand for residential and lifestyle choices not perceived to be available in the City. The District remains a significant primary producer which supports processing industries in the City.

Sustaining these relationships is dependent on continuing high levels of fossil fuel use. Resource management strategies will reassess these traditional patterns of resource use, and promote options to road/car dependencies. This policy does not seek continuation of patterns of unsustainable resource use. It highlights key elements where choices can be made to promote more sustainable options within different areas in the District.

There is significant potential for the District to be more self-sustaining for employment, social activities, recreation and business. Resource management responses appropriate within this policy should facilitate ways and means for the Waimakariri community to better sustain its own residents' and visitors' needs. There is a close relationship between the number of people living in the District's Rural Zones and the extent of the District's long term dependence on fossil fuels. The transport needs of people living in urban areas can be met more effectively by public transport, than the transport needs of people living in rural areas.

Within the District the three main towns or urban communities (Rangiora, Kaiapoi and ~~Woodend (Ravenswood — Pegasus)~~ the emerging Ravenswood (including Woodend-Pegasus) fulfil roles and functions that tie them closely to the rural areas and to each other. Rangiora serves a North Canterbury catchment to a greater extent than Kaiapoi. ~~but all the Ravenswood is a modern, comprehensively planned town centre where development is not constrained by closely subdivided patterns of land ownership.~~ All three main towns provide to a varying extent for the various needs of both their own town communities, and those of surrounding rural areas. All three urban communities are in close proximity of each other providing for efficient public and private transport linkages. It also allows for the urban economic activities and amenities of the district to be planned and sustained across a larger population in terms of district wide economic and social self-sufficiency. This policy recognises these relationships and it reinforces the point that many links tie a small District together – the towns may be individually small in scale but together they perform a clearly defined role within the District. This policy is based on a community expectation that the management of resources within distinctive environments is necessary even at this scale to provide for the wellbeing, health and safety of the community, and to protect and enhance the natural and physical resources.

As a result of its research and community consultation the Council considers it is possible to identify areas of different amenity values, environmental qualities, form and function, resource management issues, community expectations, and environmental effects arising from the use, development and protection of resources. An efficient and effective way of promoting sustainable management of natural and physical resources can be based on these areas.

A zone based approach provides a technique familiar to the community within which "integrated management of the effects of the use, development and protection of land and associated natural and physical resources of the district" (section 31(a)) can be achieved. A framework of zones will reinforce the opportunities for appropriate management. The differences between zones can be reinforced within the framework by setting out different environmental standards and environmental outcomes for different areas of the District.

Two primary environments are recognised: rural and urban.

There are three zones for the rural ~~environment~~. The Rural Zone is the principal zone for the majority of the rural ~~environment~~ of the District. The Mapleham Rural 4B Zone recognises the development of a 70 hectare specific rural ~~environment~~ based on a Concept Plan (District Plan Map 147) as approved by a decision of the Environment Court (C9/2002). The Pegasus Rural Zone recognises the special characteristics of the rural areas surrounding Pegasus, in particular for

nature conservation and cultural heritage values in some areas and for treated wastewater disposal in others.

Within the urban environment 13 zones provide a resource management framework for sustaining different densities, standards, and urban form and function based on different types of subdivision, development and land use.

- a) **Residential 1** is found only in Kaiapoi and Rangiora. It creates the potential for a new form to the towns based on higher density housing in association with the town centres.
- b) **Residential 2** is typical of most Waimakariri urban areas being low density, detached dwelling living environments.
- c) **Residential 3** are areas of special character in the beach settlements and small rural towns.
- d) **Residential 4A and 4B** are very low density, detached dwelling living environments in a rural setting.
- e) **Residential 5** is a special amenity, low density living environment based on and around man-made lakes in a rural setting near Pineacres.
- f) **Residential 6 and 6A** covers the developing new towns ~~of at~~ Pegasus and ~~community of~~ Ravenswood and creates the potential for the development of an independent, integrated residential communities with a mixture of housing densities and associated commercial, recreational and community services.
- g) **Residential 7** covers an area in West Kaiapoi and provides for a mixed density residential development from high density apartment/townhouse style living to medium density detached dwellings with associated recreation and amenity reserves.
- h) **Business 1** covers the distinctive town centres; Woodend, Oxford, Rangiora, ~~and~~ Kaiapoi ~~and Ravenswood~~ Town Centres based on a wide range of business activities and public amenities.
- i) **Business 2** are areas of existing commercial and industrial activity in the District.
- j) **Business 3** provides for the Carter Holt Harvey MDF panel plant at Sefton.
- k) **Business 4** provides for a small existing area of retail and business activity that is located at the southwestern corner of Williams and Carew Streets in Kaiapoi, and the Lilybrook shops on the corner of Percival Street and Johns Road in Rangiora. This also provides for a small area of local community business activity within the West Kaiapoi Outline Development Plan and the Mandeville Road – Tram Road Mandeville North Outline Development Plan.
- l) **Business 5** is a defined area in Kaiapoi bound by State Highway 1, Smith Street and the Kaiapoi River that provides for trade supplier and large floor plate office activities.

Methods

Processes to Deal With Cross Boundary Issues 13.1.1.1.1

District Plan Rules 13.1.1.1.2

Zoning of distinctive areas.

Different activity and development standards for different zones.

~~Subdivision~~ standards and classifications of activities reflecting environmental outcomes sought for each zone.

District Plan Policies 13.1.1.1.3

Setting out environmental qualities of zones.

Plan Change 13.1.1.1.4

Assessing extensions to, and new, zones in relation to environmental qualities identified as important.

Liaison 13.1.1.1.5

Meetings with agencies providing utilities and services.

Reason for change: Includes Ravenswood as one of the main towns in the District and as a key Business 1 Zone location.

6. Under Chapter 15 Urban Environment, amend Policy 15.1.1.1 and Guidelines 15.1.1.3.5 as follows:

Policy 15.1.1.1

Integrate new development, ~~subdivision~~, and activities into the urban environments in a way that maintains and enhances the form, function and ~~amenity values~~ of the urban areas.

Explanation

The urban ~~environment~~ covers all the settlements. This includes Rangiora, Kaiapoi, ~~Ravenswood~~, Oxford, and Woodend ~~and Pegasus~~ —~~Ravenswood~~, the beach settlements, ~~the new town of Pegasus~~ and small towns of Ashley, Sefton, Cust, Ohoka and Tuahiwi. The areas zoned as Rural-Residential in the Transitional District Plan are also considered to provide urban environments. These areas are valued as small residential areas in rural settings with the benefit of some urban standard services.

Urban form relates to the manner in which an urban area is arranged around natural features and how it has been shaped by choices in its servicing by roads, open space and other ~~infrastructure~~. Historical choices in the way an area develops commonly leaves legacies for present communities to benefit from, or with which to grapple.

Urban form has a major bearing on how successfully an urban area functions and contributes to its resident's social and economic wellbeing. The form and function of an urban area significantly affects its qualities reflected in its setting, character, and ~~amenity values~~.

The form and function of an urban area affects its ability to fulfil a full range of resident and visitor needs for living, work, economic, social, ~~recreation~~ and educational purposes. How well these needs are met depends in part on:

- a) accessibility to key locations such as the town centre, schools and ~~recreation~~ areas;
- b) the integration of new development into the rest of the urban area through roading layout and traffic management, walking networks, open space links, and the careful use of natural features;

- c) possible conflicts between new residential developments and existing uses nearby; and
- d) the efficient utilisation of infrastructure.

Consultation has indicated that the community values, as part of the form and function of the District's urban areas, the following:

- a) all settlements, including main towns, are small compared to Christchurch;
- b) rural setting – all urban areas are separated and surrounded by rural open space;
- c) dominant central community focal point and concentration of business activity in main towns;
- d) easy accessibility to locations within the urban area, to other urban areas within the District, and to Christchurch;
- e) mixed housing densities, with flexibility in some areas to provide for varied housing needs;
- f) absence of high-rise buildings;
- g) generous open space such as parks and reserves;
- h) no heavy industry;
- i) urban services such as reticulated or community sewerage and water, kerb and channelling footpaths and street lighting particularly in the main towns;
- j) a relatively quiet and safe environment when compared with a large metropolitan area; and
- k) cycleways

These characteristics provide high quality living and working areas.

This policy seeks to maintain and enhance the form and function of urban areas in order to promote sustainable management of natural and physical resources of the District's urban environment .

Policy 15.1.1.2

Within the urban environment subdivision, land use, development and protection should avoid, or mitigate adverse effects on:

- a) the rural setting of the District's towns and settlements;
- b) efficient and effective functioning of roads;
- c) ease and efficiency of access;
- d) urban water bodies, and downstream effects on rural water bodies;
- e) mixed density housing from low scale, low density to higher density levels in areas designed as a comprehensive development. This provides for flexibility in some areas allowing for varied housing needs;
- f) quiet and safe environments;
- g) cycleways; and
- h) the individual character of the settlement

Policy 15.1.1.3

Promote subdivision design and layout that maintains and enhances the different amenity values and qualities of the different urban environments by:

- a) providing links to public open spaces including walkways, cycleways and roads;

- b) ensuring ~~allotment~~ lay out maximises the amenity and sustainable energy benefits;
- c) enhancing the form and function of the surrounding ~~environment~~;
- d) providing efficient and effective transport networks including cycleways;
- e) integrating new developments with the rest of the urban area, where they adjoin existing urban areas; and
- f) avoiding or mitigating conflicts between the effects of different land uses, such as between residential and business activities.

Explanation

~~Subdivision~~ design plays an important role in the maintenance and enhancement of amenity values and environmental quality of the District.

Methods

District Plan Rules 15.1.1.3.1

Health, safety and wellbeing rules.

~~Floor area~~ threshold tests for the location of some retail activities.

On-site parking standards and provision for off-site or ~~shared parking~~.

~~Subdivision~~ rules.

Constraints on development rules.

Concept plans or outline development plans.

District Plan Zones 15.1.1.3.2

Distinguish different densities and character of development by lot size.

Provision of deferred zones, where required in urban growth areas.

Road Hierarchy 15.1.1.3.3

Maintenance of a safe, convenient ~~road~~ network that is managed in terms of a hierarchy which sets roles and functions for different roads.

Guidelines 15.1.1.3.5

Urban design, including Planning and Urban Design Forum.

~~Subdivision~~ design.

Design guidelines for the Business 1 Zones of Rangiora ~~and~~, Kaiapoi and design-related assessment criteria for Ravenswood.

For the purposes of the East Kaiapoi ~~Outline Development Plan~~ area, the Ruby Views Integrated Urban Design Report (December 2011). (Note this report has been incorporated into the District Plan by reference under Part 3, Schedule 1 of the ~~Resource Management Act 1991~~)."

Reason for change: Includes Ravenswood as one of the settlements in the District, with development in Business 1 Zone land subject to design-related assessment criteria.

7. Under Chapter 15 Urban Environment, amend Objective 15.1.2 as follows:

Objective 15.1.2 Role of Key Activity Centres

Recognise the role of the Key Activity Centres at Rangiora ~~and~~, Kaiapoi ~~and~~ Ravenswood as significant concentrations of business activities with key transport, cultural and community infrastructure in a way that:

- a) strengthens the Business 1 Zones of Rangiora ~~and~~, Kaiapoi, ~~and~~ Ravenswood as the primary employment, retail and civic destinations;
- b) identifies the role of local retail centres as providing convenience retail functions appropriate within the zone to which they are located;
- c) acknowledges the Business 1 Zones of Woodend, Pegasus and Oxford, that provide for a similar range of activities to the Key Activity Centres at a size sufficient to provide for the needs of those communities; and,
- d) provides for limited retail activities within Business 2 Zones that are supportive of the Key Activity Centres.

Policy 15.1.2.1

Provide for activities within Key Activity Centres in a way that:

- a) achieves efficient utilisation and redevelopment of sites;
- b) considers integrated public transport linkages;
- c) allows for the efficient movement of pedestrians;
- d) avoids reverse sensitivity effects on existing Key Activity Centre activities; and
- e) anticipates appropriately located commercial tenancies that fulfil a retail anchor function.

Reason for change: Includes Ravenswood as a KAC that exists alongside the existing town centres.

8. Under Chapter 16 Business Zones, amend Environmental Results Expected preface as follows:

Business Zones

Environmental Results Expected

The following environmental results are expected from the implementation of the objectives, policies and methods of Chapter 16 Business Zones.

Business 1 Zone (Rangiora and Kaiapoi):

- a) Building position and orientation determined by its proximity to the road frontage, and its relationship with public open space.
- b) Location of car parking to the rear or side of a building or buildings and not adjacent to any principal shopping street.
- c) Building design measured by façade modulation, building height and avoidance of blank walls.
- d) Town centre public parking facilities are located within convenient walking distance of main destinations.
- e) Pedestrian connectivity between buildings, sites, and public open space, and including parking areas.

Business 1 Zone (Ravenswood):

- a) Building position and orientation determined by ensuring at least one pedestrian-oriented frontage separate from parking and loading areas.
- b) Building design measured by façade modulation and minimisation of blank walls.
- c) Safe and convenient pedestrian connectivity between buildings, sites, and public open space, including parking areas, for people of all ages and abilities.
- d) Establishment of at least 5984m² of prominent public open space(s) as a key element of the character and amenity of the new town centre.
- e) Building design positively contributes to the creation of a high quality urban environment that is visually appealing and vibrant.
- f) Linkages between open spaces suitable for all transport modes.
- g) Parking and loading facilities are located and designed in a manner that provides high levels of pedestrian connectivity between buildings, sites, and open space, and a high quality and safe pedestrian experience.

Business 1 Zone (Oxford):

- a) Location of car parking to the rear of a building or buildings for sites with road frontage identified by Figure 31.3.
- b) The size and scale of new buildings complement existing building.
- c) Buildings contribute to a quality streetscape and have active frontages.

Business 5 Zone:

- a) A range of trade supplier and large floorplate office activities.
- b) Other retail activities limited to those that support the functions served by trade supplier and large floorplate office activities, including food and beverage outlets; that do not have the potential to compromise the role and function of Kaiapoi and Rangiora, and Ravenswood town centres as the dominant location and focal point for business activity.
- c) A zone environment with large scale buildings providing for activities requiring large areas of floorspace, outdoor storage and parking/manoeuvring.
- d) Employment and retailing benefits to the District in a manner that is compatible with the form and function of other Business Zones.
- e) Efficient and effective connections to the strategic road network.
- f) Integration of public open spaces within and beyond the zone, including walkways, cycleways and reserves.
- g) Common parking areas serving compatible activities.

Reason for change: Provides distinct environmental results for Ravenswood as a Business 1 town centre.

9. Under Chapter 16 Business Zones, amend the Reason for Issue 16.1 as follows:

Issue 16.1

The potential reduction in the ability of the District's communities to efficiently and conveniently provide for their needs if the requirements of businesses, arising from changing business trends, cannot be met within the District.

Objective 16.1.1

Maintain different zone qualities which provide opportunities for a range of business development appropriate to the needs of the business community, residents and visitors while sustaining the form and function of the urban environments.

Policy 16.1.1.1

Recognise and provide for several Business Zones with different qualities and characteristics which meet the needs of people, businesses and community expectations while:

- a) providing for the needs of the business community, residents and visitors;
- b) sustaining the form, function and accessibility of the urban environments;
- c) enhancing the amenity and character of buildings and public open spaces within the town centres;
- d) facilitating private and public services, facilities and activities;
- e) avoiding loss of social, cultural, administrative, and business activities to elsewhere in the towns, the district or to Christchurch;
- f) ensuring an effective and efficient business sector by concentrating activity;
- g) avoiding or remedying any adverse environmental effects on surrounding Residential and Rural Zones; and
- h) ensuring the town centres remain and provide the dominant location and focal point for business, social, cultural, and administration activities.

Reason

The Business 1 Zone covers the Rangiora, Kaiapoi, ~~Oxford, Woodend, Pegasus and Ravenswood~~ town centres and defines these as the key activity centres for business, social, community, cultural and administration activity for those towns. The Policy requires that they remain the dominant location and focal point for these activities. The Business 1 Zone also covers the smaller town centres of Oxford, Woodend and Pegasus.

The Business 1 Zone is ~~also~~ a significant community resource reflected in its day-to-day use by the community. These activities require a quality, functional, well designed ~~environment~~ to help ensure the on-going sustainability and vitality of the town centres.

The Business 2 Zone covers those industrial and commercial areas which are characterised by large-scale buildings, low density of development and industrial type activities. These areas range from the pockets of business activity such as in Newnham Street in Rangiora, or the Kaiapoi Mill, to larger industrial enterprises such as sawmills and engineering works at Ohoka Road, or mixed commercial and industrial activities at Southbrook ~~and Ravenswood~~.

Activity and development standards for the Business 2 Zone reflect the predominantly industrial environments and outcomes which exist and are enabled in the future. While it is generally inappropriate for the purposes of the Resource Management Act 1991, to distinguish between different types of activity in any zone, performance standards in the Business 2 Zone seek to discourage those activities which may potentially give rise to significant pedestrian movements between land uses and for which the roading layouts and environments in this zone are unsuited.

Retailing in the Business 2 Zone is intended to cater for such activities with potential environmental effects unsuited to a town centre location, or which are conducted in conjunction with a primary activity. New development which contains retailing will be assessed to ensure that significant adverse effects on the town centres are avoided, remedied or mitigated. The District Plan's provisions are not intended to stifle economic growth, prevent trade competition, or to promote the use and development of poorly located, managed or designed commercial or industrial activities by restricting new activities elsewhere. Such an outcome as this could reduce community choice, convenience and the range of locally available services and facilities.

The Business 3 Zone recognises a unique ~~environment~~ in one ownership near Sefton where an integrated timber-based ~~industry~~ operates with ~~site~~-specific environmental effects.

The Business 4 Zone provides for activities existing at 20 June 1998, and limited future expansion of retail and business activities with similar effects on the southwestern corner of Williams and Carew Streets in Kaiapoi (District Plan Maps 104 and 105), and the Lilybrook Shops on the corner of Percival Street and Johns Road, Rangiora (District Plan Maps 113 and 117). This zoning recognises the commercial zoning that these sites enjoyed under the Transitional District Plan. The Business 4 Zone also provides for a local community business zone at West Kaiapoi (District Plan Map 104) and within the Mandeville North settlement (District Plan Map 182).

The Kaiapoi Business 5 Zone provides for trade supplier and large floorplate office activities in a distinct area at Kaiapoi bound by State Highway 1, Smith Street and the Kaiapoi River. The zoning recognises the unique locational characteristics of the area, opportunities for enhanced connectivity with road, pedestrian, cycle and reserve networks, and suitability for the development of space extensive activities not easily located within the Kaiapoi Town Centre.

The Business 1 Zones at ~~Pegasus and Ravenswood~~ enables the development of a modern convenient and attractive commercial and community centres for the newly developing town of Pegasus and community of Ravenswood. vibrant Key Activity Centre whose urban form complements the older finer grain character centres of Rangiora and Kaiapoi.

The area of ~~the "Town Centre"~~ Business 1 Zone in Pegasus is limited in size to encourage the grouping of community buildings, local shops and other commercial activities within a compact and identifiable centre, providing the social and business focus for this town.

~~The area of Business 1 Zone at Ravenswood is limited in size and intended to provide a focus for local shopping and community activities.~~ The Business 2 Zone at Ravenswood will provide the opportunity for more substantial business and employment activities to increase the economic self-sufficiency of the District.

CROSS REFERENCE: Policies 12.1.1.1, 12.1.1.4, Policies 16.1.1.3 to 16.1.1.11

Reason for change: Confirms Business 1 Zone as the key implementation tool of Key Activity Centres alongside providing for local business in smaller towns. Differentiates Ravenswood from Rangiora and Kaiapoi on character grounds.

10. Under Chapter 16 Business Zones, amend Issue 16.1 Methods as follows:

Methods

District Plan Zones 16.1.1.1.1

Zoning of Business 1, 2, 3 and 4 and the identification, on the Outline Development Plan for Pegasus, of a "Town Centre," ~~and at Ravenswood of a small local village centre.~~

Zoning of a defined area in Kaiapoi as Business 5 for trade supplier and large floorplate office activities.

District Plan Rules 16.1.1.1.2

Retailing over a certain scale, outside the Rangiora, Kaiapoi, Woodend, Ravenswood, Pegasus and Oxford town centres, and the Business 4 Zone, is discretionary. Consideration is given to the scale and types of activity which might otherwise have potential environmental effects unsuited to town centres.

Trade supplier and large floorplate office activities are provided for in the Kaiapoi Business 5 Zone.

Activity and development standards to enable environmental outcomes appropriate to each zone.

Town Centre Development Strategy 16.1.1.1.3

Adopted Rangiora Town Centre Strategy and Kaiapoi Town Centre Plan which set out a number of strategic directions for the future development and management of the Rangiora and Kaiapoi town centres (Business 1 Zone).

~~Development of the Ravenswood Town Centre (Business 1 Zone) in accordance with the Ravenswood design-related assessment criteria in Rule 31.23.4.~~

Asset Management Plans 16.1.1.1.4

Forward plan of services, including standards of servicing.

Facilitation 16.1.1.1.5

The Council will consider taking a facilitatory role by purchasing strategic sites to promote the co-ordinated development of the town centres.

District Promotion Policy 16.1.1.1.6

Promote the District's towns as locations for visiting, shopping and business activities.

Rating 16.1.1.1.7

The Council will consider special rating areas to fund specific amenity enhancements, and high quality maintenance levels.

Policy 16.1.1.2

Encourage the establishment of business activities that avoid adverse effects on the function and viability of Key Activity Centres taking into account:

- a) the ability to accommodate the activity within Key Activity Centres;
- b) the potential for significant distributional effects; and
- c) any urban form and transport network effects.

Reason for change: Removes reference to Ravenswood as a 'small local village centre' and provides for its development as a Town centre, subject to design-related assessment criteria.

11. Under Chapter 16 Business Zones, amend Policy 16.1.1.3 as follows:

Policy 16.1.1.3

Provide for development and activities within the Business 1 Zones of Kaiapoi, Rangiora, Ravenswood Pegasus and Woodend where the following characteristics of the Zone are observed:

Location	<ul style="list-style-type: none"> - Defines the town centres of Kaiapoi, Rangiora, <u>Ravenswood Pegasus</u> and Woodend - Redevelopment and intensification opportunities within Kaiapoi, Rangiora and Woodend - Compact, including medium to high building density
Pedestrian focus on main shopping streets	<ul style="list-style-type: none"> - Interconnected network of public car parking, pedestrian areas, lanes and footpaths - Public open spaces - High level of safety, taking into account <u>Crime Prevention Through Environmental Design (CPTED)</u> principles - Buildings and businesses directly accessed from the street, lanes and public spaces - Verandahs and covered shopping areas
Vehicle focus	<ul style="list-style-type: none"> - Provision for car parking, private and public - Interconnected network of roads, car parking, pedestrian areas, footpaths, lanes and public spaces - Public off-street parking - Little on-site parking (<u>except at Ravenswood</u>)
Amenities	<ul style="list-style-type: none"> - Landscaping, plantings and public open spaces - Street and pedestrian treatments, including street furniture

	<ul style="list-style-type: none"> - Lighting, taking into account Crime Prevention Through Environmental Design (CPTED) principles - Minimal odour - Low level noise - Signage mostly small scale - Public facilities - <u>At least 5984m2 of prominent public open space(s) at Ravenswood being a key element of the character and amenity of the new town centre</u> - <u>Linkages between open spaces</u>
Parking	<ul style="list-style-type: none"> - Public off-street parking - Limited private off-street parking for sites without frontage to a <u>principal shopping street (not applicable at Ravenswood)</u> - Limited duration on-street parking - <u>Public parking</u> pedestrian connections with footpaths, lanes and public spaces - Cycle parking - Access to loading facilities
Built environment and built form	<ul style="list-style-type: none"> - Defined building heights, predominantly two storey - Absence of setbacks on identified streets and limited setbacks on other streets - Mostly continuous business display frontages on primary shopping streets - High intensity of use from the street <u>or public open space</u> side - Historic buildings and settings defined by <u>heritage values</u> within Kaiapoi, Rangiora and Woodend - Mostly older buildings on main shopping streets, with the exception of <u>Ravenswood and</u> Pegasus - New buildings sympathetic to existing built form and building styles

	<ul style="list-style-type: none"> - <u>Layout and design of Ravenswood defined by marker buildings and attractive public spaces</u> - Functional and adaptable buildings developed individually or as part of a comprehensive business development - In <u>Ravenswood Pegasus</u> new buildings and development within a defined commercial area - In the commercial centre of Pegasus, no building <u>setback</u>, with development required to be along the full street <u>frontage</u> with verandahs - In the outer commercial area of Pegasus, building <u>setback</u> is required - <u>Dwellinghouse</u> development within Kaiapoi, Rangiora <u>Ravenswood</u>, and Woodend located only at upper floor levels
Distribution of floorspace	<ul style="list-style-type: none"> - Largest total area of retail, <u>office</u>, administrative floorspace in each town
Function	<ul style="list-style-type: none"> - Community focal point for - government services - professional services - <u>office</u>/finance - retail - emergency services - household services - an area with safe, convenient, pleasant, attractive environments where people can enjoy extended visits to gather, socialise, and do business

Reason

The Business 1 Zones are located within the centre of the District's main towns and provide the dominant focal point for the business sector for the towns and their surrounding areas including the Rural Zones. The dominant activities that occur in the town centres are business, retail, administrative, recreational, entertainment and service orientated. The amenity, environmental quality and built form of the town centres arises from the appropriate management of buildings and public spaces, including the transport network as well as the mix of activities that locate there. Policies 16.1.1.3 and 16.1.1.4 recognises and provides for the role of the town centre as the focal point for the community and seeks to ensure town centre amenity, built

form design and environmental standards that are compatible with business, retail, and service activities while at the same time providing a pleasant, attractive, and safe environment for the community.

CROSS REFERENCE: Policies 12.1.1.1 and 12.1.1.4, 15.1.1.1 and 15.1.1.3."

Reason for change: Adds Ravenswood as a Business 1 Zone centre whose development is subject to design-related assessment criteria.

12. Under Chapter 16 Business Zones, amend Section 16.1.1.4.1 as follows:

District Plan Zones 16.1.1.4.1

Business Zones ~~and the "Town Centre" at Pegasus~~ which distinguish the nature and scale of effects from activities within and between the zones.

District Plan Rules 16.1.1.4.2

Controls on retail activity outside Business 1 Zones ~~and the "Town Centre" at Pegasus.~~

Standards for pedestrian facilities and built form on nominated frontages.

Town Centre Development Strategy 16.1.1.4.3

Adopted Rangiora Town Centre Strategy, Oxford Town Centre Strategy and Kaiapoi Town Centre Plan which set out a number of strategic directions for the future development and management of the Rangiora, Oxford and Kaiapoi town centres. Ravenswood Town Centre, subject to Ravenswood design-related principles and assessment matters for Business 1 Zone land.

Design Review 16.1.1.4.5

Design guidelines for the Business 1 Zones of Rangiora and Kaiapoi, and the Ravenswood Business 1 Zone design-related principles and assessment matters.

Reason for change: Development of Ravenswood town centre is subject to design-related assessment criteria.

13. Under Chapter 16 Business Zones, amend Policy 16.1.1.9 as follows:

Policy 16.1.1.9

Provide for trade supplier and large floor plate ~~office~~ business activities in the Kaiapoi Business 5 Zone in a way that:

- a) achieves integrated and comprehensive development;
- b) limits ancillary retail activities and food and beverage outlets;
- c) avoids establishment of, and the ability to establish, retail activities with a character and function provided for or anticipated by the Business 1 and 4 Zones;
- a) provides links to public open spaces including walkways, cycleways and roads
- b) avoids or mitigates adverse effects on:
 - the safety, capacity and efficiency of the ~~road~~ hierarchy, including the ~~State Highway~~ network;

- recreational and ecological linkages; and
- the amenity of the adjoining Rural and Residential Zones.
- c) achieves high standards of visual amenity;
- d) avoids attracting bird species which constitute a hazard to aircraft; and
- e) the following characteristics of the Kaiapoi Business 5 Zone are observed:
 - i. location
 - physically contained by the strategic/arterial road network and the Kaiapoi River
 - adjacent to pedestrian and cycle linkages associated with public reserves and the Kaiapoi River
 - at the urban boundary
 - acts as a western gateway to Kaiapoi
 - ii. amenities
 - landscaping – high standard along road and zone boundaries and within open-air parking areas
 - public pedestrian connections and spaces
 - stormwater management contributing to visual amenity
 - lighting in accordance with **Crime Prevention Through Environmental Design (CPTED)** principles
 - signage – of a scale compatible with built form
 - dominated by large building footprints and outdoor storage areas
 - ambient noise level influenced by strategic road network
 - iii. built environment and built form
 - buildings that may be visually dominant
 - purpose built for business activities
 - areas of car parking, landscaping and open space, including stormwater management and public reserves
 - iv. transport
 - close proximity and safe and efficient access to strategic road network
 - parking – off street, including communal parking areas
 - good accessibility from Kaiapoi, Ravenswood and Rangiora
 - limited and defined entry and exit points
 - v. distribution of floorspace
 - dominated by trade supplier and large floor plate office activities
 - limited food and beverage outlets
 - extent of floorspace governed by structure controls, car parking, landscaping, infrastructure and amenity requirements
 - vi. function
 - retail activity limited to that which reinforces the strategic objectives and policies of the District in respect of the distribution of business activity.
 - trade supplier and large floor plate office activities that, because of the function and scale, are not readily or appropriately located in the Kaiapoi town centre.
 - an area with moderate to high amenity given its function, location, taking into account the overall layout and position and external appearance of buildings, car parking, traffic movements, open space, and perimeter treatments.

Reason for change: Replaces Woodend with Ravenswood as an accessible main centre.

14. Under Chapter 16 Business Zones, amend Section 16.1.4 as follows:

Principal Reasons For Adopting Objectives, Policies and Methods 16.1.4

Recognising a need for, and providing, a framework of Business Zones is necessary to enable the development of locations for activities within which different activity and development standards can constrain adverse effects. This framework is also a necessary and appropriate technique for promoting positive effects and benefits for activities that wish to exercise location choices based on environmental qualities.

Specifying the characteristics of the different zones provides certainty about expected environmental outcomes based on a past pattern of development. It is a device for relating resource use choices to locational outcomes without adversely affecting the present urban fabric, and form of the urban areas. In that way, it promotes efficiencies in resource use whereby past investments with an economic life are continued to be used in an efficient way.

The compact nature of the Business 1 Zones provides significant options for enhancing and expanding the intensity and range of activity within the whole zone. Enabling sustainable business, social and community use and development in these centres will enable the efficient utilisation of the considerable public investment in both infrastructure and services. It will reinforce the roles of the town centres as strong physical focal points within the District. There is an opportunity to reverse the trend towards loss of commercial, social and employment activities from the District to Christchurch and the Business Zones can play an important part in achieving this.

Benefits to residents and visitors will arise from appropriate siting of businesses where they are linked within the zone to the traditional shopping streets such as High or Williams Streets. Promoting a co-ordinated and integrated Business 1 layout will create efficiencies in use of land; a zone that is convenient and safe for pedestrian activity, and that enables sufficient provision of public amenities and open spaces, will sustain the role of the Business 1 Zone as a dominant community focal point.

The Business 1 Zone ~~in the newly developing town of Pegasus for Ravenswood~~ provides ~~the opportunity for the development of a small local business and community centre within that town. The town has the ability to grow to sufficient size to support a range of commercial and community activities and facilities. The identification of a town centre at an early stage in the development of the town is necessary to enable the development of an integrated community which is not completely dependent on business areas outside of the town for social and business services and facilities. The small Business 1 Zone at Ravenswood will fulfil a similar function for development of a new town centre and the district's third Key Activity Centre. Located immediately next to State Highway 1 and well connected to the proposed Northern Motorway for Christchurch, the town centre has the ability to grow to a sustainable size, thereby providing an opportunity for the District to reverse some of the identified loss of commercial, social, and employment activities to Christchurch. Ravenswood town centre occupies flat land well served by infrastructure and comprising large parcels of land. Its urban form with expansive~~

land parcels complements the older character centres of Rangiora and Kaiapoi, with their closely subdivided land use patterns while delivering a comprehensively planned centre whose development is integrated through the Ravenswood Business 1 Zone design-related assessment criteria.

The demand for additional Business 2 Zoned land is less apparent. In all towns much of the land zoned for commercial and industrial activity before notification of this District Plan was poorly utilised, at low densities of development, and with considerable spare capacity for its use.

The Business 2 Zones are not all compact. Development proposals in these zones will need to consider opportunities that will confer benefits of convenience and efficiency. In some cases the location of sites alongside strategic and arterial roads may be an advantage for locating vehicle orientated large developments. The Business 2 Zone at Ravenswood is compact and has been located alongside the strategic road network to cater for larger business developments and will complement the ~~smaller business~~ Business 1 zones provided at Woodend, Pegasus and Ravenswood.

Where a Business 2 Zone adjoins or is near to a Residential or Rural Zone, then the effects of the activities in the Business 2 Zone should be controlled so that the environmental standards of the residential and rural land uses are not adversely affected. Effects of signage and noise are not generally confined to within the Business Zone boundary.

The Business 4 Zone enables site-specific areas of existing retail and business activity located outside of the Kaiapoi and Rangiora town centres. The effects of activities are known for those already developed, including those impacting on adjoining residential areas. Activity and development standards constrain the scale and nature of possible future effects. A specific policy and rule framework exists for the Business 4 Zone in West Kaiapoi and the Business 4 Zone in Mandeville North to ensure suitable scale and characteristics of any development within the zone and with regard to Mandeville North to recognise community desires.

The Kaiapoi Business 5 Zone enables trade supplier and large floor plate office activities located on the urban edge of Kaiapoi within a defined site that exhibits characteristics suitable for the establishment of such activities. The effects of large format developments are well known, where located outside of the District. It is necessary for the location of the Kaiapoi Business 5 Zone and the controls placed on that Zone to control these effects to ensure other zones ~~and, land~~ uses and the role of Key Activity Centres are not adversely affected.

Reason for change: Identifies Ravenswood as having unique development characteristics such as the flat, serviced land with large parcels which will allow activities and an urban form complementary in nature to the other Key Activity Centres. Those activities are also suited and will benefit from the relative accessibility and State Highway context Ravenswood Key Activity Centre, which is expected to grow in a manner that contributes to the sustainable management of the District.

15. Under Section 17 Residential Zones, amend Issue 17.1 as follows:

Policy 17.1.1.2

Recognise and provide for differences between Residential Zones reflecting the community's expectations that a range of living environments will be maintained and enhanced.

Explanation

The Residential 1 Zone is the highest density living environment in the District. The zone surrounds the town centres of Rangiora and Kaiapoi. Residential 1 Zone provides an opportunity for higher density living within walking distance of town centre facilities and reinforces the dominant community focal point role of these towns. The zone is sensitive to adverse effects that may spill over from the adjacent Business 1 Zone.

The Residential 2 Zone occupies most of the living environment in the District's towns. It is characterised by the single storey detached dwelling, surrounded by lawns and gardens. The streets are open and spacious and generally carry only local traffic. The Residential 2 Zone is sensitive to adverse effects that may spill over from adjacent zones, especially the Business and Rural Zones.

The Residential 3 Zone reflects the view of the community that the beach settlements and small rural towns are different in character from the four main towns in the District. These differences largely stem either from their origins as holiday settlements, their small size, and low density of building. Servicing constraints such as at Allin Drive/Queens Avenue, Waikuku Beach which limit subdivision potential have the effect of maintaining the particular character of some settlements and towns.

The Residential 4 Zones are based on the former "Rural-Residential Zone". The zones provide a living environment within the rural area. The nature of these zones has increasingly taken on urban characteristics. People value them as very low density residential sites in a rural setting. Increasingly it is expected that servicing standards will mirror urban rather than rural settings. The difference between the 4A Zone and 4B Zone relates to lot sizes. New 4A and 4B Zones can only be created by plan change. The 4B Zones are the original Rural-Residential Zones created under the Transitional District Plans based on limited public servicing and one hectare average lot sizes.

The Residential 5 Zone provides for a special quality residential environment focused around man-made water bodies. It is a zone that has restrictive controls in place in recognition of the qualities of the environment including habitat and wildlife values of those water bodies. It is a location where extensive landscaping and amenity plantings are required. The Residential 5 Zone is a unique zone within the District. A particular character and level of amenity will be created within this zone.

The Residential 6 and 6A Zones provide for the residential development at Pegasus new town to the east of State Highway 1, north-east of Woodend and Ravenswood, north of Woodend. It is anticipated that the zones will enable a variety of housing environments of differing densities, from single storey detached dwellings on spacious sections to higher density living within close proximity to the community and commercial facilities in Pegasus and Ravenswood. Pegasus has the potential, when fully developed, to accommodate a population of approximately 5000 people in a comprehensively designed community which reflects the nature conservation and

cultural heritage values of its surrounding environment. The town is designed around a town centre, recreation and community facilities, which will provide an urban focus for the town, with attractive, safe and efficient links to the residential neighbourhoods. Ravenswood is an emergent town centre and, as a Key Activity Centre, which provides for the commercial, social and employment activities of the wider area.

The Residential 7 Zone provides for mixed residential development at West Kaiapoi. The zone provides three levels of densities ranging from 200m² to 540m² minimum averages. These higher densities are supported by a network of open space and reserves, including enhancement of existing linkages and construction of new linkages along and across the Kaiapoi River. The need for this higher level of density has arisen from the red zoning of properties in Kaiapoi following the Canterbury earthquakes of 2010/2011. A consistent message that has come from the Council's consultation exercises with the community is a call for orderly change. There is a desire to retain the fundamental elements that give the Residential Zones their characters. The community's interest lay in managing the rate of change, not stopping nor prescribing acceptable change. It accepted that it was not possible to anticipate and therefore plan for likely futures. Management of Residential Zones should not be directed at retaining any particular known residential landscape. The management should ensure the retention of those Residential Zone characteristics set out in Table 17.1, and in Policy 17.1.1.3 for the Residential 7 Zone.

Reason for change: Acknowledges Ravenswood as a town centre and Key Activity Centre.

16. Under Chapter 18 Constraints on Development and Subdivision, amend Policy 18.1.1.1 as follows:

Policy 18.1.1.1

Growth and development proposals should provide an assessment of how:

- the use, development, or protection of natural and physical resources affected by the proposal will be managed in a sustainable and integrated way; and
- the adverse effects on those resources and the existing community will be avoided, remedied, or mitigated.

In particular, proposals should not be inconsistent with other objectives and policies in the District Plan, and show how and the extent to which they will:

- a) protect areas of significant indigenous vegetation and habitats of indigenous fauna including vegetation and habitat sites listed in Appendix 25.1;
- b) protect the outstanding landscape area as defined in the District Plan Maps;
- c) avoid or mitigate natural hazards including:
 - flooding as defined in the District Plan Maps,
 - flooding from the Waimakariri or Ashley/Rakahuri Rivers,
 - seismic conditions including the potential for liquefaction and amplification effects,
 - damage from the sea, including erosion, storm and tsunami, and
 - land instability;
- d) protect the life supporting capacity of soils;

- e) maintain and enhance the environmental characteristics of adjoining zones, and the ~~environment~~ of the zone within which the proposal is located, as set out in Policies 14.1.1.2, 14.1.1.3, 14.1.2.1, 15.1.1.1, 16.1.1.1, 16.1.1.3, 16.1.1.4, 16.1.1.5, 16.1.1.6 16.1.1.8, 16.1.1.9, 17.1.1.2, 17.1.1.3 and 17.1.1. 5;
- f) retain the rural ~~environment~~ between Residential 4A and 4B Zones, between the Rangiora, Kaiapoi, Woodend, Pegasus and Oxford urban areas, and other Residential 3 Zones; between any rural intensive development opportunities and villages within Maori Reserve 873; and between Kaiapoi and the Christchurch City boundary;
- g) provide access to and along rivers, open spaces and reserves;
- h) maintain and enhance the form and function of the District's towns;
- i) avoid or mitigate significant adverse effects on the form and function of the Business 1 Zones including its role as a dominant community focal point within the ~~four~~ District's main towns;
- j) avoid noise sensitive activities within the 50 dBA Ldn airport noise contour for Christchurch International Airport as defined in this Plan, with the exception of those areas within Kaiapoi defined in Chapter 6 of the ~~Canterbury Regional Council~~ **Canterbury Regional Council** Regional Policy Statement;
- k) provide ~~infrastructure~~ for services and roading in a manner consistent with this District Plan;
- l) ensure the efficient and effective integration of any new ~~infrastructure~~ into the existing network, or ensure the efficient and effective ongoing working of a stand-alone system;
- m) avoid or mitigate potential adverse effects from sites and facilities using, storing, and/or disposing of hazardous substances;
- n) protect groundwater quality and quantity;
- o) protect surface ~~water~~ quality and quantity;
- p) protect wahi taonga;
- q) avoid adverse effects on heritage sites and protect those sites listed in Appendix 28.1;
- r) avoid adverse effects on significant plants and protect those notable plants listed in Appendix 29.1;
- s) avoid adverse effects on the Business 3 Zone;
- t) provide for efficiency in energy use;
- u) enable local communities to be more self-sustaining;
- v) affect the demand for transport;
- w) provide choice in transport mode, particularly modes with low adverse environmental effects;
- x) avoid or mitigate for adverse impacts on the habitat of trout and salmon; and
- y) recognises the historical and cultural associations of Ngai Tuahuriri with the land in Maori Reserve 873 to provide for residential development opportunities for the original grantees and their descendants.

Reason for change: Refers to District's main towns instead of specifying four.

17. Under Chapter 18 Constraints on Development and Subdivision, add Policy 18.1.1.12 as follows:

Policy 18.1.1.12

Provide for the development of a new town centre at Ravenswood based on the following principles:

- a) The development at Ravenswood shall provide a focal point for the community incorporating a range of activities set within the broader rural landscape of the Canterbury Plains, serving as a retail and commercial gateway for people accessing the District from State Highway 1.
- b) The development of Ravenswood shall be of a scale and design that is safe and accessible for people in their day-to-day needs.
- c) The design, layout and development of Ravenswood shall integrate with the State Highway 1 corridor and the surrounding land uses, particularly rural and open space reserves.
- d) The creation of a logical and highly connected network of well-designed streets and spaces that provide high levels of access, are responsive to surrounding activities, and contribute to the character and amenity of the town centre.
- e) Attractive streetscapes which reinforce the functions of streets and enhance the amenity and accessibility of the new town centre.
- f) Emphasis on creating a vibrant centre for business and social activity through the appropriate location of buildings that provide an attractive and engaging public interface with streets and open spaces.
- g) Parking is provided where this is accessible to buildings and separated from pedestrian areas and open spaces to reinforce the town centre as a destination for commerce and community.
- h) Development of the town as a compact, cohesive urban community, which is integrated with surrounding land uses and adjoining residential areas.
- i) The establishment of a wide range of business activities within the town, including employment and commercial opportunities, in order to encourage people from around the District to work within the town centre.
- j) Establishment of a unique sense of identity within the town centre through identifiable streets and open spaces with building frontages and marker buildings that reinforce the town centre function.
- k) Development of the town results in the provision of a network of walkways and cycleways as follows:
 - i. within the lots with retail activities;
 - ii. between retail developments along Bob Robertson Drive;
 - iii. linking the Business Zone land to the Taranaki Stream;
 - iv. linking the residential neighbourhoods of Ravenswood and Woodend to the town centre; and
 - v. providing an edge to the Taranaki Stream.

Explanation

The rapidly increasing population in the District results in a need for a new town centre as a place of commerce and community, creating opportunities for business and employment required by a growing population. This is also stipulated at the regional level with the requirement of a Key Activity Centre in this location. The areas of the Business 1 Zone have the capacity to provide for growth without conflicting with the sustainable management purpose of this District Plan. The District Plan recognises the changed resource management expectations that the community holds for this area and the changes in amenity values and environmental qualities that will result from urban uses and development. The District Plan encourages the full and comprehensive development of this new urban area to accommodate the expanding economic needs of the District.

The District Plan provides for the town of Ravenswood to develop as an important economic centre and community focus within the District. This is based on the following factors:

- Ravenswood is well situated with regard to access to State Highway 1 and to the location of other centres of settlement (such as Woodend, Rangiora, Kaiapoi and Pegasus) to provide for some of the substantial population growth anticipated in the District over the next 20 years;
- the land available for the development of the town is of sufficient size to enable the efficient and cost-effective provision of utilities, social services and facilities, in a way that avoids adverse effects on the health, safety and quality of the surrounding communities; and
- the development of a new town centre at Ravenswood will assist in providing economic opportunities in the District that match the growing population of the District and reduce dependence on Christchurch for retail, commerce, and employment needs.

The nature and extent of urban development at Ravenswood town centre has been determined by five main factors:

- the large parcels of land which enable a masterplanned approach to development;
- the location between the growing communities of Ravenswood, Pegasus, and Woodend and its proximity to State Highway 1;
- the qualities and character of the landscape values of the site and rural surrounds;
- the desire to create a modern centre of commerce and community with a strong sense of identity and character;
- the opportunity to create an environment for economic activities yet to establish in the District.

The above policy governing the nature and extent of urban development at Ravenswood has been based on these factors.

Methods

District Plan Zoning 18.1.1.12.1

Provide Business 1 and 2 Zones within the Ravenswood Town Centre by inclusion in the District Plan Maps.

District Plan Rules 18.1.1.12.2

Standards for subdivision.

Standards for site development and land uses.

Design-related assessment criteria to manage the scale and location of urban development within the town.

Requirements relating to the layout and development of land uses, roads, reserves, community facilities and town centre, based on an Outline Development Plan for the town.

Engineering Code of Practice 18.1.1.12.3

A set of engineering standards developed by the Waimakariri District Council for roads, domestic water supply and sewerage.

Financial and Development Contributions 18.1.1.12.4

Rules requiring money or land for purposes set out in Chapter 20: Financial Contributions and Chapter 34: Financial Contributions – Rules or in Waimakariri District Council’s Development Contribution Policy.

Liaison with Developers 18.1.1.12.5

To liaise with the developers of Ravenswood regarding the long-term ownership and management of the utility services, reserves, community facilities and conservation areas within the town.

Liaison and Consultation 18.1.1.12.6

With the developers of Ravenswood, Ngai Tahu and Ngai Tuahuriri, community groups, government agencies and environmental groups about potential enhancement works and community initiatives associated with the development of Ravenswood.

Reason for change: New policy to outline the rationale and factors that require a new town centre at Ravenswood and the methodology of rules and design criteria to manage this growth. The policy recognises the town centre as being required to keep up with population growth in the District and the economic opportunities this brings, the stipulation in the RPS for a Key Activity Centre, and the framework of rules and design criteria that foster a sense of community as the town centre develops.

18. Under Chapter 18 Constraints on Development and Subdivision, amend Section 18.1.2 as follows:

Principal Reasons For Adopting Objectives, Policies and Methods 18.1.2

The Council has a function under the **Resource Management Act 1991** to prepare resource management proposals to “...achieve integrated management of the effects of the use, development, or protection of land and associated natural and physical resources of the district” (section 31(a)). As well, the Council has the function to “...control any actual or potential effects of the use, development, or protection of land” (section 31(b)). These functions can be carried out to give effect to promoting sustainable management of resources, subject to addressing both matters of national importance and other matters set out in sections 6, 7 and 8 of the **Resource Management Act 1991**.

For the Council, these responsibilities are to be carried out in a district undergoing significant growth and development. The rate and nature of change brings particular focus to parts of the Regional Policy Statement in relation to the District.

Notably, the Regional Policy Statement identifies three Key Activity Centres within the District, these being Rangiora, Kaiapoi and Woodend-Pegasus (renamed as Ravenswood) as directed by Policy 6.3.1 Development within the Greater Christchurch area. In particular, clauses 1, 2, and 7 state as follows:

- (1) give effect to the urban form identified in Map A, which identifies the location and extent of development that will support recovery, rebuilding and planning for future growth and infrastructure delivery;

- (2) give effect to the urban form identified in Map A (page 6-27) by identifying the location and extent of the Key Activity Centres;
- (7) avoid development that adversely affects the function and viability of, or public investment in, the Central City and Key Activity Centres.

Under s73(4) of the **Resource Management Act 1991**, the District Plan must give effect to the Regional Policy Statement and this is reflected by the Key Activity Centre notations and the extent of Business 1 Zone land in Rangiora, Kaiapoi, and Ravenswood.

The Regional Policy Statement also requires District Councils in the preparation of plans to consider making provision for certain regional issues. Issues and outcomes sought at the regional level relevant to this District's growth are particularly related to water, settlement, energy, transport and natural hazards.

This chapter of the District Plan seeks to address some of these regional issues. It also sets out the local circumstances which the community and Council believe should limit choices for future growth and development, particularly in relation to existing settlements.

Over the last 10 years the District has been subject to significant growth and development. This has been based on residential growth, and intensification of land use, in the town and also in the rural areas. Analysis suggests this pattern of continuing change will be a feature for the next planning period.

One feature of the growth has been the desire by many people to create environments, and to provide for their social and economic wellbeing, in a diverse manner. Land use and settlement options set out in Transitional Plans have not provided well for the choices now wishing to be exercised. The demand for choice and flexibility in living, working and social environments is a product of larger demographic, social, economic, and political forces at work in the community. It is flexibility of resource use options, and the management and protection those local matters and circumstances consistent with Part 2 of the **Resource Management Act 1991**, that will provide a sustainable future for the District.

Policy 18.1.1.1 provides for change by allowing landowners to identify sites and circumstances where existing plan provisions no longer provide for their resource management expectations for land. The **Resource Management Act 1991** allows private requests for changes to plans. The Council considers that this policy is an effective approach to growth and development. It is focused on the promotion of sustainable management. It will allow each plan change proposal to be argued on its individual merits rather than require the District Plan to anticipate the type of development, its location, and effects, for the next 10 years.

The Council has chosen for the District Plan not to allocate choices between landowners in terms of land use. The policy does set out those local environmental matters that proponents of change must address; the choices for environmental outcomes belong to the District Plan, not the landowner. This fits with the purpose of the **Resource Management Act 1991**, and the Council's functions. It ensures that, in relation to the biophysical and social make-up of the District, future resource management options are tested against statutory and local matters that underpin sustainable management of natural and physical resources.

Policy 18.1.1.2 seeks to retain the ability to view Mount Grey/Maukatere from Lineside Road. It is recognised by the community as being a significant view that should be safeguarded. It is recognised that it is not appropriate to require the maintenance of a view shaft to hill along the total length of Lineside Road. Changes in vegetation will mean that there will always be sections of the road from which you cannot see Mount Grey/Maukatere. However, changes to views can be considered as part of assessing the effects of activities and landowners can be encouraged to respect community concerns.

Policy 18.1.1.3 requires specific consideration of effects between zones when a new or extended zone is proposed. It is necessary and appropriate for consideration of effects arising from the creation of new physical, social and economic relationships. Each new proposal will create some effects; the policy requires assessment of inter-zone impacts.

Policy 18.1.1.4 address the effects of the subdivision and development of land to the south and west of Kaiapoi. This policy makes reference to particular values which have been identified as important to the community. The policy anticipates future adverse effects on the form and functioning, and character, of Kaiapoi if no resource management choices are specified. Addressing the community's concerns at the time of any rezoning of this land or at the time of considering any applications for urban use is consistent with the Council's functions. It is appropriate because non-statutory limitations on growth through limiting the provision of services, utilities, and facilities, may not effectively prevent continued south and westward growth. That future may not be sustainable; it would create inefficiencies in service provision, and take development into an area of known flood hazard.

Policies 18.1.1.5 to 18.1.1.9 set limits to the growth of some small rural towns. The policies:

- maintain the settlements at a scale favoured by residents;
- pay particular regard to issues relating to maintaining the natural character of the coastal environment;
- limit new development in areas of coastal and flood hazard;
- maintain an area around each town based on rural environment characteristics; and
- restrict demands on public utilities and retains cost-effective services.

The policies appropriately limit resource management choices in a way consistent with Part 2 of the **Resource Management Act 1991**.

Policy 18.1.1.11 provides for the development of a new town for approximately 5000 people at Pegasus, to the north-east of Woodend. The resource management issues regarding the establishment of this town have been fully considered through statutory planning processes under the **Resource Management Act 1991**. Providing alternative locations for urban growth within the District enables the landowners to provide for their social and economic wellbeing. It will also enable those people who want to live in a small, cohesive community surrounded by an exceptional natural and cultural environment, to do so in a way which is consistent with the sustainable management purpose of this District Plan. The zoning and associated development standards will enable the land to be efficiently and

effectively used for purposes not provided for previously under the existing District Plan.

Policy 18.1.1.12 provides for the development of a new town centre and Key Activity Centre at Ravenswood, being a place of commerce and community and creating opportunities for business and employment required by a growing population. Ravenswood is intended to be complementary to the existing historic towns of Rangiora and Kaiapoi, being a new town whose land ownership pattern enables the development of a comprehensively planned town centre. These traits mean Ravenswood is capable of offering economic opportunities that will help stem retail and employment leakage to Christchurch, and contribute to the resilience and self-sufficiency of the District economy. The Business 1 zoning and new rules with design-related principles and assessment matters will allow new business activities to establish while creating a new town of high urban design quality.

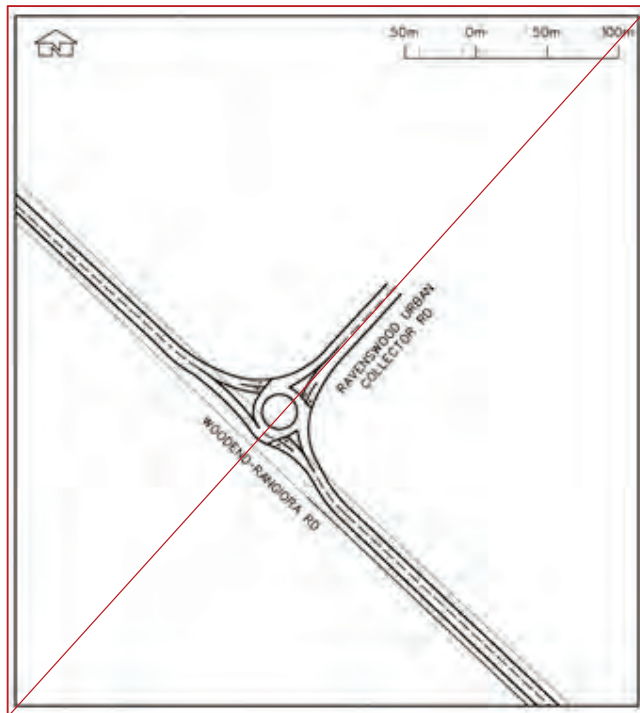
Reason for change: References Regional Policy Statement for creating a third Key Activity Centres and new town at Ravenswood to "triangulate" with the existing main centres of Rangiora and Kaiapoi. As the District Plan is required to give effect to the RPS, these changes also confirm the use of Business 1 zoning to achieve this.

19. Under Chapter 30 Utilities and Traffic Management – Rules, delete Rule 30.10.2 and Figure 30.14 as follows:

~~30.10.2 North Woodend Outline Development Plan~~

- ~~a) No access shall be allowed from State Highway 1 to the stormwater treatment area or areas zoned Business 1, Residential 6 or Residential 6A under the North Woodend Outline Development Plan shown on District Plan Map 158 until such time as the roundabout specified under Rule 32.1.1.71(j) in relation to Pegasus is constructed. This access is to be designed to the New Zealand Transport Agency's satisfaction.~~
- ~~b) No access shall be allowed from the Rangiora Woodend Road to the stormwater treatment areas or area zoned Business 1, Residential 6 or Residential 6A under the North Woodend Outline Development Plan shown on District Plan Map 158 until such time as a roundabout is constructed in general accordance with Figure 30.14.~~

~~Figure 30.14: Rangiora Woodend Road Ravenswood Roundabout Design~~



Reason for change: Updates the District Plan by removing provisions that are no longer applicable to the development of Ravenswood.

20. Under Chapter 31 Health, Safety and Wellbeing – Rules, amend Rule 31.1.1.8 as follows:

In Pegasus and Ravenswood dwellinghouses ~~shall only~~ may be located in:

- a) the Residential 6 and 6A Zones and only within the areas shown as “Residential Areas” on District Plan Maps 142 and 158; or
- b) the Business 1 Zone in the areas defined as “Town Centre – Intensive Business” and “Town Centre – General Business” on District Plan Map 142, and in the “Town Centre – Intensive Business” area shall only be located above ground floor level; or
- c) the Business 1 Zone area defined on District Plan Map 158 and located above ground floor level.

Reason for change: Ensures consistency with other KACs for residential activities in Ravenswood Business 1 Zone.

21. Under Chapter 31 Health, Safety and Wellbeing – Rules, amend Rule 31.1.1.30 as follows:

Any structure in a Business 1 Zone shall not exceed a height of:

- a) 8m in Oxford;
- b) 10m in Pegasus;
- c) 12m in Rangiora and Kaiapoi; and
- d) 15m in Ravenswood and Woodend.

Reason for change: Provides a height limit for Ravenswood, as the extensive greenfields setting of Ravenswood together with the Ravenswood design-related assessment criteria enables taller buildings to be considered in this zone.

22. Under Chapter 31 Health, Safety and Wellbeing – Rules, amend Rule 31.1.2.10 as follows:

Sites within the Business 1 Zone (Rangiora, Oxford ~~and~~, Kaiapoi ~~and Ravenswood~~), which share a boundary with a Residential Zone and where that zone boundary is along a road, shall be exempt from Rule 31.1.1.39.

Reason for change: Adds Ravenswood for consistency with other centres.

23. Under Chapter 31 Health, Safety and Wellbeing – Rules, amend Rule 31.1.2.11 as follows:

Within the Business 1 Zone (Rangiora, Oxford ~~and~~, Kaiapoi ~~and Ravenswood~~), the following are exempt from complying with structure height Rule 31.1.1.30:

- a) any decorative feature, steeple, finial, chimney, clock tower, spire or partial storey where located on a building on a corner site, provided that it is located at the ~~road~~ frontage corner and does not exceed 50% of the length of either ~~road~~ frontage.

Reason for change: Adds Ravenswood for consistency with other centres.

24. Under Chapter 31 Health, Safety and Wellbeing – Rules, amend Rule 31.5.5 as follows:

The erection of any ~~dwellinghouse~~ at ground floor level within the ~~Key Activity Centre~~ areas at Kaiapoi ~~and~~, Rangiora ~~and Ravenswood~~, and the Business 1 Zone at Kaiapoi, Rangiora, ~~Ravenswood~~, Woodend and Oxford is a non-complying activity.

Reason for change: Adds Ravenswood to exclusion for consistency with other centres, and ensures dwellings are appropriately located.

25. Under Chapter 31 Health, Safety and Wellbeing – Rules, amend Rule 31.21.1.2 as follows:

Except as provided for by Rule 31.21.1.1, buildings in the ~~Rangiora and Kaiapoi~~ Key Activity Centre areas shall:

- a) position any on-site car parking to the rear of any building façade. Parking spaces shall not be located between any building and the road frontage;
- b) be landscaped along the length of the road boundary, except where set back less than 2m from the road boundary or where necessary to provide pedestrian and vehicle access;
- c) contain clear glazing to a minimum of 40% and a maximum of 90% of the ground floor frontage for the display of goods and services where facing the road boundary;
- d) contain clear glazing to a minimum of 20% and a maximum of 90% on any upper floor where facing the road boundary; and

- e) include pedestrian access directly from the road frontage

Reason for change: Keeps these rules for Rangiora and Kaiapoi KACs to ensure these do not conflict with the design-related assessment criteria for Ravenswood.

26. Under Chapter 31 Health, Safety and Wellbeing – Rules, add Rule 31.23.4 as follows:

Within the Ravenswood Town Centre Business 1 Zone land, new buildings are a discretionary activity (restricted).

In considering an application for resource consent under Rule 31.23.4, the Council shall, in deciding whether to grant or refuse consent, and in deciding whether to impose conditions, exercise its discretion over the following matters:

- a) the design and appearance of buildings including contribution to architectural quality and amenity values of streets or public spaces. In particular as to:
 - i. the contribution that buildings make to the attractiveness pleasantness and enclosure of streets or public spaces;
 - ii. the maintenance of consistent building lines and legibility of entrances by minimising building setbacks from public spaces;
 - iii. the design of buildings in architectural details and quality of cladding materials;
 - iv. the minimisation of blank walls with modulation, articulation, and fenestration;
 - v. the desirability of activation and engagement with streets and open spaces;
- b) the location of vehicular parking and loading to the side or rear of the primary building façade, and the screening of these from view of public spaces;
- c) the provision of verandahs to provide weather protection in areas used, or likely to be used, by pedestrians;
- d) the application of the following Crime Prevention Through Environmental Design (CPTED) principles to the design and layout of buildings and public spaces:
 - i. passive surveillance of public areas through glazing of building faces, particularly for hospitality and retail activities;
 - ii. safe and legible pedestrian routes designed to an appropriate dimension, with good visibility and appropriate lighting;
 - iii. avoid fencing in favour of visually permeable soft delineation features;
- e) the extent to which the proposal demonstrates that buildings can be integrated with future development of vacant Business 1 Zone land, including provision for at least 5984m² of prominent open space(s) consistent with the objective of enabling a modern town centre, either as part of the proposal or by ensuring that sufficient balance land remains available to enable provision of this;
- f) the effects of creating new roads, service lanes, and public spaces on the matters above;
- g) the effects that landscaping on sites adjoining public spaces is able to contribute to the amenity values of the people using or passing through the public space;
- h) all the above matters will be assessed having regard to the outcomes set out in Policy 16.1.1.3, and the extent to which practical design considerations apply.

An application for a resource consent under Rule 31.23.4 shall be considered without the need to obtain the written approval of affected persons in accordance with

Section 95 of the Resource Management Act 1991 and shall be processed without notification.

Reason for change: Adds rules for new buildings in the Ravenswood Business 1 Zone with matters of discretion and assessment criteria pertaining to design of buildings and layout of sites and ensures new buildings in the Ravenswood business areas will be processed without notification meeting the discretionary (restricted) criteria

27. Under Chapter 31 Health, Safety and Wellbeing – Rules, amend Rule 31.24.2 as follows:

Any building in the Key Activity Centre Areas (except Ravenswood) and the Oxford Business 1 Zone that:

- a) has a net floor area of 450m² or greater; or
 - b) is located on a site with a road frontage, or public open space frontage, of 20m or greater in length
- is a discretionary activity.

In considering any resource consent application under Rule 31.24.1 or Rule 31.24.2, the Council shall, in deciding whether to grant consent, and in deciding whether to impose conditions, have regard to (but not be limited by) the following matters:

- a) the extent to which the proposed retail activity is complementary to retail activities in the Business 1 Zones, or Key Activity Centres of Rangiora and Kaiapoi;
- b) the extent to which the proposed retail activities have physical characteristics and effects, or adverse amenity effects, unsuited to a Business 1 location, or Key Activity Centres;
- c) the extent to which the proposed retail activity would reinforce the District's Key Activity Centres by locating in a Business 2 Zone which immediately adjoins a Business 1 Zone;
- d) any cumulative effects of the proposed activity;
- e) the extent to which the proposal is pedestrian-oriented or creates significant pedestrian movements beyond the site, and the effects that that may have on the surrounding environment;
- f) the potential indirect effects of reduced options for use of heritage buildings in the Business 1 Zone with the redirection of retail development away from the town centre;
- g) the effect on the overall availability of commercial and community services and facilities, and the effects on the community's access to such facilities within a concentrated area (eg a potential reduction in convenience with the need for multiple trips);
- h) the effects on the continued efficient utilisation of existing infrastructure supplying and servicing the town centres (car parking areas, street and landscaping improvements, sewerage, water etc);
- i) the effects on private and public transport patterns, in particular, the extent to which the proposal results in the reduction (or increase) in the use of fossil fuels by decreasing (or increasing) travel distances; and/or encourages the use or maintains the integrity of the public transportation network;
- j) the effects of the proposal on the characteristics of the zone as set out in:
 - i. Objective 14.1.1 for the Rural Zone,
 - ii. Policies 16.1.1.1, 16.1.1.3, 16.1.1.4, 16.1.1.6 and 16.1.1.8 for Business Zones, or

- iii. Policies 17.1.1.2 and 17.1.1.3 for Residential Zones;
- k) effects on the form and function of the Urban Environment as set out in Policy 15.1.1.1;
- l) the role and function of Key Activity Centre areas as set out in Objective 15.1.2 and Policy 15.1.2.1;
- m) proposals to avoid, remedy or mitigate any significant adverse effects identified by the assessment of i to xi above and in relation to Policy 15.1.1.2;
- n) financial contributions as set out in Chapter 20: Financial Contributions and Chapter 34: Financial Contributions – Rules; and
- o) in addition to the matters listed above, and in respect of retail activities located within the Residential 6 Zone outside the “Town Centre”:
 - i. the visual appearance of the development, including building design, setback from streets, detailing, colours and materials, and the provision of an integrated design theme throughout the development,
 - ii. the provisions of any landscape plan devised for all or part of that zone,
 - iii. the avoidance of parking allotments between the street and the buildings,
 - iv. the design and location of buildings so that they face public spaces such as streets and parks,
 - v. the location and design of vehicle access, parking and manoeuvring areas and the effects of vehicle and pedestrian movements on traffic safety and efficiency and on levels of noise, glare and general disturbance for neighbouring sites,
 - vi. the avoidance of dominance of outlook from neighbouring sites by bulky buildings,
 - vii. the avoidance of overshadowing of neighbouring sites and the street,
 - viii. the avoidance of loss of privacy for neighbouring sites and the street,
 - ix. the avoidance of traffic and parking congestion on adjoining streets, and
 - x. the size, scale and nature of the development and its compatibility with the size, scale and nature of activities in the surrounding locality.
- p) in addition to matters i to xiv listed above, and in respect to the Key Activity Centres of Rangiora and Kaiapoi and the Oxford Business 1 Zone:
 - i. the extent to which the proposal addresses the road frontage, public open space and provides for pedestrian and vehicular connectivity within a site, between sites, roads and public open spaces and considers the relationship of buildings with sunlight and daylight to the street;
 - ii. the extent to which the proposal contributes to the built character of the town centre, taking into account height, location of doors for primary pedestrian access and glazing provision;
 - iii. the provision of façade modulation and articulation, and the avoidance of blank walls;
 - iv. the extent to which the proposal complements heritage buildings or the setting of heritage buildings;
 - v. the extent to which the proposal provides pedestrian verandahs along road frontages, taking into account weather protection for pedestrians;
 - vi. the design, including plantings, hard paving, and fences and intended use of land adjacent to the road frontage;
 - vii. the location and design of vehicle access, maneuvering areas and any effects on adjoining activities, sites and the transport network;
 - viii. the avoidance of car parking between the building and any road;
 - ix. safety and security as it applies to public open spaces, roads and footpaths;
 - x. the extent to which building materials and colour appropriately relate to existing buildings and town centre character;

- xi. the effects of shading by buildings on roads and public open space; and
- xii. the design guidelines for the Business 1 Zones of Rangiora and Kaiapoi.

Reason for change: Removes Ravenswood from design rules in other KACs that make larger buildings a discretionary activity to reinforce the design rules for Ravenswood proposed in this PCR.

28. Under Chapter 32 Subdivision – Rules, amend Rule 32.1.1.28 as follows:

Subdivision within the following areas shall generally comply with the Outline Development Plan for that area.

- a) The Residential 4B Zone of Mandeville identified on District Plan Maps 91 to 93 and the Mandeville Outline Development Plan on District Plan Map 141.
- b) The Residential 2 and Residential 4B Zones of North Rangiora on District Plan Maps 110 and 111 and the North Rangiora Outline Development Plan on District Plan Map 146.
- c) Southbrook Business 2 Zone identified on District Plan Maps 118 and 119.
- d) East Rangiora identified on District Plan Maps 113, 114 and 117.
- e) West Rangiora (North of Oxford Rangiora Road) identified on District Plan Maps 110 and 112.
- f) West Rangiora (South of Oxford Rangiora Road) identified on District Plan Maps 112 and 116.
- g) East Woodend identified on District Plan Maps 128 and 131 and the East Woodend Outline Development Plan on District Plan Map 153.
- h) Residential 5 Lees Road identified on District Plan Map 140.
- i) Pegasus identified on District Plan Map 142.
- j) Mapleham Rural 4B Zone identified on District Plan Map 147.
- k) North Kaiapoi identified on District Plan Map 156.
- l) The Residential 2 and 4A Zones of North West Rangiora identified on District Plan Map 155.
- m) The Residential 2 Zone Ashley Street – Enverton Drive, North Rangiora identified on District Plan Map 165.
- n) The Residential 2 Zone Northbrook Road Rangiora identified on District Plan Map 157.
- o) The Residential 4A Zone North Eyre Road, Mandeville North on District Plan Map 159.
- p) The Residential 4A Zone Waikuku Beach identified on District Plan Map 161.
- q) The Residential 4A Zone Wards Road, Mandeville North identified on District Plan Map 162.
- r) The Residential 2 Zone Enverton Drive - Ballarat Road North Rangiora identified on District Plan Map 166.
- s) The Residential 7 Zone West Kaiapoi, identified on District Plan Map 164.
- t) ~~North Woodend Ravenswood~~ identified on District Plan Map 158.
- u) The Residential 2 Zone East Kaiapoi identified on District Plan Map 163
- v) The Residential 2 Zone Oxford Road West Rangiora identified on District Plan Map 168.
- w) The Residential 4A Zone, Bradleys Road, Ohoka, identified on District Plan Map 169 and more particularly described in Appendix 32.2.
- x) The Kaiapoi Business 5 Zone identified on District Plan Map 170.
- y) The Residential 4A Zone, Woodend Beach Road, Woodend, as identified on District Plan Map 171.
- z) The Residential 2 Zone North East Woodend identified on District Plan Map 172.

- aa) South West Rangiora identified on District Plan Map 173.
- ab) The Residential 4A Zone Mill Road Ohoka identified on District Plan Map 160.
- ac) The Residential 4A Zone McHughs Road, Mandeville North identified on District Plan Map 174.
- ad) The Todds Road Business 2 Zone identified on District Plan Map 175.
- ae) The Business 6 Zone identified on District Plan Map 180.
- af) Central Rangiora, identified on District Plan Map 178.
- ag) Maori Reserve 873 identified on District Plan Map 176B.
- ah) The Mandeville Road – Tram Road, Mandeville North Residential 4A Zone identified on District Plan Map 182.
- ai) The Residential 2 Zone Lehmans Road, West Rangiora identified on District Plan Map 183.
- aj) The Residential 4A Zone (Mandeville Road/McHughs Road, Mandeville North) identified on District Plan Map 179.”

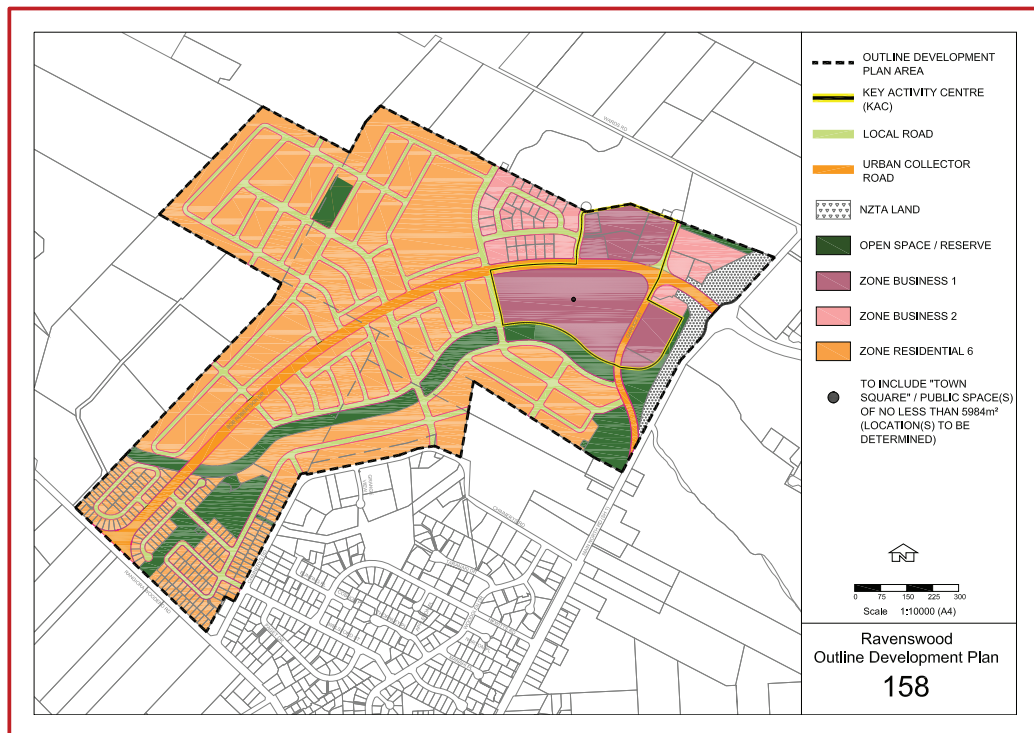
Reason for change: Replaces North Woodend with Ravenswood as area covered by ODP158.

29. Under Chapter 32 Subdivision – Rules, amend Rule 32.1.1.72 as follows:

Staged Development – ~~North Woodend~~ Ravenswood Outline Development Plan Area:

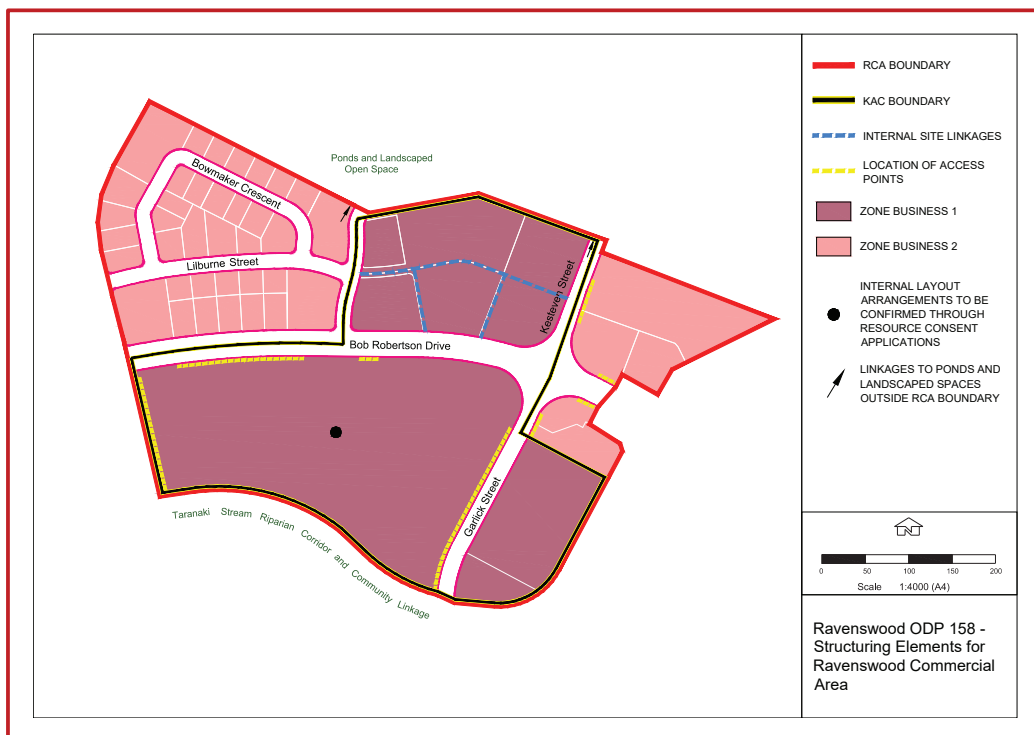
A condition shall be imposed on the subdivision creating the 301st allotment within the Residential 6 or 6A Zones within the ~~North Woodend~~ Ravenswood Outline Development Plan Area shown on District Plan Map 158 requiring the Urban Collector Road identified on the Outline Development Plan to be constructed and made operational.

30. Amend Outline Development Plan 158 to show updated cadastral base and roading pattern, together with amended zoning pattern within Ravenswood Outline Development Plan area.



Reason for change: Updates cadastral base to account for new subdivisions and roading layout, alters zoning pattern to that sought by this Request.

31. Include a "Structuring Elements" plan (being part of the Outline Development Plan) for the Ravenswood Commercial area as follows:



Reason for change: Adds the known structuring elements, and general location of access points to facilitate a future street pattern and proposed pedestrian linkages within the Ravenswood Commercial Area.

32. Amend [Planning Maps 125, 125A, 128, and 128A](#) to show updated cadastral base and roading pattern, together with amended zoning pattern within Ravenswood Outline Development Plan area:

Reason for change: Updates cadastral base to account for new subdivisions and roading layout, alters zoning pattern to that sought by this Request.



WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** CON202030-02 / 200917123478**REPORT TO:** Council**DATE OF MEETING:** Tuesday, 6 October 2020**FROM:** Shaun Fauth, Project Engineer
Simon Hart, Business & Centres Manager**SUBJECT:** Bring budget from 2021/22 to 2020/21 for Kaiapoi Town Centre Car Park**SIGNED BY:**
(for Reports to Council,
Committees or Boards)
Department Manager
Chief Executive**1. SUMMARY**

- 1.1 This report is to formalise bringing budget forward from 2021/22 to 2020/21 in order to fund the construction of the Kaiapoi Town Centre component of the new carpark next to New World at Sewell Street, Kaiapoi.
- 1.2 The carpark is to be shared use between Park and Ride users and Kaiapoi Town Centre P120 and business leased parking.
- 1.3 The construction contract has been awarded to Texco Excavating Ltd for a sum of \$426,735.65. Of this, \$260,201.95 will be funded by the Kaiapoi Park & Ride budget (101280.000.5135) and sufficient construction budget is available. The remaining \$166,533.70 is to be funded by the Kaiapoi Town Centre budget (100243.000.5014).
- 1.4 The Kaiapoi Town Centre budget (100243.000.5014), has a total budget of \$1,413,000, split into \$100,000 in 2020/21 and \$1,313,000 in 2021/22. A maximum of \$200,000 from the total budget has been allocated to the carpark. Therefore the construction cost is within this allowable budget, however needs to be paid within this financial year.
- 1.5 It is requested that \$95,000 be bought forward in order to cover the construction costs, variations, PDU fees and other overheads.

2. RECOMMENDATION**THAT** the Council:

- (a) **Receives** report No. 200917123478
- (b) **Approves** \$95,000 of the Kaiapoi Town Centre budget (100243.000.5014) to be brought from 2021/22 to 2020/21 to cover construction costs for the Kaiapoi Town Centre portion of the car park adjacent to New World in Kaiapoi
- (c) **Notes** that the construction contract has been awarded to Texco Excavating, for a sum of \$426,735.65, of which \$166,533.70 will be funded by the Kaiapoi Town Centre budget (100243.000.5014).

- (d) **Notes** that the contract award was approved by Management Team at their meeting on 7 September, 2020. Refer TRIM 200902115636.
- (e) **Notes** that the total Kaiapoi Town Centre budget is \$1,413,000, split across two years, and that a maximum of \$200,000 has been allocated to the carpark project. Therefore the expected total costs are within this available budget, and no other Kaiapoi Town Centre projects will be affected.
- (f) **Notes** that the Kaiapoi Town Centre budget currently has \$100,000 allocated for 20/21, and that a total of \$195,000 is needed to cover expenditure to date, construction costs, contingency and PDU fees.

3. **BACKGROUND**

- 3.1 The car park is one of a number of projects planned for Kaiapoi Town Centre to be funded from this budget. A maximum of \$200,000 has been allowed for the carpark construction, however it was unclear when the budget was set, what the timing of the works would be. Therefore only \$100,000 was allocated for 2020/21 with the remainder allocated for 2021/22.
- 3.2 Background on the car parking assessment work leading to the adoption of this site for town centre parking is in the report to Council from their 4 February 2020 meeting at TRIM 200122007794.
- 3.3 The car park design has been developed since the budget was set. As the site is shared with Park and Ride, the construction has been programmed to occur in late 2020 in order to meet the required time frame to have the Park and Ride facility up and running.

4. **ISSUES AND OPTIONS**

- 4.1. The Management Team have reviewed this report and support the recommendations.

5. **COMMUNITY VIEWS**

5.1. **Groups and Organisations**

- 5.1.1. The decision to adopt the New World site for the town centre parking was made following consultation with the Kaiapoi – Tuahiwi community board at their February 2020 meeting.

5.2. **Wider Community**

- 5.2.1. A number of businesses, developers and members of the public have expressed concern at the increased pressure placed on car parks in close proximity to the new developments surrounding the Williams Street, Charles Street intersections.

6. **IMPLICATIONS AND RISKS**

6.1. **Financial Implications**

- 6.1.1. The Engineer's Estimate for the Kaiapoi Town Centre component of the physical works contract was \$193,000.
- 6.1.2. The Kaiapoi Town Centre component of the tendered price is \$166,533.70, which is within this estimate.

6.1.3. It is considered that the funding should allow for an additional \$20,000 to cover a 10% construction contingency and PDU and external fees.

6.1.4. The overall costs for the car park are summarised below:

Table 1 – Car park overall costs and budget

Funding Source	Total Budget 20/21	Spent to date / Commitments	Tendered Price	Other costs (allowance for variations, external costs, PDU Fees)	Total Projected Cost
Kaiapoi Town Centre (100243.000.50 14)	\$100,000	\$7,865	\$166,533.70	\$20,000	\$194,398.70

6.1.5. The allocation for the car park and other town centre projects are summarised below:

Table 2 – Kaiapoi Town Centre budget project allocation

Total Budget 20/21 & 21/22	\$1,413,000
Spent to date / Commitments	\$260,000
Car Park	\$200,000
Bridge Painting	\$50,000
Stage Two Feature Lighting	\$125,000
North Williams Street Lighting	\$500,000
KTC Plan Development (1/3rd allocation)	\$100,000
KTC Linkages with South Mixed Use Business Area	\$178,000
Total Projected Cost	\$1,413,000

6.1.6. The Kaiapoi Tuahiwi Community Board were consulted on a construction estimate of \$142,000 for the Kaiapoi Town Centre component of the car park works. The same report highlighted that an additional \$300,000 was left in the budget in total to cover additional costs as needed, therefore this is sufficient to cover the additional now realised for the carpark from the tender process.

6.2. Community Implication

6.2.1. The completion of this work will provide improved parking options for visitors to the town centre as well as parking for employees at local businesses. It is expected to aid further growth and activity within Kaiapoi.

6.3. Risk Management

6.3.1. There is a risk of construction costs being greater than planned in which case further budget would need to be pulled forward and this would be taken from funding allocated to other projects within the Kaiapoi Town Centre budget. This is partially mitigated through the allowance of a construction contingency although it is acknowledged that a risk still exists.

6.4. Health and Safety

6.4.1. Health and Safety has been considered in consultation with affected parties and in the Safety in Design process which has been conducted for this site.

7. **CONTEXT**

7.1. **Policy**

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

7.2. **Legislation**

The Local Government Act is relevant in this matter.

7.3. **Community Outcomes**

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.
- Crime, injury and harm from road crashes, gambling, and alcohol abuse are minimised.

Transport is accessible, convenient, reliable and sustainable

- The standard of our District's roads is keeping pace with increasing traffic numbers.
- Communities in our District are well linked with each other and Christchurch is readily accessible by a range of transport modes.

7.4. **Delegations**

The Council has authority to receive this report and make a decision on this matter.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** POL-08-70 / 200915121942**REPORT TO:** Council**DATE OF MEETING:** 6 October 2020**FROM:** Lynley Beckingsale, Policy Analyst
Maree Harris, Manager Customer Services
Grant MacLeod, Manager Greenspace**SUBJECT:** Cemetery Strategy**SIGNED BY:**
(for Reports to Council,
Committees or Boards)_____
Department Manager

Chief Executive**1. SUMMARY**

- 1.1 This report presents the Cemetery Strategy 2020-2039 and Action Plan to Council for adoption.
- 1.2 The development of the strategy began in March 2020. There was a slight delay in the project due to COVID-19 Level 4 lockdown. The direction of the draft document was confirmed in June.
- 1.3 Contact was made with Funeral Directors, Monumental Masons, Council contractors and representatives for the Services Cemeteries at the early stage of drafting the document.
- 1.4 The Community Boards were all briefed on the project and invited to contribute to the consultation at their discretion. Similarly, members of the Mahi Tahi Committee were advised of the development of the strategy, at the same time acknowledging that urupa are not under Council control or management.
- 1.5 Public consultation was undertaken between 7 and 31 August. This was not a statutory consultation. The community did show some interest with 63 people viewing the Let's Talk page and eight going on to contribute their views.
- 1.6 It is acknowledged that the Burial and Cremation Act 1964 is currently under review by the Ministry of Health. The consultation document has been available for comment for some months, the closing date is now 31 October 2020. There will be further opportunity for input once the legislative amendments are read the first time and the bill is referred to select committee. The strategy will not need adjustment until the amended legislation reaches royal assent.
- 1.7 The Cemetery Strategy provides the direction for managing and developing cemeteries in the Waimakariri District with the Cemetery Action Plan providing the vehicle for implementation. The Action Plan identifies the tasks required to meet the objectives of the strategy and will be updated on an ongoing basis with an annual review to monitor progress.

Attachments:

- i. Draft Cemetery Strategy (TRIM: 200702081921)
- ii. Draft Cemetery Action Plan (TRIM: 200708084305)

2. **RECOMMENDATION**

THAT the Council:

- (a) **Receives** report No. 200915121942.
- (b) **Adopts** the Cemetery Strategy 2020-2039 and Action Plan.
- (c) **Notes** the Cemetery Action Plan will be reviewed on an annual basis to monitor progress towards strategy objectives.
- (d) **Notes** a further report will be developed including more detailed analysis of cemetery land requirements in the next ten years. This will take into account future population growth, land development, availability and capacity of current cemeteries to enable consideration of future requirements.
- (e) **Notes** the development of the Cemetery Policy is underway and a Council briefing will be undertaken on 8 December to discuss the elements of the policy.

3. **BACKGROUND**

- 3.1 Council has a statutory role in providing cemeteries via the *Burial and Cremation Act 1964*. Cemeteries play an important role in our society supporting our sense of community and reflecting not only the history of local people and cultures that founded and influenced our District but also the different cultures of today's residents.
- 3.2 The Council manages six cemeteries, five of which are in active use. Two cemeteries include Service Cemeteries. Additionally, the Sefton Cemetery Reserve is set aside for future use.
- 3.3 There are also three urupa (managed by Te Ngai Tuahuriri Runanga) and 16 privately owned cemeteries (Church and/or trustee) in the District.
- 3.4 In November 2019 the Government, via the Ministry of Health presented a second consultation document to facilitate the review of the *Burial and Cremation Act 1964*. Elements of this document represent significant changes for local authorities potentially imposing more cost onto ratepayers. Consultation closes on 31 October 2020.

4. **ISSUES AND OPTIONS**

- 4.1. The Cemetery Strategy provides for the management of cemeteries for the next 20 years. As part of the strategy implementation the associated action plan will monitor the supply of cemetery land and demand for burial plots both coffin burial and ashes interments. Where the plan identifies the requirement for additional land, this will be managed through an Annual Plan or Long Term Plan processes. The action plan will also monitor any change in community expectations and demographics.
- 4.2. Feedback from the community included the following:

Submitter Comment	Objective
<p>Removal of trees from eastern border of Kaiapoi Cemetery.</p> <p>Requests trees to be replaced with larger specimen where possible.</p>	<p>2. Cemeteries are designed effectively, are safe and comply with the requirements of relevant legislation.</p> <p>Maintain cemeteries to the Council service levels expected by the community.</p>
<p>Assist with plantings at the Rangiora cemetery. Supports the Council's work to provide a natural environment. Suggests more community involvement in preserving these areas.</p>	<p>2. Maintain cemeteries to the Council service levels expected by the Community.</p> <p>Create reflective cemetery environments when developing new areas for burial.</p>
<p>Open environments to ensure visitor safety.</p>	<p>2. Ensure all proposed facilities meet best practice accessible and safe design standards.</p>
<p>Better signage to ensure dogs are not walked in the cemeteries.</p>	<p>2. Undertake ongoing improvements to cemetery facilities such as signs, seats and fences.</p>
<p>Trees planted in front of plots hinder access for diggers.</p>	<p>1. Review with incumbent contractor any issues or concerns regarding interments and/or maintenance.</p>
<p>Concrete berms at Rangiora Cemetery cracking.</p>	<p>As above.</p>
<p>Additional cemetery land required.</p>	<p>1. Council cemeteries meet growth demands and community expectations.</p>
<p>Availability of records via Genealogy Group.</p>	<p>3. Up-to-date (record) information regarding Council managed cemeteries is readily available in a range of sources and formats.</p>
<p>How does the Council plan to maintain the heritage fabric of its cemeteries?</p>	<p>1. Prepare for potential ceding of cemeteries to Council care, considering management requirements and costs.</p> <p>Ensure the Cemetery Policy includes provision for assessing any proposal to surrender a cemetery to Council for ongoing management.</p>
<p>Celebrating and acknowledging heritage elements, could be met with interpretation panels/signs where relevant.</p>	<p>3. Ensure local residents and visitors are able to find information about burials in the Council managed cemeteries and where possible any historical or retired cemeteries in the District.</p>

Submitter Comment	Objective
Configuration of Services areas in Rangiora Cemetery for the future.	2. Develop a sustainable work programme to address community expectations.
Consider putting procedures in place so families can complete the grave filling themselves.	1. Provide a range of interment and memorialisation options. Review requests and annually check changing trends in community needs and determine whether changes are required to existing management of cemeteries.

4.1. Associated with the Cemetery Strategy will be a Cemetery Policy outlining the operational procedures for day-to-day cemetery management. This is currently being developed.

4.2. The Management Team have reviewed this report and support the recommendations.

5. **COMMUNITY VIEWS**

5.1. **Groups and Organisations**

5.1.1. The development of this strategy has been discussed with the funeral industry in the District, Veteran's Affairs, and RSA representatives as well as the current contractors working in Council managed cemeteries. Additionally, discussion has been held with the Mahi Tahi Committee at their September meeting.

5.2. **Wider Community**

5.2.1. The wider community had the opportunity to comment on the Cemetery Strategy through public consultation from 7 to 31 August 2020. Each of the Community Boards have been alerted to the development of the strategy in July and reminded of their opportunity to represent their communities views at the time of formal consultation should they wish.

6. **IMPLICATIONS AND RISKS**

6.1. **Financial Implications**

6.1.1. The development of the Cemetery Strategy has been covered by current budgets. Any future investment will be managed through Annual and Long Term Planning processes.

6.2. **Community Implication**

6.2.1. The adoption of the Cemetery Strategy will ensure cemeteries meet growth demands and community expectations.

6.3. **Risk Management**

6.3.1. Review of the *Burial and Cremation Act 1964* introduces legislative change with increased obligations on Council. Council has submitted to the Ministry of Health consultation document and progress through parliament will be monitored.

6.3.2. Community concern regarding any changes to cemetery management in the District is managed by sound communications via multiple mediums and channels.

6.4. **Health and Safety**

- 6.4.1. The development of a Cemetery Strategy does not have any health and safety implications. The strategic development and management of cemeteries contributes to the health and safety of both Council staff and the community by providing well designed and managed cemeteries in this District.

7. **CONTEXT**

7.1. **Policy**

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

7.2. **Legislation**

- 7.2.1. *Burial and Cremations Act 1964 (Part 1, Establishment, maintenance, and regulation of cemeteries)*
- 7.2.2. *Reserves Act 1977(S23)*
- 7.2.3. *Health Act 1956 (S25)*
- 7.2.4. *Local Government Act 2002 (S125)*
- 7.2.5. *Resource Management Act 1991(S31)*

7.3. **Community Outcomes**

Governance

- a. Effect is given to the principles of the Treaty of Waitangi
- b. There are wide ranging opportunities for people to contribute to the decision making that effects our District

Environment

- c. There is a safe environment for all
- d. There is a healthy and sustainable environment for all

Places and spaces

- f. The community's cultures, art and heritage are conserved and celebrated
- g. Public spaces and facilities are plentiful, accessible and high quality
- i. People are friendly and caring, creating a strong sense of community in our District

7.4. **Delegations**

- 7.4.1. Not applicable.



Cemetery Strategy **2020 – 2039**



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1. Introduction

Cemeteries play an important role in our society. They support our sense of community and reflect the history of local people and cultures that founded and influenced our District.

Cemeteries provide a place where family and friends can mourn the loss of loved ones consistent with their culture and beliefs.

The Waimakariri District Council manages seven cemeteries. The cemeteries are well maintained so they are peaceful places for family and friends and are open to visitors 365 days a year during daylight hours. The Council cemeteries are available to all persons, not just residents of the District. The Kaiapoi Public Cemetery and Rangiora Lawn Cemetery include Services Cemeteries providing for service personnel. New Zealand has specifically designated areas within public cemeteries, and stand-alone individual cemeteries, for the interment of veterans, irrespective of whether death was due to service or natural causes. These are called Services Cemeteries.

In the Waimakariri District there are three urupa and 15 privately owned (Church) cemeteries. Urupa reservations have special status in legal terms as well as having family, spiritual, cultural and historical importance. The Burial and Cremation Act 1964 does not apply to urupa, s338 of Te Ture Whenua Māori Act 1993 continues as the legislative control.

At the time of writing there are three funeral homes in the District and one privately owned crematorium.



Kaiapoi Public Cemetery

1.1 Strategy objectives

The objectives of this Cemetery Strategy are to:

- Provide Council cemeteries that meet growth demands and community expectations;
- Ensure cemeteries are designed effectively, are safe and comply with the requirements of relevant legislation;
- Ensure up-to-date information regarding Council managed cemeteries is readily available in a range of sources and formats;
- Provide clear direction for Council staff and the community regarding the use and management of cemeteries.

1.2 Regulatory framework

There are a number of Acts and regulations providing the legal framework for the provision, use and management of cemeteries.

A list of the key Acts and regulations are outlined below, see Appendix 3 for a summary of how each Act applies to Local Government.

Burial and Cremation Act 1964

Reserves Act 1977

Health Act 1956

Local Government Act 2002

Resource Management Act 1991

There are also three regulations that cover cremations and burials:

Burial and Cremation (Removal of Monuments and Tablets) Regulations 1967

Cremation Regulations 1973

Health (Burial) Regulations 1946

1.3 Community outcomes

The Waimakariri District Council's vision is: 'to make Waimakariri a great place to be, in partnership with our Communities guided by our outcomes, through the following roles:

As a service provider;

As a funder of activities by others;

As an advocate on behalf of our community;

As a regulator under legislation.

The community outcomes directly and indirectly relevant to the management of cemeteries are as follows:

Governance

- a. Effect is given to the principles of the Treaty of Waitangi
- b. There are wide ranging opportunities for people to contribute to the decision making that effects our District

Environment

- c. There is a safe environment for all
- d. There is a healthy and sustainable environment for all

Places and spaces

- f. The community's cultures, art and heritage are conserved and celebrated
- g. Public spaces and facilities are plentiful, accessible and high quality
- i. People are friendly and caring, creating a strong sense of community in our District

1.4 Waimakariri District Council bylaws and policies

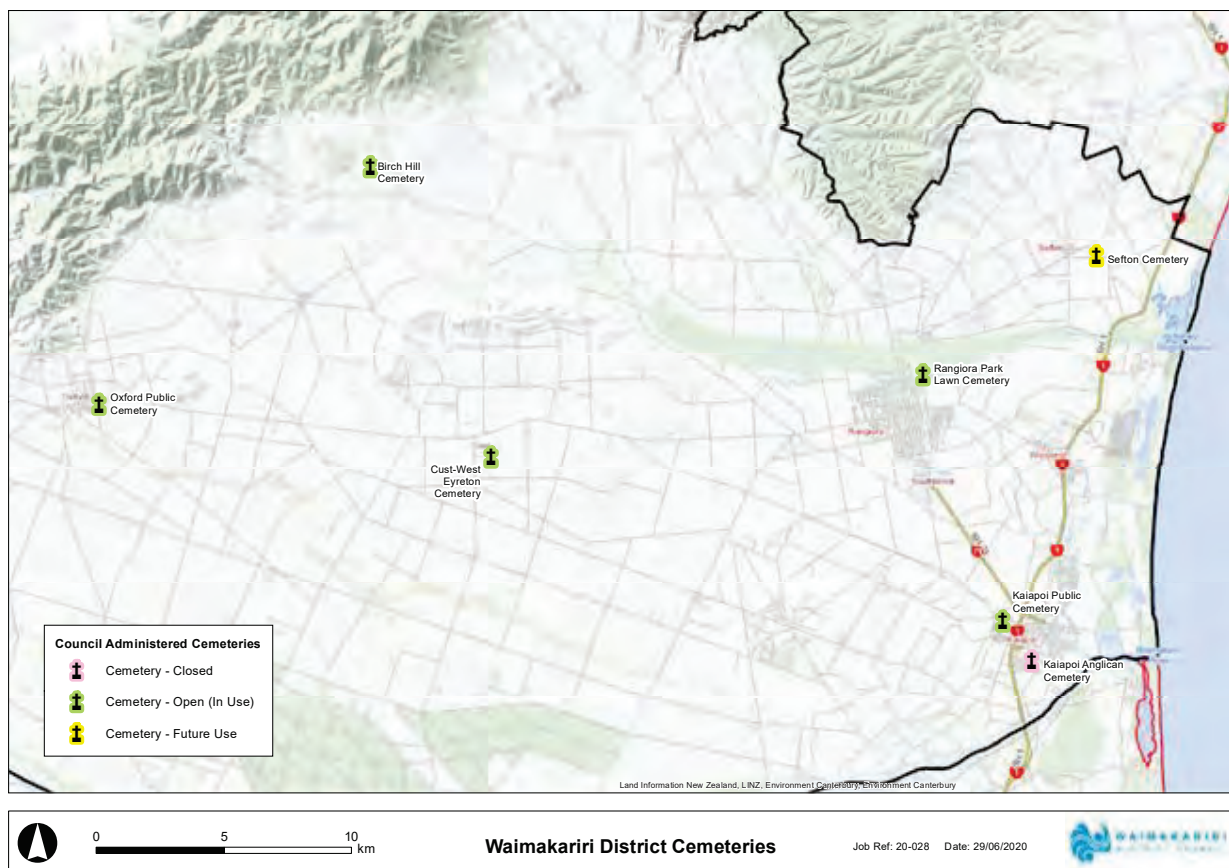
Dog Control Bylaw 2019, Section 15, First Schedule, Cemeteries - Prohibited Areas

Waimakariri District Council, Cemetery Policy (to be developed).

2. Cemeteries in the Waimakariri District

The Waimakariri District Council is responsible for seven cemeteries in the District.

The location of the cemeteries is illustrated on the map below. Detail about each of these cemeteries can be found in Appendix 1.



There are two types of cemeteries in the District:

Most cemeteries provide for burials and interment of ashes. Two cemeteries set aside an area specifically for burial of veterans with qualifying service.

A number of urupa and privately (Church/trust) managed cemeteries also exist in the Waimakariri District. The Council is not involved in the function of these and they are not covered by this Strategy.



Rangiora Lawn Cemetery

Lawn cemeteries – this style involves a concrete strip with plaques affixed horizontally onto the concrete strip. The area between strips is grass.



Oxford Public Cemetery

Monumental cemeteries – these are older style containing a concrete surround and cover on the grave site. The headstones vary in size, form and style.

3. Cemetery Management in the Waimakariri District

The Waimakariri District is growing and changing with increasing ethnic and religious diversity. It is important the provision and management of cemeteries in the District meets the demands and needs of the community into the future.



3.1 Meeting burial demands

The Waimakariri District has an aging population but this does not necessarily mean an increase in demand for cemetery space within the District. Over the last five years an average of 65% of deaths per annum in the District were not interred in Council managed cemeteries. Over the same period an average of 23% of interments in Council managed cemeteries were of people who had died outside of the District.

Over the last five years the ratio of burial to ashes interment has been consistent with an average of 58% of interments being ashes and 42% coffin burials.

The population of Waimakariri District is estimated to have increased by 6,400 people

between 2015 and 2019 (Stats NZ population estimates as at 30 June each year). The proportion of deaths to population in the District is consistently 0.7% annually (excluding 2017 at 0.6%). The population of the District is aging resulting in a modest increase in deaths over the last five years. This trend is likely to continue with 20% of the population currently aged over 65 years and this age group estimated to be 30% of the District population by the year 2038.

There are currently 384 burial plots and 366 ashes plots available, and for approximately another 774 burial plots and 5,698 ashes plots on 'additional' land identified for cemetery use. Some existing cemeteries have limited capacity, while others have plenty of space available.

Cemetery	Available plots	Reserved plots	Estimated additional development land
Birch Hill Cemetery 130 Garry River Road, Glentui	No ashes option 33 burial	75 burial	Nil
Cust-West Eyreton Cemetery 398 Earlys Road, Cust	13 ashes 26 burial	6 ashes 53 burial	31,800 m2
Oxford Public Cemetery Oxford Road, Oxford	147 ashes 125 burial	26 ashes 124 burial	18,000 m2
Kaiapoi Anglican Cemetery Parnham Lane, Vickery Street and Isaac Wilson Road, Kaiapoi	Closed, no plots available	Nil	Nil
Kaiapoi Public Cemetery Cnr Adderley Terrace and Island Road, Kaiapoi	116 ashes 177 burial	153 ashes 309 burial 5 RSA ashes 3 RSA graves	3,743 m2 Subject to flooding and high water table.
Rangiora Park Lawn Cemetery Cnr of East Belt and Coldstream Road, Rangiora	40 ashes 23 burial	253 ashes 520 burial	11,000 m2
Sefton Cemetery Reserve 198 Factory Road, Sefton			40,703 m2

The following diagram shows the methodology employed to calculate the projected need for burial land in the Waimakariri District. Statistics New Zealand provides projected death numbers in five year increments (2018 through to 2038).

The number of interments in Council managed cemeteries is calculated using an average of the five years 2015-2019. Similarly the interments for 'out of District' deaths is calculated using the average in the same period. This gives a total of the projected interments in Council managed cemeteries in five year increments (2018, 2023, 2028, 2033 and 2038).

For the five years 2018-2023

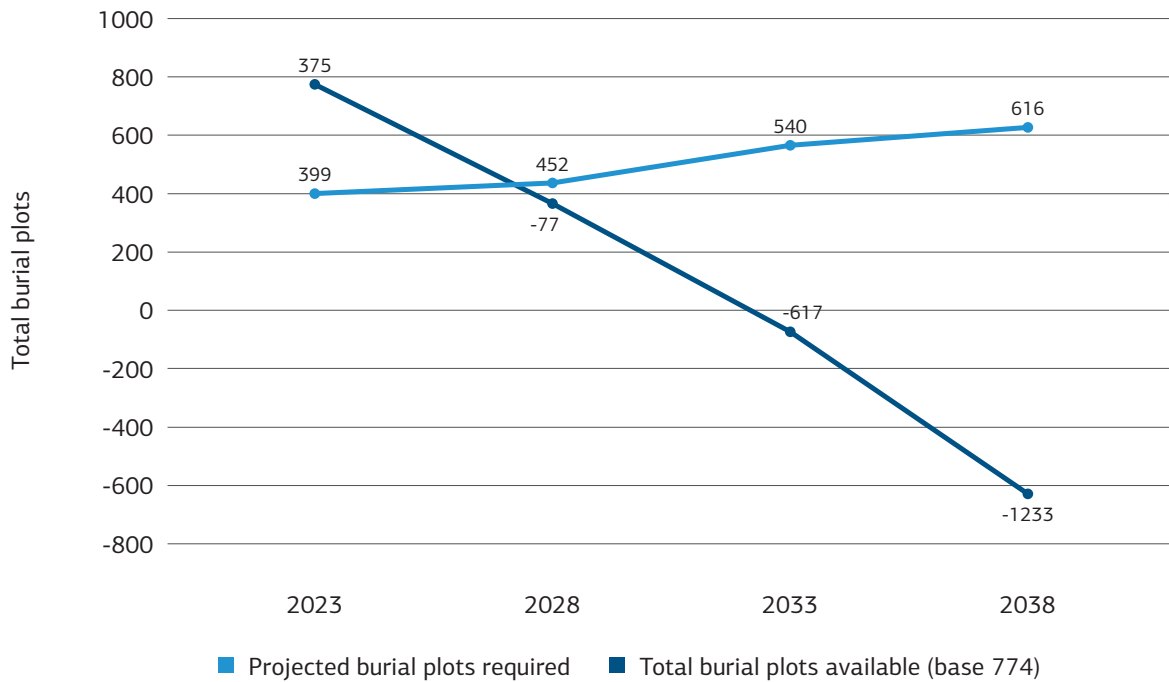
Total deaths projected (Stats NZ) – (Death in District interments + Death out of District interments (Council records)) = Total projected interments for the five years to 2023

2,200 – (770 + 177) = 947

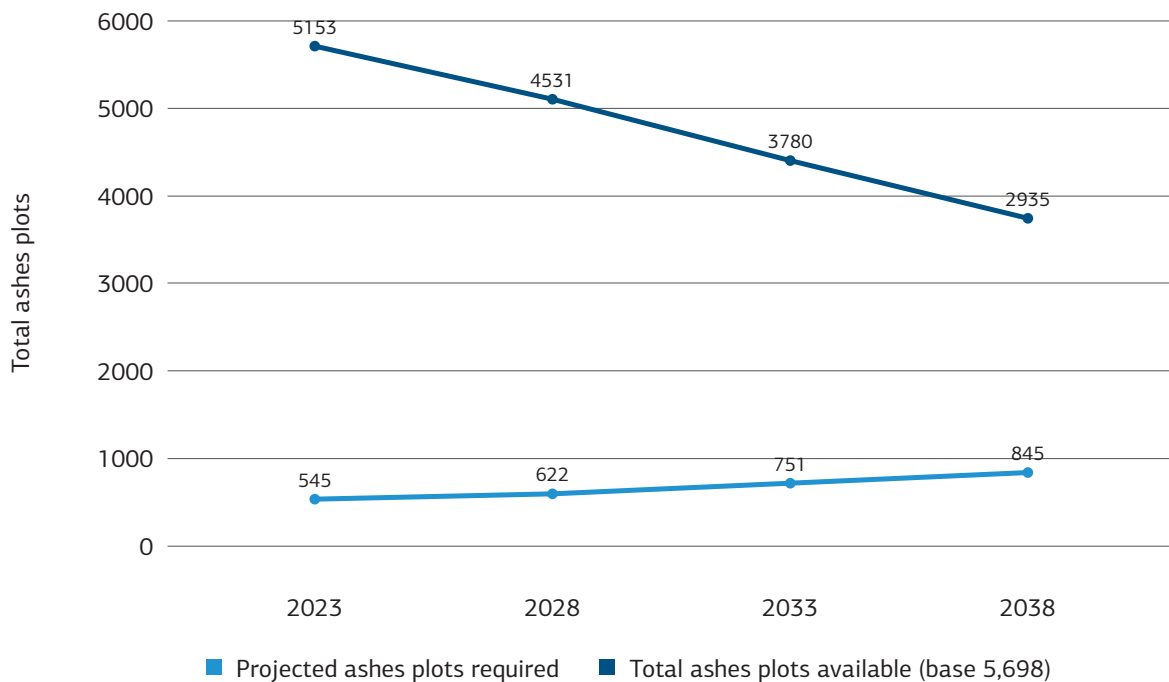
Of the 947 interments it is anticipated that 549 (58%) will be ashes and 398 (42%) coffin burials.

The following graphs show the projected³ requirements for cemetery land for casket burials and ashes interment out to the year 2038. By 2028 this suggest more land will need to have been developed for casket burials to accommodate demand.

Projected burial requirements



Projected ashes requirements



³ Projections should be used as an indication of an overall trend, rather than an exact forecast. These projections will be updated annually as real time data is incorporated.

3.2 Changing needs of the community

The Waimakariri community is becoming more diverse with an increase in people from other countries making their home in the District. Statistics New Zealand (Stats NZ) reports an increase across all ethnicities between the 2013 and 2018 Census. Of particular note is the increase in people from the Philippines, China, India, Samoa and the wider Pacific. The number of people from Europe has also increased, the majority from the United Kingdom and Ireland.

Most people that responded to religious faith in the census affiliate with Christian religions in this District. This is declining though with 36% of the population indicating Christianity as their religion in 2018 compared with 54% in 2006. Other religions such as Buddhism, Hinduism, Islam, Judaism, Sikhism, Spiritualism and New Age Religions attract less than 1.0% each of the District's population. These religions are seeing a slight increase in numbers since 2006 Census. Funeral traditions vary for these religions, a summary is provided in Appendix 4.

The number of people in the Waimakariri District who, in the Census, indicated they do not identify with a religion has increased from 35.3% in 2006, 43.8% in 2013 and 53.9% in 2018⁴.

The Council does its best to accommodate cultural and religious needs of the deceased and their families. The Council has Services Cemeteries at the Kaiapoi Public Cemetery and the Rangiora Lawn Cemetery.

There is one private crematorium in the Waimakariri District. The Council does not intend to develop crematoria, these would need to be developed privately if the demand arises.

3.3 Looking after what we have got

Cemeteries play an important role in our society, they support our sense of community, reflect the history of local people and cultures that founded and influenced the District. They provide a place where family and friends can remember and mourn the loss of loved ones consistent with their culture and beliefs.

It is important we maintain cemeteries and provide facilities and information recognising the role cemeteries play in our communities.

Assisting with cemetery planning and management, in addition to the Council, are:

- Funeral Directors who co-ordinate and manage the information required for a burial or interment to occur.
- Monumental Masons work with Council regarding permits to erect memorials on plots and undertake erection of memorials once they have been approved.

3.4 Services Cemeteries

Interment in a services cemetery requires the deceased to have had Operational Service as defined in the *Burial and Cremation Act 1964*, or be the spouse of someone who has had Operational Service.

Eligibility to be buried in a Services Cemetery needs to be confirmed by the local authority that manages the cemetery. Most Councils require that the veteran with Operational Service is interred first.

3.5 Funding of cemeteries

The provision of cemeteries has a mix of individual and community benefits.

Individual benefits:

- Place for the burial of bodies
- Maintaining a place for friends and relatives to visit
- Information on genealogy

Community benefits:

- Maintaining a green space
- Health
- Cultural significance

Funding is a combination of user fees and general rates.

The cost of interment is covered by charging a fee for each burial. The fee covers contractor's cost to prepare the grave, attendance during the burial and closing the grave.

⁴ Statistics New Zealand Census Data (NZStat: 2018 Census, Ethnicity, culture and identity, Religious Affiliation)

A record fee is charged at the time of each plot purchase to cover the administrative cost of record keeping and liaising with the contractor at the time of burial.

Plot purchase fees are paid at the time a plot is reserved, this is generally at the time of burial, although plots (particularly ashes plots) can be pre-purchased as part of estate planning.

There is currently no fee for a memorial permit.

Cemetery maintenance costs are funded by the Uniform Annual General Charge. A fixed rate on all rateable property in the District.

A grant is received each year from Veterans Affairs towards the cost of maintenance of the Services Cemeteries.

3.6 Challenges for cemetery management in the District

Available land to meet burial demands

Across the District there are currently 384 burial plots and 366 ashes plots available, and for approximately another 774 burial plots and 5,698 ashes plots on 'additional' land identified for cemetery use. Some cemeteries have limited capacity due to the lack of available and suitable additional land whereas others have plenty of space.

The cemetery land available adjacent to the Kaiapoi Public Cemetery is of particular concern with 3,743m² unused land that is subject to flooding and a high water table rendering it unsuitable for casket burial or ashes interment without considerable remedial work.

Land to the east of the District is constrained for cemetery use, particularly for burials, because of the potential for liquefaction and a high water table. However, an area of regeneration land in Kaiapoi has been identified as suitable for a memorial wall and ashes interment to be developed when required.

The Rangiora Cemetery has additional land available that is suitable for both ashes and casket burial but is not geologically suitable for double depth casket interment. Similarly the land at Birch Hill Cemetery is not suitable for double depth casket interment.

The Sefton Cemetery Reserve offers 40,703m² of additional grassland reserve available to be developed in the future.

As the population grows, particularly in the north east of the District around Pegasus and Woodend, projected to be over 12,000 residents by the year 2048, consideration could be given to development of cemetery land in this area as the need arises.

Reservation of plots

The pre-purchase (reservation) of cemetery plots (both ashes and burial) has been available for many years. The following table shows the distribution of the reserved plots by cemetery:

Cemetery	Ashes	Burial
Rangiora Lawn Cemetery	253	520
Birch Hill Cemetery	0	75
Cust Cemetery	6	53
Oxford Cemetery	26	124
Kaiapoi Public Cemetery	153	309
Kaiapoi Services Area	5	3
Total reserved plots	443	1,084

Figure 2: Reserved plots in District cemeteries

The reserving of plots means that although a number of cemeteries appear to have space for interments in reality they don't. Ashes berms are created because of demand and almost immediately are 'full' because of pre-purchasing necessitating the development of another berm to accommodate current requests.

Cultural diversity

The Waimakariri community is growing and with this growth has come more cultural diversity and diversity in religious affiliation. The 2018 Census⁵ also shows more people in this District who do not affiliate with any religion. The 2018 Census also shows that of the 22,917 people (39% of the total population) indicating at least one religious affiliation, 93 percent associate with a

⁵ Religious Affiliation 2018 Census Statistics NZ (http://nzdotstat.stats.govt.nz/wbos/index.aspx?_ga=2.32506494.1584617460.1592356951-447935508.1561323045)

Christian religion. The number of people identifying with 'other' religions in the District has increased from 318 people in 2001 to 759 people in 2018. Refer to Appendix 4 for a summary of burial traditions and demographics of religious affiliation.

The burial practices and ceremonies of all religions, beliefs and philosophies will need to be taken into account as the development and management of cemeteries in this District is considered.

Ceding of cemeteries to Council

Cemeteries are a part of the historical and cultural environment of the District. Many of the older cemeteries are managed by private organisations such as Churches or trusts. As time has gone by the number of parishioners and/or trustees have dropped and the management of these cemeteries has become onerous or they have fallen into disrepair.

Council has been, and continues to be, requested to take over cemeteries that can no longer be managed effectively by the founding organisation. Often these cemeteries do not come with any funding for repair or ongoing maintenance, or complete records, and on ceding to Council these costs become an imposition on ratepayers.

Currently Council does not have any legal responsibility to take over these cemeteries and considers them on a case-by-case basis taking into account the historical significance, community views and associated costs.

Pet cemeteries/memorials

In the Waimakariri District there is a pet cremation service but no privately owned pet cemeteries available. To date the Council does not have any areas set aside for pets to be interred.

Most Councils generally do not provide any areas for pet interments either associated with human cemeteries or stand alone.

The Law Commission, in its preliminary findings and recommendations for the review of the Burial and Cremation Act 1964, noted that: "*Most local authorities sought some policy*

*guidance on the acceptability of interring animal remains in public cemeteries. Although this issue has been raised in several survey responses, it is peripheral to the core subject matter of this review. We consider that the legislation should remain silent concerning the burial of animal remains, or ashes. Cemetery managers who wish to allow animal interments may do so, and may of course control the burial of animals through bylaws or policies.*⁶"

⁶ Chapter 4: Burial in New Zealand today: an overview of the current practice 4.55.

4. Objectives, policies and actions for management of cemeteries



These objectives, policies and actions guide decisions about the development, management and operation of cemeteries in the Waimakariri District.

Objective 1: Council cemeteries meet growth demands and community expectations

Responding to the challenges of meeting growth demands and the changing expectations of communities. The Waimakariri District is growing and changing. Understanding capacity and constraints at existing cemeteries enables Council to proactively develop or purchase new cemetery land.

- Plan and manage for the expansion or closure of existing cemeteries and the provision of new cemeteries based on burial rate projections.
- Consider the further development and use of cemetery land in the light of climate change and natural hazard identification.
- Provide interment areas that meet the changing expectations of the community.
- Prepare for potential ceding of cemeteries to Council care considering management requirements and costs.

Actions

Implement staged expansion of cemeteries subject to updated projection information, sustainability, climate change and natural hazard identification.

Review the cemetery strategy on a five yearly basis including reviewing the cemetery projections and community expectations.

Provide a range of interment and memorialisation options.

Review requests and annually check changing trends in community needs and determine whether changes are required to existing management of cemeteries.

Review with incumbent contractor any issues or concerns regarding interments and/or maintenance.

Review fees and charges at least every three years to align with long term planning.

Ensure the Cemetery Policy includes provision for assessing any proposal to surrender a cemetery to Council for ongoing management.

Objective 2: Cemeteries are designed effectively, are safe and comply with the requirements of relevant legislation

Ensures cemeteries under Council management are well looked after and supports day to day operation.

- Manage cemeteries in the Waimakariri District in accordance with the requirements of relevant legislation, particularly the Burial and Cremation Act 1964 and Reserves Act 1977.
- Ensure all proposed facilities meet best practice accessible and safe design standards.
- Maintain cemeteries to the Council service levels expected by the community.
- Create reflective cemetery environments when developing new areas for burial.

Actions

Undertake ongoing improvements to cemetery facilities such as signs, seats and fences.

Maintain operating procedures to guide the day to day management of cemeteries.

Audit contractor performance on cemeteries regularly to ensure quality maintenance.

Develop a sustainable work programme to address community expectations.





Objective 3: Up-to-date (record) information regarding Council managed cemeteries is readily available in a range of sources and formats

Ensures local residents and visitors are able to find information about burials in the Council managed cemeteries and where possible any historical or retired cemeteries in the District.

- Improve access for local residents and visitors to information about cemeteries including current and historical records.

Actions

Make available information about cemeteries and cemetery plots online.

Ensure that, where available, records from any historical or retired cemeteries devolved to Council management are received and updated to a form that can be used by local residents and visitors.

Objective 4: Clear direction to Council staff and the community regarding the use and management of cemeteries is provided

Ensures essential information is available for Council staff and the community about the operation of Council managed cemeteries. Well-informed communities ensure smoother management of cemeteries.

- Improve access for the community to information about cemeteries and cemetery management.
- Ensure all information about cemeteries and cemetery processes is readily available to Council staff to facilitate interaction with funeral industry representatives, local residents and visitors.

Actions

Develop and maintain a Cemetery Fact Sheet which is available on the Council's website and at the Council Service Centres.

Ensure up to date information about cemetery fees and charges is available on the Council website and at Council offices.

Provide an online facility for interments including cemetery maps, application forms and fee structures.

Ensure up to date information about interment processes, including plot pre-purchase, is available on the Council website and at Council offices.

Develop a cemetery policy with the purpose of ensuring effective and consistent management of Council managed cemeteries throughout the Waimakariri District.

5. Monitoring and review

The monitoring and review of this strategy will determine whether the desired outcomes are being achieved.

Monitoring tasks will be built into the Action Plan to ensure they are funded and undertaken. The Action Plan, while a component of this strategy, is also an independent document that will be reviewed by those implementing the strategy.

Monitoring will be undertaken by a project control group consisting of the Managers of Greenspace and Customer Services and a Policy Analyst, and consists of, but not limited to:

- Reviewing the status of projects outlined in the action plan
- Updating the cemetery plot and interment statistics
- Re viewing Council service requests

- Reviewing responses to the Council's Customer Satisfaction Survey (Cemeteries)
- Updating population projections and demographics from Statistics New Zealand

The projects outlined in the action plan, where relevant, will be included in draft Annual Plans and Long Term Plans.

The strategy will be reviewed every five years. The review will take into consideration the objectives and policies of the Long Term Plan and submissions made to the Long Term and Annual Plans. An earlier review may be undertaken in response to the review of the *Burial and Cremation Act 1964* that is currently being progressed by the Ministry of Health.



6. Appendices

6.1 Waimakariri District Council Cemeteries



Name: Birch Hill Cemetery

Status: Open

Location: 130 Garry River Road, Glentui

Legal Description: LOT1 DP 10564 0.417800 Ha

History/Background: This small cemetery was originally semi-private for members of the family, relatives and farm hands of Birch Hill Station.

A central cairn commemorates Captain William Newton Millton who occupied the Okuku country in 1857. On the back wall are two plaques in memory of the men of Birch Hill Station who died in World War 1, and in

memory of the horses that came from the station.

From the track on the road to the cemetery, the Ford Millton home (now a private residence) can be seen.

Area (Ha): 0.42

Land Status/Reserve Classification:

Grass – Amenity Reserve

Name:

Cust-West Eyreton Cemetery

Status: Open**Location:**

3 Crysell Avenue, Cust

Legal Description:

RES 742 5.129300 Ha

History/Background: This cemetery opened in 1880. The oak avenue was planted at the same time. The west section is Anglican and the east sections are Methodist and Presbyterian.

Area (Ha): 5.13

Land Status/Reserve**Classification:**

Grass - Amenity

**Name:** Oxford Public Cemetery**Status:** Open**Location:**

3117 Oxford Road, Oxford

Legal Description:

RES 162 4.046800 Ha

History/Background: The first recorded entry in the cemetery book is for 9th October 1874, however in August 1867, a meeting of residents was held to protest about the area being in a disgraceful condition. Those present subscribed £20 for a fence to be erected, and offered to undertake the necessary work. The Provincial Government offered to pay half the cost.

Area (Ha): 4.05

Land Status/Reserve**Classification:** Grass - Amenity



Name: Kaiapoi Anglican Cemetery

Status: Closed

Location: 7-11 Parnham Lane, Kaiapoi

Legal Description: LOT 1 DP 50353 0.031300 Ha

History/Background: The first Kaiapoi Cemetery was opposite the Kaiapoi Mill site, but was found to be unsuitable as a burial ground since water was met five feet below the surface, and the loose sand shifted with each nor'wester. The next site on land obtained from Dryden Sneyd, was near the electricity substation in Island Road. That site was severely affected by floods from the north branch of the Waimakariri (now the Kaiapoi River). It was decided to move the cemetery to its present site about 1865. The land already belonged to the Church Property Trustees. The new site was laid out in the same way as the old, so that persons interred in the old could be moved to the same position in the new cemetery. Friends and family of the deceased had to pay the cost of removal.

Although an Anglican Cemetery, non-conformists were not prohibited from being buried there. The cemetery received many interments because it was the burial place for all bodies on which inquests were held in the district between the Waimakariri and the Hurunui, and unfortunately there were many persons drowned before bridges were erected over

the rivers. The Coroner of the early times did not always proceed to the locality to hold the inquest, but had the bodies brought in, and the certificates for burials were usually made for the Kaiapoi Church of England Cemetery.

About 1990 the Church Property Trustees began moves to transform the older south portion of the cemetery to a passive recreational reserve and hand it over to the Waimakariri District Council. The area had become very rough and overgrown and so the remaining headstones were grouped together, the area cleared and grass sown. The whole cemetery site is now managed by the Council. The records are not complete.

Area (Ha): 0.03

Land Status/Reserve Classification:

Grass - Amenity

Name: Kaiapoi Public Cemetery

Status: Open

Location: Cnr Adderley Terrace and Island Road, Kaiapoi

Legal Description:
Pt LOT 1 DP 4115 0.374300

History/Background: Opened in 1884, lots were drawn to allocate the sections for each denomination.

Area (Ha): 0.37

Land Status/Reserve

Classification: Grass - Amenity



Name: Rangiora Park Lawn Cemetery

Status: Open

Location: Cnr East Belt and Coldstream Road, Rangiora

Legal Description: RES 4427, 2.756900 Ha

History/Background: The land for this cemetery was given to the town in 1880 by early settler Samuel Andrews to be used for recreational purposes and was named Maria Andrews Park in memory of his wife. The Rangiora Borough Council had been looking for a suitable site for a public cemetery since the 1860s. Their efforts were frustrated by the opposition of the adjoining local authorities, and the narrow denominationalism. The Borough Council owned a

useless piece of riverbank parkland which was seen as a possible solution. In 1940 the status of the park was changed by Order in Council from a recreation ground to a reserve, prepared as a lawn cemetery, and as the Maria Andrews Cemetery, was declared open in June 1942.

Area (Ha): 2.76

Land Status/Reserve Classification: Grass - Amenity

Name:

Sefton Cemetery Reserve

Status: In reserve**Location:**

198 Factory Road, Sefton

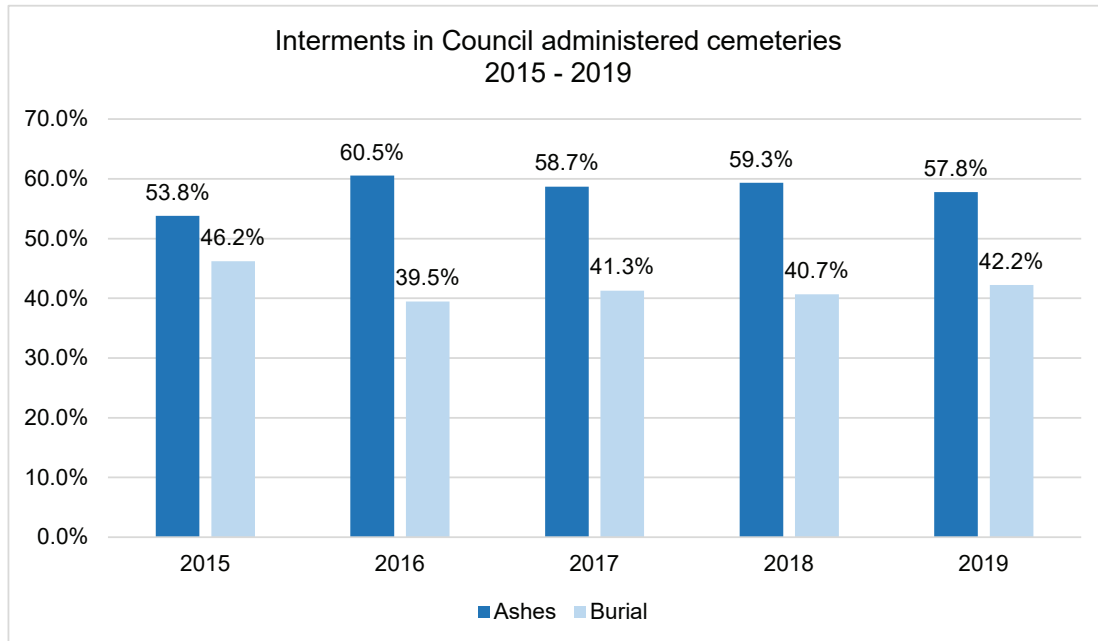
Legal Description:

RES 163 4.046800 Ha

History/Background:**Area (Ha):** 4.05**Land Status/Reserve****Classification:** Grassland grass
amenity

6.2 Cemetery Strategy Projections

Burial statistics



Year	Ashes		Burial		Total
	Number	Percent	Number	Percent	Number
2015	85	53.8%	73	46.2%	158
2016	112	60.5%	73	39.5%	185
2017	118	58.7%	83	41.3%	201
2018	108	59.3%	74	40.7%	182
2019	104	57.8%	76	42.2%	180

Figure 3: Interment in Council managed cemeteries 2015 - 2019

Year	2015	2016	2017	2018	2019
Number	381	378	378	432	426

Figure 4: Number of deaths in the Waimakariri District 2015 - 2019

Source: Statistics NZ

6.3 Legislative framework

A summary of the key Acts are outlined below.

The **Burial and Cremation Act 1964** is the primary legislation for the management of burial and cremation in New Zealand. Its primary purpose is to ensure every community has access to places for burial and cremation.

Cemeteries are an essential public service and local authorities have a legal responsibility under the Act to provide them. The Act authorises local authorities to undertake work for carrying out this duty – namely acquisition of land and establishing, maintaining and improving cemeteries. The Act requires that *“every cemetery shall be open for the interment of all deceased persons, to be buried with any religious or other ceremony, or without any ceremony, as the friends of the deceased think proper”*.

Some local authorities provide cremation services but they are not legally obliged to do so. The Waimakariri District Council does not provide this facility.

This Act is under review at the time of writing this Cemetery Strategy and may change many aspects about how burials or cremations are managed. Any changes and major implications will be added to the strategy by a review.

The **Reserves Act 1977** Many cemeteries within the District are classified as local purpose reserve (cemetery). In the case of local purpose reserves they can be used for a broad range of activities unless their purpose has been narrowed, which in this case is for cemetery purposes.

The **Health Act 1956** sets out obligations for local authorities to improve, promote and protect public health within its District. For that purpose it is empowered to appoint environmental health officers to assess and manage nuisance and create and enforce bylaws to protect public health.

Cemeteries are specifically included as a sanitary work in the Act and local authorities may be required by the Minister to provide, alter or extend sanitary works under this Act.

The **Local Government Act 2002** requires cemetery assessments, and the requirement to use prudent asset management practices for cemetery acquisition, improvement, maintenance and replacement.

The **Resource Management Act 1991** requires that activities on cemeteries, including the creation of new cemeteries, must comply with the requirements of this Act and the Waimakariri District Plan.

6.4 Burial traditions

Burial traditions (excluding Christian)

Buddhist – generally favour cremation, but embalming is allowed as well. Families choose according to their personal preference. There are no rules governing when the burial or cremation takes place. Buddhist funeral rites are conducted on the morning of the burial/cremation ceremony. Do not prohibit the donation of organs. See autopsies as a way of helping others. Do prefer that a medical examiner wait three or four days before the autopsy, until the soul has left the body.

Hindu – death rituals dictate that cremation is the norm, but the body remains in the family’s home until it is moved to the cremation location. Funeral ceremony has three parts (1) A wake/ funeral in the family’s home; (2) A cremation ceremony (mukhagni); and (3) a “shraddha” ceremony. A Hindu funeral typically takes place within one day and sometimes two days after the time of death.

Islam – an Islamic funeral is considered a community event. Muslims believe a funeral to be a very spiritual occasion. One very important funeral rite in the Islamic faith is that burial take place as quickly as possible after death. For this reason there is no viewing, wake or visitation. Body is taken to the burial site in a silent procession. Another important Islamic burial rite is to have each person at the burial throw three handfuls of dirt into the grave. Since Muslims believe there will be a physical resurrection of the body on Judgement Day, the faith prohibits cremation. Similarly, autopsies are strongly discouraged, since they delay burial and are considered a desecration of the body. Also, Muslims prefer not to move the body away from the site of death, making an autopsy even more unsettling for them. Embalming, considered yet another desecration of the body, is performed only if required by law.

In Muslim cemeteries, there are at least two types of graves:

Al-Shaqq: is to make a deep vertical hole in the ground.

Al-Lahed: is to make a deep vertical hole in the ground, then in the bottom make a side horizontal hole big enough to cover the whole body.

Both types are used, but it is preferable to use Al-Lahed if the land is solid.

The grave should always be perpendicular (horizontal to the direction of Qiblah (Mecca)).⁷

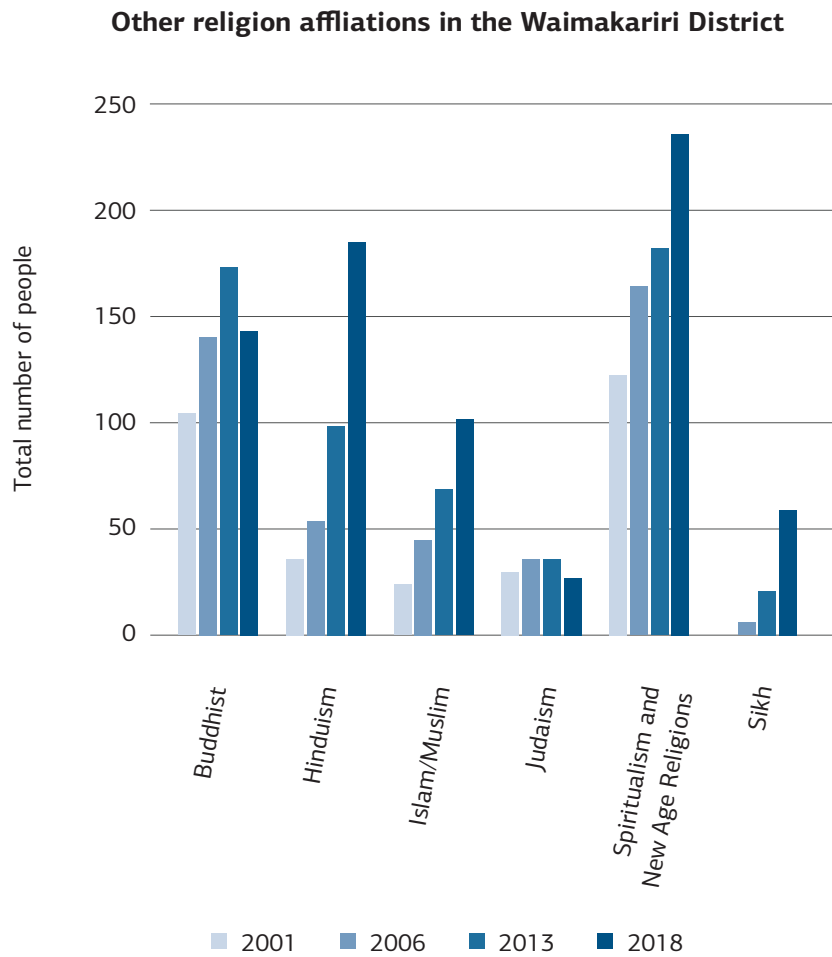
Jewish – typically the time between death and burial is not long. Traditionally a Jewish burial is supposed to take place with 24 hours of death. This is done in accordance with the Torah, sacred Jewish scripture, which says, “You shall bury him the same day... His body should not remain all night”. Today, outside of Orthodox communities, funerals rarely occur this quickly. However, the funeral should take place as soon as possible following the death. Burials never take place on the Sabbath or holidays. Simple wooden caskets for all, embalming prohibited. Most Jewish people do not want to be cremated. This is mainly a reaction to the millions of Jews who died in the crematoria during the Holocaust. Leaving the cemetery people wash their hands, a symbolic gesture designed to disassociate the living from death and impurity.

Sikh – format can vary widely. Sometimes there will be a service before the cremation, the cremation, and then another service. Sometimes there will only be a cremation, with a few prayers recited. Services can take place at the home of the bereaved family, at the gurdwara, outdoors, or at the crematorium. Sikh cremation can take place during day or night. Cremation is preferred for Sikh funerals. In other parts of the world this is done with outdoor funeral pyres, but in New Zealand is restricted to crematoria. Burial or any other means for disposing the body are acceptable if the circumstances do not allow for cremation. After cremation the ashes are usually buried in the earth or scattered. Often Sikhs will scatter the ashes in a body of flowing water, such as a river or the sea. Sikhism does not approve the raising of monuments or placing stones in the name of the dead person to mark the site of cremation.

Spiritualism – beliefs about death include ‘the Continuous Existence of the Human Soul’ and ‘The Communion of Spirits and the Ministry of Angels’. Spiritualists believe that after our bodies have died our souls, regardless of belief, survive in a different realm and can communicate with the living world. A specifically Spiritualist funeral is an important celebration of their beliefs. The funeral can incorporate either a burial or cremation and a Spiritualist minister can also officiate at the scattering of ashes or a memorial service. A green funeral or natural burial might also appeal to Spiritualist.

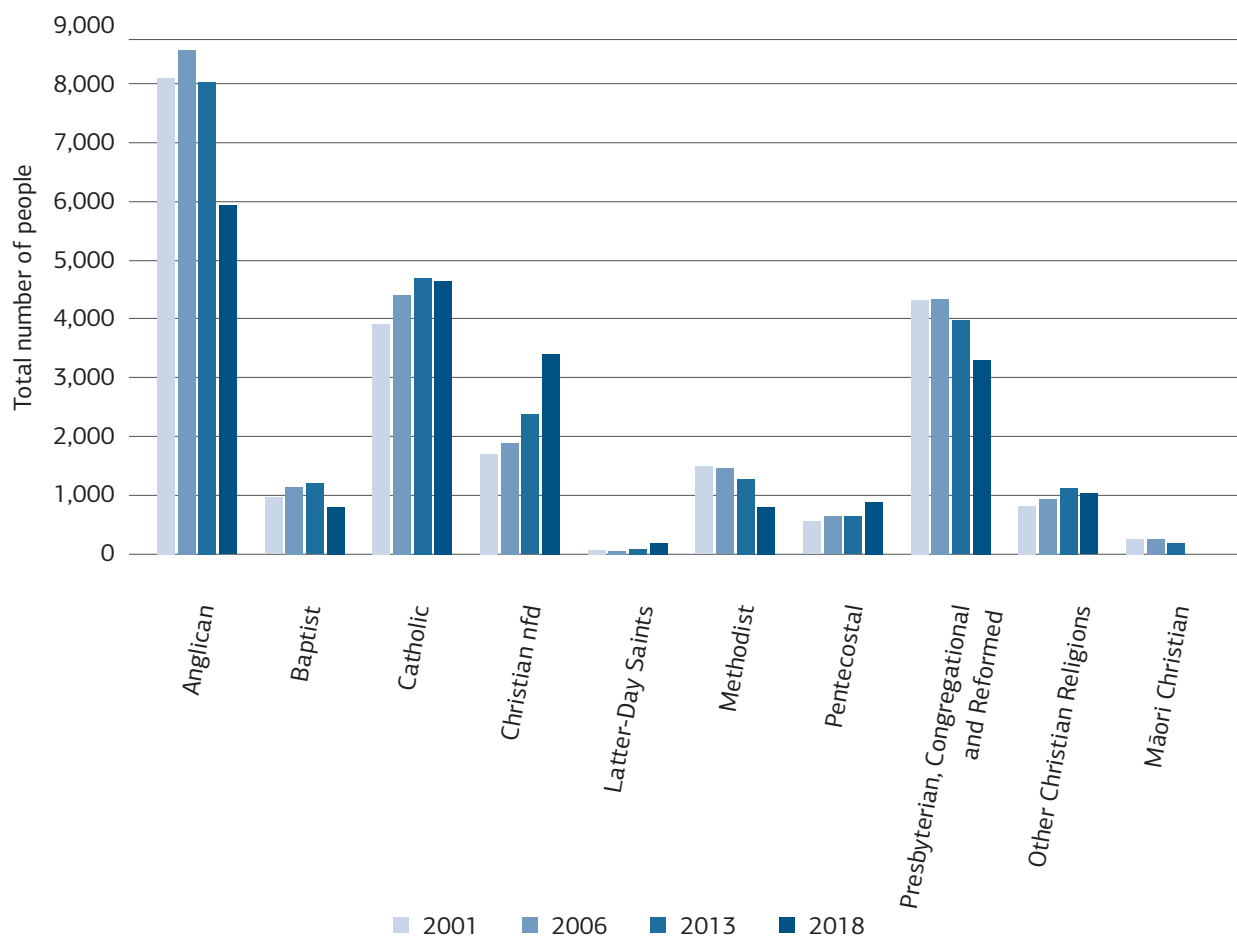
⁷ Muslim Funeral Services, The Ghush Procedure <https://www.mfs.asn.au/ghush--burial-steps.html>

Religious affiliation demographics



Religion	2001	2006	2013	2018
Buddhist	105	141	174	144
Hinduism	36	54	99	186
Islam/Muslim	24	45	69	102
Judaism	30	36	36	27
Spiritualism and New Age Religions	123	165	183	237
Sikh	0	6	21	63
Total	318	447	582	759

Christian religion affiliation in the Waimakariri District



Religion	2001	2006	2013	2018
Anglican	8,076	8,550	8,001	5,913
Baptist	963	1,146	1,200	798
Catholic	3,900	4,401	4,686	4,638
Christian nfd	1,698	1,890	2,370	3,396
Latter-Day Saints	81	57	96	189
Methodist	1,491	1,455	1,275	801
Pentecostal	558	642	642	882
Presbyterian, Congregational and Reformed	4,314	4,326	3,963	3,294
Other Christian Religions	816	939	1,128	1,032
Māori Christian	261	258	189	
Total	22,158	23,664	23,550	21,402



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200702081921

Waimakariri Cemetery Strategy Action Plan 2020 – 2039



Rangiora Lawn Cemetery

Objective 1: Council cemeteries meet growth demands and community expectations

	Actions	Source	Responsibility
1.1	Implement staged expansion of cemeteries subject to updated projection information, sustainability, climate change and natural hazard identification	Statistics NZ LTP process including Asset Management Plans and Infrastructure Strategy	Policy and Strategy Greenspace GIS
1.2	Review the cemetery strategy on a five yearly basis including reviewing the cemetery projections and community expectations	3 yearly customer satisfaction survey Service requests	Policy and Strategy Customer Services Greenspace
1.3	Provide a range of interment and memorialisation options	Service requests	Customer Services Greenspace
1.4	Review requests and annually check changing trends in community needs and determine whether changes are required to existing management of cemeteries	Service requests Funeral industry feedback	Customer Services Greenspace
1.5	Review with incumbent contractor any issues or concerns regarding interments and/or maintenance	Contractor feedback/audit	Greenspace Customer Services
1.6	Review fees and charges at least every three years to align with Council long term planning	Long term plan assessment	Customer Services
1.7	Ensure the Cemetery Policy includes provision for assessing any proposal to surrender a cemetery to Council for ongoing management	Policy	Policy and Strategy Customer Services Greenspace

Objective 2: Cemeteries are designed effectively, are safe and comply with the requirements of relevant legislation

	Actions	Source	Responsibility
2.1	Undertake ongoing improvements to cemetery facilities such as signs, seats and fences	Service requests Customer Satisfaction Survey	Greenspace
2.2	Maintain operating procedures to guide the day to day management of cemeteries	Asset Management Plans QP documents Relevant contracts	Greenspace Customer Services
2.3	Audit contractor performance on cemeteries regularly to ensure quality maintenance	Contractor audits Greenspace mobile monitoring	Greenspace Customer Services
2.4	Develop a sustainable work programme to address community expectations	Business planning Cemetery Asset Management Plans	Greenspace Customer Services

Objective 3: Up-to-date (record) information regarding Council managed cemeteries is readily available in a range of sources and formats

	Actions	Source	Responsibility
3.1	Make available information about cemeteries and cemetery plots online.	Council website	Customer Services Communications Team
3.2	Ensure that, where available, records from any historical or retired cemeteries devolved to Council management are received and updated to a form that can be used by local residents and visitors	Cemetery managers/trustees	Customer Services Communications Team

Objective 4: Clear direction to Council staff and the community regarding the use and management of cemeteries is provided

	Actions	Source	Responsibility
4.1	Develop and maintain a Cemetery Fact Sheet which is available on the Council's website and at Council Service Centres	Customer Services	Customer Services Communications Team
4.2	Ensure up-to-date information about cemetery fees and charges is available on the Council website and at Council offices	Long Term Plan Fact Sheets	Customer Services Communications Team
4.3	Provide an online facility for interments including cemetery maps, application forms and fee structures	Long Term Plan Customer Services	Communications Team Customer Services GIS
4.4	Ensure up-to-date information about interment processes, including plot pre-purchase, is available on the Council website and at Council offices	Long Term Plan Fact Sheets	Customer Services Communications Team
4.5	Develop a cemetery policy with the purpose of ensuring effective and consistent management of Council managed cemeteries throughout the Waimakariri District	Customer Services Greenspace Team Contractors Funeral industry	Policy and Strategy Customer Services Greenspace

Current/committed projects

Description	Objective link	Time frame	Responsibility	Completed
Staff are up to date on current industry trends through attendance at Cemetery Cluster meetings and Conference	4.5	Six monthly	CS & GS	
Develop Cemetery Policy (Peer Review through Parks Leadership Forum)	1.7 4.5	August 2020	PCG	
Update cemetery projections with June 30 data from Statistics NZ	1.1 1.2	Annual (July)	Policy Analyst	
Audit Cemetery signage to ensure it is up-to-date and legible taking into account relevant legislation, Council Bylaws and Policies	2.1	Annually	GS	
Provide clear and up to date information on memorial options and review	1.3	Annual	CS	
Feedback on cemetery issues is captured in the service request system and reviewed	1.4 2.1 2.3	Annual		
Review cemetery fees for inclusion in AP or LTP	1.6 4.2	Annual	CS	
Meeting between CS, GS & Contractor to discuss cemetery operation	1.5	Annual	CS & GS	
Cemetery burial processes are Promapped and reviewed	2.2	Annual	CS	
Regularly review customer information on fact sheets and website	4.1 4.2	Annual	CS	
Cemetery booking and application forms are on-line to enable 24 hour self service	4.3	November 2021	CS	
Online information is extended to include memorial photographs	3.1	December 2021	CS	
Include cemetery questions in the 3 yearly Council Customer Satisfaction questionnaire and provide analysis of the results to the PCG.	1.2	3 yearly	Policy Analyst	
Review capital programme for LTP 2021-2031 including berm and level of service.	2.1 2.4	2021-31 LTP	GS	
Investigate options for cemetery provision within the eastern parts of the District. This should consider concerns with current water table issues, land performance and appropriate land types. Includes scoping and need assessment as well as consideration of current cemetery operation.	1.1	2021-31 LTP	GS	

Description	Objective link	Time frame	Responsibility	Completed
Review and develop concept plans for Dixons Road Cemetery. Have final approved design for funding by the LTP 2024.	1.1	2024-34 LTP	GS	

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** EXT-23 / 200924127649**REPORT TO:** Council**DATE OF MEETING:** 6 October 2020**FROM:** Kitty Waghorn, Solid Waste Asset Manager**SUBJECT:** Amendment to the Constituting Agreement of the Canterbury Regional Landfill Joint Committee**SIGNED BY:**
(for Reports to Council,
Committees or Boards)
Department Manager
Chief Executive**1. SUMMARY**

- 1.1 This report is seeking Council support for amending the Canterbury Regional Landfill Joint Committee Constituting Agreement to permit attendance at meetings via audio or video links.
- 1.2 This would bring the Canterbury Regional Landfill Joint Committee Constituting Agreement into alignment with the Constituting Agreement for the Canterbury Waste Joint Committee.
- 1.3 In order to enable the Canterbury Regional Landfill Joint Committee (the Committee) to initiate the process of updating its Constituting Agreement, the Committee must request all member councils to individually resolve to support this change to the Agreement.
- 1.4 Once written confirmation of all Councils' support for this change is confirmed, the updated Agreement will become operative.

Attachments:

- i. Proposed Amended Canterbury Regional Landfill Joint Committee Constituting Agreement (TRIM No. 200924127586)
- ii. Unconfirmed Minutes of the Canterbury Regional Landfill Joint Committee Meeting 10 August 2020 (TRIM No. 200924127609)

2. RECOMMENDATION**THAT** the Council:

- (a) **Receives** report No. 200924127649.
- (b) **Supports** amending the Constituting Agreement to permit attendance at meetings by audio or video links by inserting a new Clause 13 *"Attendance of meetings via telephone or video links from venues outside Christchurch is permitted. Such additional venues will be publicly notified in the same way as the main meeting is notified, and will be open to the public in the same way as the main meeting"*.
- (c) **Notes** that the rest of the Constituting Agreement remains unchanged.

3. **BACKGROUND**

- 3.1 The Constituting Agreement of the Canterbury Regional Landfill Joint Committee (the Committee) does not contain a clause that permits video or audio attendance of meetings.
- 3.2 The Constituting Agreement of the Canterbury Waste Joint Committee contains the following clause: *Attendance of meetings via telephone or video links from venues outside Christchurch is permitted. Such additional venues will be publicly notified in the same way as the main meeting is notified, and will be open to the public in the same way as the main meeting.*
- 3.3 At their meeting on 10 August 2020, the Committee supported amending the Canterbury Regional Landfill Joint Committee Constituting Agreement, using the same words.
- 3.4 The attached copy of the Constituting Agreement includes the new clause as clause 13, shaded. The rest of the Agreement remains unchanged.

4. **ISSUES AND OPTIONS**

- 4.1. In order to amend the Constituting Agreement, the Committee is required to request all member councils to individually resolve to support this change to the Agreement. Once written confirmation of all Councils' support for this change is confirmed, the updated Agreement will become operative.
- 4.2. Permitting attendance at meetings via audio or video links will be a time saving for elected members, particularly when these meetings may be quite short but require elected members and staff travel from Ashburton, Selwyn, Waimakariri and Hurunui.
- 4.3. Cr. Brine is the Waimakariri District Council's representative on the Committee, and supported this amendment.
- 4.4. We have been advised that the Christchurch City Council have supported this amendment, and are seeking written confirmation from other member Councils on the Committee.
- 4.5. The Management Team have reviewed this report and support the recommendations.

5. **COMMUNITY VIEWS**

5.1. **Groups and Organisations**

- 5.1.1. No specific consultation with groups and organisations is required for this matter.

5.2. **Wider Community**

- 5.2.1. No specific consultation with the community is required for this matter

6. **IMPLICATIONS AND RISKS**

6.1. **Financial Implications**

- 6.1.1. Councillors and Council staff are currently required to attend meetings of the Committee in person, which necessitates their travel to the Christchurch City Council office or other venues. Allowing attendance via audio or video links will be a cost-saving in travel time and other travel-related costs.

6.2. **Community Implication**

- 6.2.1. The community would still be able to attend public meetings of the Committee in person, by an audio or video link, as they will be advertised by the Christchurch City Council in their usual manner.

6.3. **Risk Management**

- 6.3.1. Enabling elected members to attend meetings of the Committee via an audio or video connection will reduce the risks of not being able to achieve a Quorum.
- 6.3.2. There is a risk that connection may not be available for Council and staff to attend Committee meetings. This is a low risk, and use of Microsoft Teams is an accepted and secure method for communications and meetings at the Waimakariri District Council.

6.4. **Health and Safety**

- 6.4.1. There will be a decreases H&S risks to meeting attendees from a reduction in the need to travel to meetings by car.

7. **CONTEXT**

7.1. **Policy**

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

Legislation

- 7.1.2. Local Government Act 2002 - Compliance with Statutory Decision-making Requirements ss 76 - 81

7.2. **Community Outcomes**

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

Opportunities for collaboration and partnerships are actively pursued

- 7.2.2. Core utility services are provided in a timely and sustainable manner:

Waste recycling and re-use of solid waste is encouraged and residues are managed so that they minimise harm to the environment.

7.3. **Delegations**

- 7.3.1. The Council has the delegated authority to consider this matter.

Dated

**CONSTITUTING AGREEMENT
CANTERBURY REGIONAL LANDFILL JOINT COMMITTEE**

**ASHBURTON DISTRICT COUNCIL
CHRISTCHURCH CITY COUNCIL
HURUNUI DISTRICT COUNCIL
SELWYN DISTRICT COUNCIL
WAIMAKARIRI DISTRICT COUNCIL**

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CONSTITUTING AGREEMENT
CANTERBURY REGIONAL LANDFILL JOINT COMMITTEE

DATED:

2020

PARTIES

ASHBURTON DISTRICT COUNCIL, CHRISTCHURCH CITY COUNCIL, HURUNUI DISTRICT COUNCIL, SELWYN DISTRICT COUNCIL and WAIMAKARIRI DISTRICT COUNCIL and their successors, all local authorities under the Local Government Act 2002 (collectively “the Councils” and individually “a Council”)

BACKGROUND

- A. The Councils (together with Kaikoura District Council, Mackenzie District Council, Timaru District Council and Waimate District Council) had previously constituted the Canterbury Joint Standing Committee (“the CJSC”) to achieve regional co-ordination, co-operation and commitment as most recently recorded in the Constituting Agreement dated 16 September 2003 (“the 2003 Agreement”). To address operational issues, the CJSC had appointed the Canterbury Waste Subcommittee (“the Subcommittee”).
- B. The CJSC and the Subcommittee were discharged as a consequence of the 2004 triennial general election of members.
- C. In December 2004 the Territorial Authorities reconstituted the CJSC and had the CJSC reappoint the Subcommittee relying on the 2003 Agreement.
- D. The Councils own shares in Transwaste Canterbury Limited (“TCL”) which is a joint venture with Canterbury Waste Services Limited (“CWS”) concerned with the operation of the Canterbury landfill at Kate Valley and associated transport services (“the Landfill Joint Venture”). The Councils and CWS have entered into a Shareholders’ Agreement dated 31 March 1999 (“the Shareholders’ Agreement”) which sets out the principles under which the joint venture will operate.
- E. The Councils had previously delegated their involvement in the Landfill Joint Venture to CJSC and the Subcommittee. CJSC and the Subcommittee are by separate Constituting Agreement being reconstituted as the Canterbury Waste Joint Committee which is to have no role or responsibility in relation to the Landfill Joint Venture. Accordingly, the Councils now wish to appoint and constitute a new joint committee to be known as the Canterbury Regional Landfill Joint Committee.

TERMS OF THIS AGREEMENT:

EFFECTIVE DATE

1. This Agreement shall come into effect on 1 July 2006.

COMMITTEE

2. Pursuant to clause 30(1) of Schedule 7 to the Local Government Act 2002 the Councils shall appoint and constitute a joint committee which shall be known as the Canterbury Regional Landfill Joint Committee ("the Committee").
3. The Committee shall consist of a maximum of seven members as follow:
 - (a) three elected members of the Christchurch City Council;
 - (b) four members made up of one elected member from each of the other Councils.
4. The Committee shall report to the Councils at least annually on the exercise of the Committee's functions.

TERMS AND CONDITIONS OF ENTRY

5. The Councils may only allow other Councils to join the Committee on such terms and conditions as are agreed unanimously by the Councils.

WITHDRAWAL OF COUNCIL

6. A Council may only withdraw from the Committee if that Council has complied with all of its obligations under this Constituting Agreement up to the date of withdrawal and agrees to satisfy its continuing obligations (if any) in a manner which is satisfactory to all of the remaining Councils.

AVOIDANCE OF DISCHARGE

7. The Councils declare that they have each resolved that the Committee shall continue to function after a triennial election with the same delegated functions, duties, powers and voting rights that existed prior to that election and accordingly the Committee shall not be discharged under clause 30(7) of Schedule 7 to the Local Government Act 2002.

QUORUM

8. The quorum for a meeting of the Committee is four members at least one of whom is a member appointed by Christchurch City Council. An alternate shall be deemed to be a "member" for the purposes of achieving a quorum.

ALTERNATES

9. Each Council may appoint up to two alternates for its Committee member/s. The names of alternates are to be notified in writing to the Committee as appropriate. No prior notice of attendance at a meeting by an alternate is required. An alternate shall be entitled to the same voting rights as the Committee member for whom he or she is an alternate.

APPOINTMENT AND DISCHARGE OF MEMBERS

10. The power to discharge a member of the Committee and to appoint another in his or her stead, may only be exercised by the Council that made the appointment.

CHAIRPERSON AND DEPUTY

11. The Committee shall appoint a chairperson (who must be an elected member appointed by Christchurch City Council) and a deputy chairperson (who must be an elected member appointed by another Council other than Christchurch City Council).

MEETINGS/STANDING ORDERS

12. Meetings of the Committee shall be held at Christchurch (unless otherwise agreed) at such times as may be appointed and as are necessary for the performance of the functions, duties and powers delegated under this Agreement. The rules regulating the proceedings of the Committee shall be those set out in NZS 9202:2001, "Model Standing Orders for Meetings of Territorial Authorities, Regional Councils and Community Boards" as varied in accordance with this Agreement. For the purposes of clause 25 of the NZS 9202:2001 the "principal administrative officer" means the City Manager of the Christchurch City Council or his delegate.
13. Attendance of meetings via telephone or video links from venues outside Christchurch is permitted. Such additional venues will be publicly notified in the same way as the main meeting is notified, and will be open to the public in the same way as the main meeting.
14. Any resolution requiring a decision on a matter of significance to be considered at a meeting of the Committee must be the subject of prior notice which ensures that each member is fully and fairly informed of the background and rationale for any proposal to be considered and the period of notice must be sufficient to enable every member to consult with his or her appointing Council.

VOTING

15. Notwithstanding anything to the contrary in Model Standing Orders NZS 9202:2001 voting at meetings of the Committee shall be:
 - (a) the members appointed to represent the Christchurch City Council shall be entitled to 50% of the votes able to be cast on any resolution (which votes may only be cast as a block and may not be split);
 - (b) the members appointed to represent the other Councils, one vote each.

For the avoidance of doubt, this means for example that if all 4 other Council members are present then the members appointed by the Christchurch City Council will have 4 votes to be cast as a block.

16. To the extent that it may be necessary all of the Councils shall procure an amendment to their standing orders to permit voting on the basis set out in clause 14.

CASTING VOTE

17. In all cases where there is an equality of votes the chairperson shall have a casting vote. Where a casting vote is to be exercised the following principles shall apply:
- (a) the casting vote is to be used in the best interests of the Canterbury community represented by the Councils considered together;
 - (b) the casting vote is to be used in the best interests of the Councils considered together;
 - (c) the Committee members shall use their best endeavours to avoid use of a casting vote, by obtaining consensus;
 - (d) the casting vote shall not to be used unreasonably in favour of any one Council.

DELEGATIONS

18. All delegations made by the Councils to the Committee shall record the functions, duties and powers that have been delegated in writing and may set out:
- (a) the extent to which the Council may be bound in respect of those delegated functions, duties and powers that are delegated;
 - (b) the limit (if any) to which the Council can be committed to expenditure of funds in pursuance of those delegated functions, duties and powers;
 - (c) the circumstances in which (if any) the Council can withdraw those delegated functions, duties and powers in whole or in part.
19. Subject to prior compliance with clause 17 in respect of the delegations proposed by this clause 18, the Councils agree to delegate to the Committee all matters relating to participation in the Landfill Joint Venture for the purposes of owning and operating the Canterbury regional landfill at Kate Valley and associated transport and collection systems (transfer stations to the landfill only), including without limitation:
- (a) performing the obligations of the Councils under the Shareholders Agreement;
 - (b) exercising the voting rights attached to TCL shares held by the Councils;
 - (c) appointing nominee directors to the board of TCL;
 - (d) considering the issues in relation to any scheme for the equalisation of transport costs between the Councils and if appropriate, developing such scheme;
 - (e) appointing the Councils' representatives at TCL shareholders' meetings.
20. Notwithstanding any statutory power to do so the Councils shall not revoke the delegations to the Committee referred to under clause 18 until TCL is liquidated. By contrast, it is agreed that a Council will be entitled to revoke any other delegation to the Committee referred to under clause 17 as may be provided for by that delegation and subject always to compliance by the Council concerned with all of its obligations in respect of such delegation up to the date of revocation.

ADMINISTRATIVE COSTS

21. Christchurch City Council agrees to provide such management, administrative, secretarial and accounting services as the Committee shall reasonably require at no cost to the other Councils. Nothing in this clause shall prevent any Council agreeing to make a contribution towards those costs. For the avoidance of doubt, where Christchurch City Council is directed to source any such services (ie other than from its own staff) the costs incurred shall be recoverable from the Councils in the percentages given in the table forming part of clause 27.

GOOD FAITH NEGOTIATIONS

22. In the event of any circumstances arising that were unforeseen by the Councils at the time of entering into of this Agreement or in the event of a dispute in any way relating to this Agreement the Councils will negotiate in good faith to resolve that dispute or to add to or vary this Agreement in order to resolve the impact of those unforeseen circumstances in the best interests of:
- (a) the Councils represented on the Committee considered together; and
 - (b) the Canterbury community represented by the Councils considered together.

ARBITRATION

23. Any dispute arising out of the interpretation of this Agreement, including any question regarding its existence, validity or termination, which cannot be resolved by good faith negotiations under clause 21 shall be referred to arbitration.
24. If the Councils are unable to agree upon the appointment of a single arbitrator within 10 working days of the receipt of written notification of the desire of a party to have a dispute arbitrated, or if any arbitrator agreed upon refuses or fails to act within 10 working days of his or her appointment, then any party may request the President for the time being of the Canterbury District Law Society to appoint an arbitrator and the arbitration shall be carried out in accordance with the Arbitration Act 1996. For the purposes of this clause "working day" has the meaning attributed to those words in Section 2 of the Resource Management Act 1991.
25. In this clause time shall be of the essence and the Councils agree to be bound by any arbitration decision, determination or award.

SERVICE OF NOTICES

26. Any notice required to be served under this Agreement may be served in the manner provided in Section 152 of the Property Law Act 1952 and in any event shall be deemed to be served if actually received.
27. A notice under clause 25 must be addressed:
- (a) in the case of Christchurch City Council or the Committee for the attention of the Legal Services Manager at the Civic Offices, 163 Tuam Street, Christchurch (P O Box 237, Christchurch); and

- (b) in the case of every Council other than Christchurch City Council, for the attention of the Principal Administrative Officer of the Council to whom the notice is addressed, to that Council at its principal administrative office.

HOLDING OF TCL SHARES

28. The Councils shall continue to hold 50% of the equity securities of TCL in the proportions in which they subscribed for those shares, being the proportions set out below:

Council	Population (1996 census)	%
Christchurch	322,700	77.8
Waimakariri	32,100	7.8
Hurunui	10,000	2.4
Selwyn	25,000	6.0
Ashburton	25,000	6.0
TOTAL	414,800	100

29. Each Council will fund the capital requirement of TCL from time to time as required by the Shareholders' Agreement, in proportion to their shareholding in TCL.
30. The Councils must appoint their representatives on the Committee as their representative at TCL shareholders meetings in accordance with the Companies Act 1993 and TCL's constitution.

TRANSFER OF TCL SHARES

31. Subject to the terms of this Agreement, in the event that a Council for any reason wishes to transfer any equity securities of TCL, those equity securities shall be offered at fair value to and purchased by the remaining Councils in proportion to their existing shareholding in TCL at a fair value.
32. If the Councils cannot reach agreement on a fair value then the fair value shall be fixed by a single valuer (if the Councils can agree on a single valuer) or otherwise by two valuers (one appointed by the transferring Council and one appointed by the other Councils) and an umpire appointed by such valuers before entering into the determination of such fair value.

33. Such valuer (if one is agreed on) or such umpire shall certify the sum that is in his or her opinion the fair value of the equity securities and in giving such an opinion shall be considered to be acting as an expert and not as a valuer. The provisions of the Arbitration Act 1996 shall not apply and the value of the equity securities shall not be the subject of arbitration.
34. Immediately following the determination of the fair value the transferring Council shall be obligated to transfer, and the other Councils shall be obligated to purchase, the equity securities at the fair value, pro rata in accordance with their current shareholding.
35. Clauses 30 - 33 shall not apply to a transfer of equity securities of TCL held by a Council if the equity securities are transferred with the consent of at least 75% of the votes of the Councils to any one or more of the other Councils.

EFFECT OF COUNCIL AMALGAMATION

36. Subject to the effect of any statutory or regulatory provision that governs the re-organisation of local authorities, if a Council is to amalgamate, merge or join with a local authority that is not a party to this Agreement, and the local authority that is not a party to this Agreement is to be the continuing body:
 - (a) if the Councils unanimously agree, that local authority shall enter an agreement with the Councils on the same terms as this Agreement (except for adjustment of clause 27 to reflect amended population statistics) and the equity securities held by the Council so amalgamating, merging or joining shall be transferred to that local authority; or
 - (b) the equity securities held by the Council so amalgamating, merging or joining shall be offered to and purchased by the remaining Councils on the terms and conditions set out in clauses 30 - 34.

EXECUTED by the Councils on the date set out above

THE COMMON SEAL of)
ASHBURTON DISTRICT COUNCIL)
 was affixed in the presence of)

THE COMMON SEAL of)
CHRISTCHURCH CITY COUNCIL)
 was affixed in the presence of)

THE COMMON SEAL of)
HURUNUI DISTRICT COUNCIL)
 was affixed in the presence of)

THE COMMON SEAL of)
 SELWYN DISTRICT COUNCIL)
 was affixed in the presence of)

THE COMMON SEAL of)
 WAIMAKARIRI DISTRICT COUNCIL)
 was affixed in the presence of)



Canterbury Regional Landfill Joint Committee OPEN MINUTES

Date: Monday 10 August 2020
Time: 9.38am
Venue: Committee Room 2, Level 2, Civic Offices,
53 Hereford Street, Christchurch

Present

Chairperson	Councillor Jimmy Chen - Christchurch City Council
Members	Councillor Robbie Brine - Waimakariri District Council
	Councillor Sam MacDonald - Christchurch City Council
	Councillor Phil Mauger - Christchurch City Council
	Councillor Grant Miller - Selwyn District Council
	Councillor Michael Ward - Hurunui District Council

10 August 2020

Petrea Downey
Committee Hearings Advisor
941 8999
petrea.downey@ccc.govt.nz
www.ccc.govt.nz

Karakia Timatanga:

Given by Councillor Chen

The agenda was dealt with in the following order.

1. Apologies / Ngā Whakapāha

Joint Committee Resolved CRLC/2020/00005

That the apologies received from Councillor McMillan for absence and Councillor Mauger for lateness be accepted.

Councillor Miller/Councillor MacDonald

Carried

2. Declarations of Interest / Ngā Whakapuaki Aronga

Councillor Miller declared an interest in items 4, 5 and 10 of the open and public excluded agendas.

3. Confirmation of Previous Minutes / Te Whakaāe o te hui o mua

Joint Committee Resolved CRLC/2020/00006

That the minutes of the Canterbury Regional Landfill Joint Committee meeting held on Friday, 14 February 2020 be confirmed.

Councillor Miller/Councillor Ward

Carried

6. Review of the Constituting Agreement of the Committee

Joint Committee Resolved CRLC/2020/00007 (Original Staff Recommendation accepted without change)

That the Canterbury Regional Landfill Joint Committee:

1. Supports amending the Constituting Agreement to permit attendance at meetings by audio or video links; and
2. Requests member Councils to formally endorse such a change as soon as possible.

Councillor MacDonald/Councillor Ward

Carried

Joint Committee Decided CRLC/2020/00008

That the Council:

1. Supports amending the Constituting Agreement to permit attendance at meetings by audio or video links; and
2. Requests member Councils to formally endorse such a change as soon as possible.

Councillor MacDonald/Councillor Ward

Carried

7. Appointment of representative to attend Transwaste Canterbury Ltd Annual General Meeting

Officer Recommendations / Ngā Tūtohu

That the Canterbury Regional Landfill Joint Committee:

1. Appoint a member of the Committee to attend and vote at the Transwaste Canterbury Ltd Annual General Meeting in November 2020.
2. Appoint a member of the Committee as an alternate, if the person appointed in recommendation 1 is unable to attend.

Joint Committee Resolved CRLC/2020/00009

That the Canterbury Regional Landfill Joint Committee:

1. Appoint Councillor MacDonald to attend and vote at the Transwaste Canterbury Ltd Annual General Meeting in November 2020.
2. Appoint Councillor Chen as an alternate, if the person appointed in recommendation 1 is unable to attend.

Councillor Ward/Councillor Brine

Carried

8. Landfill Transport Costs

Joint Committee Resolved CRLC/2020/00010 (Original Staff Recommendation accepted without change)

That the Canterbury Regional Landfill Joint Committee:

1. Approve the 2019/20 transport cost payments to Ashburton and Selwyn District Councils as set out in the report:
 - a. Ashburton District Council \$177,229.86
 - b. Selwyn District Council \$59,773.42.
2. Request Transwaste Canterbury Limited to implement the payments set out above, by adjusting its dividend payments to the participating territorial authority shareholders.

Councillor Chen/Councillor Brine

Carried