



**WAIMAKARIRI**  
DISTRICT COUNCIL

# **Council Agenda**

**Tuesday 5 October 2021**

**Commencing at 1.00pm**

**Kaikanui Room  
Ruataniwha Kaiapoi Civic Centre  
176 Williams Street  
Kaiapoi**

***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 **KAIKANUI ROOM, RUATANIWA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI** on **TUESDAY 5 OCTOBER 2021** commencing at **1pm**.

Sarah Nichols  
GOVERNANCE MANAGER

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

**BUSINESS**

*Page No*

1. **APOLOGIES**

2. **CONFLICTS OF INTEREST**

*Conflicts of interest (if any) to be reported for minuting.*

3. **ACKNOWLEDGEMENTS**

4. **CONFIRMATION OF MINUTES**

4.1. **Minutes of meetings of the Waimakariri District Council held on 7 September and 28 September 2021**

*RECOMMENDATION*

14-41

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated minutes of a meeting of the Waimakariri District Council held on 7 September 2021.
- (b) **Confirms**, as a true and correct record, the circulated minutes of a meeting of the Waimakariri District Council held on 28 September 2021.

**MATTERS ARISING**

4.2. **Minutes of the public excluded meetings of the Waimakariri District Council held on 7 September 2021**

*(Refer to public excluded agenda)*

5. **DEPUTATIONS AND PRESENTATIONS**

5.1. **Heather Woods – 108 Butchers Road**

H Wood will speak to Council on the subdivision of her property at 108 Butchers Road and the esplanade reserves / strip that Council can acquire through the subdivision process. This relates to report 8.1 in this agenda.

## 6. ADJOURNED BUSINESS

### 6.1. Approval to Consult on the Waimakariri District Walking & Cycling Network Plan and Infrastructure Prioritisation Programme – Update – A Mace-Cochrane (Graduate Engineer) and D Young (Senior Engineering Consultant)

RECOMMENDATION

42-79

THAT the Council:

- (a) **Receives** Report No. 210920151361;
- (b) **Approves** consultation being carried out on the Walking and Cycling Network Plan (Attachment ii), and the proposed infrastructure prioritisation programme shown in Attachment iii and iv, noting that the timing of specific works will not be part of the consultation information;
- (c) **Approves** retaining the current local share budget of \$563,500 over the next three years of the LTP cycle infrastructure construction, noting the uncertainty regarding the availability of Waka Kotahi funding;
- (d) **Notes** that the duration for delivery of the prioritisation programme will be subject to the budget allocated;
- (e) **Notes** that pre-engagement on improving the understanding of cycleways will be carried out in February 2022, with district-wide consultation occurring at a time to be determined during February and March 2022;
- (f) **Notes** that the change in the timing of consultation will be advised to the Community Boards and to the Walking and Cycle Network Plan Reference Group;
- (g) **Notes** that the results of the public consultation and final proposals will be presented to the Community Boards and then Council for approval;
- (h) **Notes** the plan and prioritisation of routes will be reviewed every three years.

## 7. RECOVERY PROJECTS

### COVID-19 RECOVERY PLANNING / SHOVEL READY PROJECTS

*Refer Public Excluded Agenda Item 19.2.*

### 29-30 MAY 2021 ADVERSE WEATHER EVENT RECOVERY

#### 7.1. May 2021 Flood Recovery – Termination Report – S Hart (Recovery Manager)

RECOMMENDATION

80-107

THAT the Council:

- (a) **Receives** Report No. 210922153158.
- (b) **Notes** the significance and scale of the May Canterbury Flood event as detailed in section three of this report.
- (c) **Notes** the activities and programme of work undertaken during the flood recovery phase of the May flood event.

- (d) **Notes** the ongoing flood recovery work that will continue as part of Council BAU work programmes, and will reported on through normal management and governance processes.
- (e) **Notes** termination of formal 'coordinated recovery' has occurred, and the support provided by the Recovery Management function is no longer required.
- (f) **Acknowledges** the support of key organisations involved in the recovery phase of this event, and in particular the North Canterbury Rural Support Trust for their work within the rural communities.
- (g) **Notes** both the learnings captured from this flood event, and the opportunities identified for improvements to future recovery activities of Council.
- (h) **Supports** a further review of the Council's Recovery Management arrangements by Council staff, with the intention of considering how the learnings and opportunities identified in this report might be used to improve recovery operations for future events.
- (i) **Notes** the importance of ongoing development and inclusion of critical GIS resources to support both the EOC for future emergency responses, and the Recovery Management Team for future recovery activities.
- (j) **Notes** a report will be made to the draft 2022/23 Annual Plan Budget meeting in January 2022 regarding funding for specialist advice in developing the Council's Recovery Plan and related processes for use in future recovery events.
- (k) **Notes** that the development of a District Recovery Plan may result in a request for further resourcing to enable greater disaster recovery capacity within Council. Any such further resourcing would be subject to a further report to Council for consideration.
- (l) **Circulates** this report to the Community Boards for their information.

## 8. REPORTS

### 8.1. Esplanade Reserve/Strip 108 Butchers Road – C Brown (Manager Community and Recreation)

*Note: This report will be considered immediately following the deputation 5.1.*

#### RECOMMENDATION

108-133

**THAT** the Council:

- (a) **Receives** Report No. 210827138860.
- (b) **Approves** an Esplanade Reserve as the appropriate esplanade to be acquired should subdivision of 108 Butchers occur.
- (c) **Approves** the width of the Esplanade reserve to be 20m wide.
- (d) **Notes** that Council will be responsible for maintenance and any future development of the land should an esplanade reserve be acquired.
- (e) **Notes** that the provision of an esplanade reserve is considered the best option due to the reasons detailed in the District Plan being that the Ohoka Stream has conservation, natural hazard mitigation, access and recreational use values.



8.2. **Maintenance of Pou at Entrance to Pegasus Town – C Brown (Community and Recreation Manager)**

*RECOMMENDATION*

134-144

**THAT** the Council:

- (a) **Receives** report No. 210923153767
- (b) **Notes** the quoted cost for restoration of the six pou at Pegasus town entrance and others at the pā site boundary as \$9,600.00.
- (c) **Approves** additional budget allocation of \$20,000 for the Pegasus pou restoration project.
- (d) **Notes** that should this be approved, staff will work with Tribal Pataka Management (Fayne Robinson, Riki Manuel) to complete this restoration project.
- (e) **Notes** that staff will contact the current land owners to engage and collaborate with for the restoration of the pou.
- (f) **Notes** that staff will engage with the current land owners to develop a legal agreement between Council and the Golf Club for the provision of maintenance and preservation of this area of land and the pou.
- (g) **Notes** that staff will advise the Council of any progress, project dates etc.
- (h) **Circulates** this report to the Mahi Tahi Joint Development Committee for information.

8.3. **District Parking Strategy draft approval to publicly consult – V Thompson (Business and Centres Advisor)**

*RECOMMENDATION*

145-192

**THAT** the Council:

- (a) **Receives** report no. 210901140170;
- (b) **Notes** the draft District Parking Strategy at attachment (i);
- (c) **Notes** the proposed public consultation timeframe from 18 October to 14 November 2021 (a period of four weeks);
- (d) **Notes** the draft Strategy reflects feedback (where appropriate and practicable) from the Community Boards as well as Ableys Transportation Consultants;
- (e) **Notes** the public consultation document (attachment ii) and the proposed engagement process outlined in the consultation communications plan (attachment iii);
- (f) **Notes** that following public consultation, the draft Strategy will be updated to reflect community feedback before a final version is brought back to the Council for adoption on 7 December 2021, along with a report detailing consultation feedback;
- (g) **Notes** that disability parking provision will be further addressed as part of the Accessibility Strategy Review in 2022;
- (h) **Approves** the draft Strategy (attachment i) for public consultation once it has been updated to reflect Councillor feedback (where applicable).

8.4. **North East Rangiora Development Area proposal** - Hearing Panel, Mayor D Gordon (Chair), Councillors P Williams and J Ward

RECOMMENDATION

193-209

THAT the Council:

- (a) **Receives** Report No. 210916149478.
- (b) **Adopts** Option 1 thereby adopting the following budgets and approving the changes to the Development Contributions Policy Schedule as described.

Budget/Project Name	Financial year	Budget Amount
Outer East Rangiora North/South Collector Road – District Level of Service	2023/24	\$500,000
Outer East Rangiora North/South Collector Road – District Level of Service	2028/29	\$500,000
Outer East Rangiora North/South Collector Road - District Growth	2023/24, 28/29	\$1,000,000
Outer East Rangiora North/South Collector Road – Outline Development Plan Growth	2023/24, 28/29	\$6,000,000
Kippenberger/MacPhail Roundabout – District Level of Service	2022/23	\$416,250
Kippenberger/MacPhail Roundabout - District Growth	2022/23	\$416,250
Kippenberger/MacPhail Roundabout - Outline Development Plan Growth	2022/23	\$416,250
Outer East Rangiora Shared Path (East/West Collector Road) - Outline Development Plan Growth	2028/29	\$220,000

- (c) **Notes** that on adoption, the development contributions become effective immediately. The rates impact will be effective at the financial year the works are planned for.
- (d) **Notes** the updated Development Contributions Policy Schedule will be available on the Council's website or on request.

8.5. **Reconsideration of 3 Waters Rating Structure** – K Simpson (3 Waters Manager)

RECOMMENDATION

210-236

THAT the Council:

- (a) **Receives** report No. 210517078096.
- (b) **Notes** the difficulties that the Government's Three Waters Reform proposals have made to the originally intended programme for public consultation on the matter of 3 Waters district wide rating.
- (c) **Agrees** that any decision to commence reconsideration of 3 Waters rating structures should be postponed until after clarity about the outcome of the Three Waters Reforms has been reached.
- (d) **Requests** that staff will report back to Council on this matter after the outcome of the proposed Three Waters Reforms is known.

- (e) **Notes** that an opportunity exists to proceed with consideration of rating structure changes for stockwater and or rural land drainage activities, whether or not the Three Waters Reforms proceed in their current form.
- (f) **Notes** the following possible programme of key dates, based on the assumption that certainty regarding the Three Waters Reforms is achieved by March 2022, and which could apply to either a full 3 Waters activities rates review, or stockwater and rural land drainage only:

Period	Action
March 2022	Signal Council's intent to consider proposal for 3 Waters district wide rating review in the draft Annual Plan
April - July 2022	Establish a Working Party to review and update the proposals and effects on rates considered by the original Working Party, potentially extending the scope to include stockwater
August 2022	Report to Council seeking endorsement of the updated conclusions from the Working Party
October 2022	Local Body elections
February 2023	Report to new Council to confirm the August 2022 resolution
April - July 2023	Special Consultative Procedure to seek community views
August - December 2023	Prepare draft budgets based on the SCP outcome
July 2024	Implementation with 2024/34 LTP

- (g) **Notes** that if decisions about the Three Waters Reform have not been made by March 2022, there will not be adequate time to reconsider 3 Waters rating structure in time for their implementation in the 2024/34 LTP.

8.6. **Confirm Storage Upgrade Solution and Budget for Mandeville Water Head Works Storage Upgrade – S Fauth (Project Engineer and C Roxburgh (Water Asset Manager)**

*RECOMMENDATION*

237-244

**THAT** the Council:

- (a) **Receives** report No. 210819136073;
- (b) **Approves** a \$350,000 budget increase on the Mandeville Storage Upgrade budget (PJ 101592.000.5103) for 2021/22 in order to achieve the single stainless steel tank solution.
- (c) **Notes** that it has been calculated that there will be an increase to the Mandeville water supply development contribution by about \$174 per unit, from \$1,236 currently to \$1,410 per unit.
- (d) **Notes** that there will be an increase to the Mandeville water rate of approximately \$12 per unit of water per year, which is approximately 4% of the water component of the rate.

- (e) **Notes** that this single stainless steel tank option is the recommended solution due to greater resilience, lowest risk of contamination, and minimal ongoing operating costs.
- (f) **Notes** that an alternative option was assessed by Council staff to instead provide a multiple plastic tank (“tank farm”) solution, such that the project can be completed within the total budget available. However this option is not recommended due to the heightened risk of failure and operational and maintenance challenges.
- (g) **Circulates** this report to the Oxford-Ohoka Community Board for their information.

8.7. **Greater Christchurch Partnership and Urban Growth Partnership Memorandum of Agreements – J Harland (Chief Executive)**

*RECOMMENDATION*

245-283

**THAT** the Council:

- (a) **Receives** Report No. 210915148047.
- (b) **Approve** the Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreement (Attachment i) and updated Greater Christchurch Partnership Committee Memorandum of Agreement (Attachment ii).
- (c) **Delegate** responsibility to the Greater Christchurch Partnership Independent Chair to make any minor non-material amendments to the Agreements.
- (d) **Delegate** responsibility to the Mayor/ Chair to execute the Agreements.
- (e) **Note** that officers are in discussions with mana whenua representatives on the potential of mana whenua / Ngāi Tahu gifting a name for the Greater Christchurch Urban Growth Partnership Committee.
- (f) **Note** that Mayor Dan Gordon, Deputy Mayor Neville Atkinson and Councillor Niki Mealings remain the appointed members of the Greater Christchurch Partnership Committee until the conclusion of the 2022 triennial general election under Clause 31 of Schedule 7 of the Local Government Act 2002.
- (g) **Note** that once the Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreement (Attachment i) has been approved by all parties to the Agreement the Waimakariri District Council are recommended to:
  - a) **Resolve** to appoint the Greater Christchurch Urban Growth Partnership Committee, in accordance with Clause 30 and Clause 30A of Schedule 7 of the Local Government Act 2002;
  - b) **Appoint** the Waimakariri District Council’s Greater Christchurch Partnership Committee members being Mayor Dan Gordon, Deputy Mayor Neville Atkinson and Councillor Niki Mealings as the appointed members of the Greater Christchurch Urban Growth Partnership Committee until the conclusion of the 2022 triennial general election under Clause 31 of Schedule 7 of the Local Government Act 2002.

- c) **Resolve** under Schedule 7 Clause 30(7) of the Local Government Act 2002 that the Greater Christchurch Partnership Committee and the Greater Christchurch Urban Growth Partnership Committee are not discharged following triennial general elections, in accordance with clause 5.6 of the Memorandum of Agreements.
- d) **Delegate** to the Greater Christchurch Urban Growth Partnership Committee the authority to adopt a new name.

8.8. **2022 Council Meeting Schedule – S Nichols (Governance Manager)**

*RECOMMENDATION*

284-288

**THAT** the Council:

- (a) **Receives** report No 210920151295.
- (b) **Adopts** the following meeting schedule for the period from 24 January to 4 October 2022 (as outlined in Trim 210902141186).

- (i) Ordinary Council Meeting Dates commencing at 1pm on the first Tuesday of the month:

1 February 2022	1 March 2022	5 April 2022
3 May 2022	7 June 2022	5 July 2022
2 August 2022	6 September 2022	4 October 2022

- (ii) Council meetings relating to (Draft) Annual Plan and Annual Report including submissions and hearings:

2 and 3 February 2022 (Budgets)	4 and 5 May 2022 (Hearings)	24 and 25 May 2022 (Deliberations)
14 June 2022 (Adoption)	21 June 2022 (Reserve Adoption)	4 October 2022 (Annual Report)

- (c) **Adopts** the following meeting schedule for the period from 24 January 2022 to 4 October 2022 for Committees:

- i. Audit and Risk Committee commencing at 9am on Tuesdays:

15 February 2022	15 March 2022	17 May 2022
19 July 2022	23 August 2022	20 September 2022

- ii. District Planning and Regulation Committee at 1pm on Tuesdays:

22 February 2022	26 April 2022	21 June 2022
23 August 2022	20 September 2022	

- iii. Community and Recreation Committee generally at 3.30pm on Tuesdays:

15 February 2022	15 March 2022	31 May 2022
19 July 2022 (1pm)	16 August 2022	20 September 2022

- iv. Utilities and Roading Committee generally at 3.30pm on Tuesdays:

22 February 2022	22 March 2022	26 April 2022
17 May 2022	21 June 2022	19 July 2022
23 August 2022 (4pm)	27 September 2022	

- v. Mahi Tahi Joint Development Committee at 9am on Tuesdays:

8 February 2022	8 March 2022	5 April 2022
14 June 2022	12 July 2022	6 September 2022

- vi. Land and Water Committee at 1pm on Tuesdays

15 February 2022	22 March 2022	17 May 2022
16 August 2022	27 September 2022	

- vii. District Licencing Committee at 9am on Fridays

28 January 2022	25 February 2022	25 March 2022
29 April 2022	27 May 2022	15 July 2022
26 August 2022	23 September 2022	

- viii. Waimakariri Water Zone Committee at 3.30pm on Mondays

31 January 2022	4 April 2022	4 July 2022	5 September 2022
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- (d) **Notes** the Mahi Tahi Joint Development Committee dates and locations will be subject to further confirmation with our Ngāi Tūāhuriri partners.
- (e) **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.
- (f) **Notes** the Community Boards will adopt their own timetable at their meetings held during October and November 2021, as proposed in Trim 210902141186.
- (g) **Notes** that no formal meetings are scheduled for Councillors on the weeks of 18 April, 27 June, 25 July and 29 August 2022.
- (h) **Circulates** a copy of the finalised meeting times to Ngāi Tūāhuriri partners and the Community Boards for their reference.

## 9. MATTERS REFERRED FROM COMMITTEES/COMMUNITY BOARDS

Nil.

## 10. WELLBEING, HEALTH AND SAFETY

### 10.1. Wellbeing, Health and Safety Report September 2021 – J Harland (Chief Executive)

*RECOMMENDATION*

289-299

**THAT** the Council:

- (a) **Receives and Notes** Report No. 210924154678
- (b) **Notes** that there were no notifiable event this month. 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.

11. **COMMITTEE MINUTES FOR INFORMATION**

Nil.

12. **COMMUNITY BOARD MINUTES FOR INFORMATION**

Due to the national Covid Level 4 lockdown restrictions, there were no Community Board meetings held during September 2021.

13. **REPORTS FOR INFORMATION FROM THE UTILITIES AND ROADING COMMITTEE MEETING OF 21 SEPTEMBER 2021**

13.1. **Eastern Districts Sewer Scheme Annual Compliance Monitoring Report 2020-2021** – L Hurley (Project Planning and Quality Team Leader) and K Simpson (3 Waters Manager)

13.2. **May 2021 Flood Event – Update on Service Requests** – C Fahey (Water Operations Team Leader) and K Simpson (3 Waters Manager)

*RECOMMENDATION*

300-363

**THAT** Items 13.1 and 13.2 be received for information.

14. **CORRESPONDENCE**

Nil.

15. **MAYOR'S DIARY**

15.1. **Mayor's Diary 1 - 28 September 2021**

*RECOMMENDATION*

364-366

**THAT** the Council:

(a) **Receives** report no 210929157054.

16. **COUNCIL PORTFOLIO UPDATES**

16.1. **Iwi Relationships** – Mayor Dan Gordon

16.2. **Greater Christchurch Partnership Update** – Mayor Dan Gordon

16.3. **Canterbury Water Management Strategy** – Councillor Sandra Stewart

16.4. **International Relationships** – Deputy Mayor Neville Atkinson

16.5. **Regeneration (Kaiapoi)** – Councillor Al Blackie

16.6. **Climate Change and Sustainability** – Councillor Niki Mealings

16.7. **Business, Promotion and Town Centres** – Councillor Joan Ward

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:

<b>Item No</b>	<b>Minutes/Report of</b>	<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
19.1	Minutes of public excluded portion of Council meeting of 7 September 2021	Confirmation of minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)
<b>REPORTS</b>				
19.2	Report of R Kerr	Kaiapoi Stormwater and Flooding Improvements Scope of Tranche Two and financial Delegations	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.3	Report of D Young (Senior Engineering Advisor) and J McBride (Roading and Transportation Manager)	Purchase of land at realigned portion of Lees Valley Road	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.4	Report of S Hart (Business and Centres Manager)	Kaiapoi South Mixed Use Business Area – Development Proposal MOU	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.5	Report of S Hart (Business and Centres Manager)	North of High Car Parking Building proposal	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.6	Report of C Brown (Community and Recreation Manager)	Property Purchase, Rangiora	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.7	Report of R Hawthorne (Property Manager)	Ashley Gorge Kiwi Holiday Park Lease	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.8	Report of R Hawthorne (Property Manager)	Land Purchase Rangiora	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.9	Report of C Roxburgh (Water Asset Manager)	Agreement for Oxford Water Main Joints	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.10	Report of J Millward (Manager Finance and Business Support)	Reappointment of Te Kōhaka o Tūhaitara Trustees	Good reason to withhold exists under Section 7	Section 48(1)(a)



<b>MATTER REFERRED FROM AUDIT AND RISK COMMITTEE MEETING OF 21 SEPTEMBER 2021</b>				
19.11	Report from J Harland (Chief Executive)	Reappointment of Waimakariri Irrigation Limited (WIL) Director	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:

<b>Item N°</b>	<b>Reason for protection of interests</b>	<b>LGOIMA Part 1, Section 7</b>
19.1 – 19.11	Protection of privacy of natural persons; To carry out commercial activities without prejudice; Maintain legal professional privilege; Enable Council to continue with (commercial) negotiation without prejudice or disadvantage Prevent the disclose of information for improper gain or advantage	Section 7 2(a) Section 7 2(b)ii Section 7 (g) Section 7 2(i)  Section 7 (j)

**CLOSED MEETING**

*See Public Excluded Agenda.*

**OPEN MEETING**

20. **NEXT MEETING**

The next scheduled ordinary meeting of the Council will occur on Tuesday 2 November 2021, Waimakariri District Council Chambers, Rangiora Service Centre, 215 High Street, Rangiora.

**MINUTES OF A MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD VIA ZOOM LINK DUE TO NATIONAL COVID-19 LOCKDOWN RESTRICTIONS ON TUESDAY 7 SEPTEMBER 2021, COMMENCING AT 1PM**

**PRESENT**

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

**IN ATTENDANCE**

J Harland (Chief Executive), G Cleary (Manager Utilities and Roading), C Brown (Manager Community and Recreation), T Tierney (Manager Planning and Regulation), K Simpson (3 Waters Manager), D Roxborough (Implementation Project Manager – District Regeneration), J McBride (Roading and Transportation Manager), S Hart (Business and Centres Manager), C Roxburgh (Water Asset Manager), K Waghorn (Solid Waste Asset Manager), D Young (Senior Engineering Advisor), K Straw (Civil Project Team Leader), M Bacon (District Plan Manager), C Fahey (Water Operations Team Leader), R Hawthorne (Property Manager) A Mace-Cochrane (Graduate Engineer), V Thompson (Business and Centres Advisor), A Smith (Governance Coordinator).

1. **APOLOGIES**

There were no apologies.

2. **CONFLICTS OF INTEREST**

Conflicts of Interest were declared in the public excluded part of the meeting, relating to Item 19.3.

3. **ACKNOWLEDGEMENTS**

There were no acknowledgements.

4. **CONFIRMATION OF MINUTES**

4.1. **Minutes of meetings of the Waimakariri District Council held on 3 and 24 August 2021**

Moved Councillor Atkinson

Seconded Councillor Redmond

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated minutes of a meeting of the Waimakariri District Council held on 3 August 2021.
- (b) **Confirms**, as a true and correct record, the circulated minutes of a meeting of the Waimakariri District Council held on 24 August 2021.

**CARRIED**

**MATTERS ARISING**

Councillor Barnett enquire on the status of a report to Council previously requested on the condition of rural roads and improvements following the flooding event of May 2021. Mayor Gordon advised that a report would be provided by staff at the next meeting of Council.

4.2. **Minutes of the public excluded meetings of the Waimakariri District Council held on 3 and 24 August 2021**

*(Refer to public excluded minutes).*

5. **DEPUTATIONS AND PRESENTATIONS**

There were no deputations.

6. **ADJOURNED BUSINESS**

There was no adjourned business.

7. **RECOVERY PROJECTS**

**COVID-19 RECOVERY PLANNING / SHOVEL READY PROJECTS**

J Harland advised that on Wednesday, 8 September with Covid Delta Alert Level 2 for the South Island, staff would be returning to work at Council premises on a phased basis and protocols are being progressed for managing the public interface. There would be masks available for the public at the Service Centres, the Libraries and Aquatic Centres. Within other work areas, distancing would need to be maintained. The cost to Council of this Covid shut down, but based on a pro-rata basis of the last shut down, was estimated to be between \$200,000 and \$300,000.

Mayor Gordon thanked J Harland for his leadership and staff for the support that had been provided to elected members and the community during this lockdown period. The Governance team would be providing advice on how meetings would be conducted under the upcoming Level 2 Covid Alert Level. There would be challenges for finding meeting rooms big enough to accommodate elected members and staff, while adhering to the socially distancing requirements.

7.1. **Oxford Wastewater Stimulus Projects Update – C Roxburgh (Water Asset Manager) and C Fahey (Water Operations Team Leader)**

C Roxburgh, C Fahey, K Simpson and G Cleary were present for the consideration of this report. C Roxburgh provided background information on the budget which had originally been allocated as part of the stimulus programme work for the Oxford wastewater system and why the reason for recommending that some of this budget be reallocated. This reallocation presented an opportunity for a reduction in plant operation costs, as a result of the purchase of additional monitoring equipment which improved the current sludge management processes. The Masterplan attached to the report was in a draft format, and further information on inflow and infiltration was still needed to be included. The Masterplan would be presented once it is completed.

Councillor Doody questioned if problems were caused when vented manholes got covered in water during heavy rainfall. C Roxburgh agreed that water getting into the sewer system was a problem, however assessments were being carried out by private property inspections. Letters were being sent to residents of properties where there was no riser around the gully trap. It was a simple process to install a riser and would make an improvement in reducing water levels in the treatment plant. K Simpson added that currently there were a number of projects in Oxford to address stormwater flooding including investigations to improve the drainage system to mitigate stormwater inundating the wastewater system.

Councillor Mealings sought clarification of the levels of inflow and infiltration (I&I) in Oxford during the May/June 2021 rainfall event. C Roxburgh said the treatment plant was constrained during high rain events, noting that this was categorised as a one in fifty year event. C Fahey added that the Oxford treatment plant was mechanical, whereas other plants in the district had treatment pond systems, which resulted in making the Oxford plant very compact and sensitive to water level fluctuations. Under normal circumstances, there were no isolated areas where significant amounts of water were getting into the wastewater system. However many small leaks throughout the system added up to significant inflow, which would continue to be closely monitored and data gathered.

Councillor Stewart noted that the National Policy Statement on Freshwater, allows a maximum of 120kg of nitrate per year per hectare, and enquired what formula would be put in place to meet the requirement. Councillor Stewart also asked how robust the Oxford plant would be in addressing future nitrate levels. C Roxburgh explained that as the Master Plan was still in draft form, further information would be made available to the consultant prior to the final report being completed. It was noted that, with the resource consent renewal for the wastewater treatment plant not due for ten years, there is still time for consideration of all options.

Councillor Redmond asked about the Henley Sludge Age Controller which the Christchurch City Council had offered to the Council for a nominal price. C Roxburgh noted that options would continue to be explored with or without the other proposed changes.

Councillor Atkinson asked if it was likely this scheme would need to be replaced by building a pipeline to the Eastern District Sewerage Scheme which connected to Rangiora. Significant money had been, and would continue to be spent on required upgrades to this scheme. C Roxburgh explained the cost of piping to Rangiora would be approximately \$20 million compared to the \$3 million that was being spent currently. There would also be indirect costs as a result of more pressure on the system, as well as the consuming capacity once the waste got to Rangiora and therefore the suggestion of a connection to Rangiora was not considered to be a viable option at this time.

Councillor Ward enquired, in the interest of sustainability, if there was an opportunity for water to be treated and reused, rather than sending it out to sea. G Cleary responded that this was done in a many countries where there was a shortage of water, as well as some areas in the North Island. It was fortunate that there was an abundance of good potable water in the Waimakariri district. He stated it was expensive to treat wastewater to a potable level and concluded that it was an unrealistic option at present.

Councillor Doody expressed concern at the cost to Oxford ratepayers and asked that staff keep the community informed. It was agreed that there would be communication with the Oxford residents once the Master Plan for the Oxford Wastewater Treatment Plan was completed.

Moved Councillor Doody

Seconded Councillor Williams

**THAT** the Council:

- (a) **Receives** Report No. 210811131529.
- (b) **Notes** that initial investigations into inflow and infiltration (I&I) on the Oxford wastewater system had identified some areas to make minor improvements, and that overall the system was, on average, performing similar to typical threshold levels for wastewater systems in New Zealand.

- (c) **Notes** that the Master Plan for the Oxford Wastewater Treatment Plant (WWTP) was still being finalised, however it was likely to identify a Membrane Aerated Biofilm Reactor (MABR) as the optimum upgrade method to meet achieve a renewal of the resource consent by 2031, taking into account future expected requirements, with a recommended budget figure of \$2.9 million, as well as identifying a need for further sampling to be undertaken in the coming years, and that a further report would be presented outlining these requirements and costs.
- (d) **Notes** that investigations into options to resolve high costs associated with sludge disposal at the Oxford WWTP had identified modifications to existing processes, following installation of new monitoring equipment as the recommended option.
- (e) **Approves** the reduction of the Inflow and Infiltration Investigations Stimulus Budget by \$164,000 and the creation of two new capital Stimulus budgets for the Oxford scheme called Oxford WWTP Monitoring Upgrades to the value of \$164,000.
- (f) **Notes** that it had been forecast that with the additional monitoring equipment, and optimisation of the current sludge management processes (informed by this new equipment), operational savings in the order of \$85,000 to \$113,000 per year were forecast, which would result in ratings reductions of \$95 to \$127 per connection per year, but that these savings may take several years to realise, and these projections would be updated following the completion of initial trials that were underway currently.
- (g) **Notes** that some investigations and further analysis on the Oxford wastewater scheme was still ongoing, and that a further report would be brought to the Utilities and Roading Committee at the conclusion of the Stimulus funded works.
- (h) **Circulates** this report to the Oxford-Ohoka Community Board for their information.

**CARRIED**

Councillor Doody expressed thanks for the report and the understanding that it provided regarding the future requirements of the wastewater treatment plant.

Councillor Williams stated that the report provided information on the system and the savings that could be made, both short term and long term.

Councillor Stewart believed it was important to continue to monitor costs and to keep the system operating within the limits of Plan Changes and National Policy Statements.

Mayor Gordon supported the motion, noting that the issues with the Oxford Treatment Plan was a longstanding matter. It was important to keep the community informed and for the plant to be updated so as to function as it was intended.

## **29-30 MAY 2021 ADVERSE WEATHER EVENT RECOVERY**

### **7.2. May 2021 Flood Event and Emergency Works - Updated Costs – G Cleary (Manager Utilities and Roothing)**

G Cleary, K Simpson, C Roxburgh and J McBride and S Hart were present during the consideration of the report. G Cleary provided an update on the funding required and requested approval of the updated costs, as listed in recommendation (b) of the report. The costs are for work in the Roothing and Greenspace areas specifically, and there was no additional funding required for three waters work. There were still a series of service requests being worked through, and there was no further funding being requested for any new work.

Councillor Williams asked for information to be provided on the total cost to the region in relation to the May 2021 flood event. G Cleary agreed a best estimate could be provided to Councillors and would be included in the final Recovery report from S Hart to the Council's October 2021 meeting.

Following a question from Councillor Barnett on the availability of any additional Government funding for emergency work, it was advised that there had been no additional Government funding sources available. J McBride added that the funding rate from NZTA, for the emergency works claim may generate a higher claim level of 71%. Regarding the closed fords, Councillor Barnett advised that some local residents were ignoring the "Closed Ford" signage and continued to use the fords, now that the water levels were low. J McBride said there would be information provided to the community on the reasons for the fords still being closed.

Moved Councillor Ward

Seconded Councillor Barnett

**THAT** the Council:

- (a) **Receives** Report No. 210817135255;
- (b) **Approves** budget of \$2.82 million in response to the flood event and recovery from the flood damage as follows:

<b>Asset Area</b>	<b>Budget for Approval \$</b>
Water	Nil
Wastewater	Nil
Drainage	Nil
Roothing (GL 10.270.588.2442)	2,640,000
River Flood Works	Nil
Greenspaces (GL 10.537.050.1688)	166,000
Property (GL 10.163.739.2570)	5,250
<b>TOTAL</b>	<b>\$2,811,250</b>

- (c) **Notes** that the Roothing budget would be funded partially by Waka Kotahi (estimated \$1.589m subject to approval) and partially from general rates (estimated \$1.051m) which would be loan funded;
- (d) **Notes** that the Greenspace and Property budgets would be funded from general rates (estimate \$171,250) which would be loan funded;
- (e) **Notes** that the total rating impact from this additional budget, less the Waka Kotahi co-funding, was \$3.15 per ratepayer or 0.10%;

- (f) **Notes** that staff were continuing to work with Waka Kotahi, insurers and other external parties to secure funding for the works where available;
- (g) **Notes** that a separate report had been prepared covering the Mountain Road flooding affecting the Oxford Rural No.2 water supply, therefore that budget request was not covered within this report (refer report no. 210723120988);
- (h) **Circulates** this report to all Community Boards for information.

**CARRIED**

Councillor Ward complimented the recovery effort following this significant rainfall event.

Councillor Barnett said the recovery effort had been good and acknowledged the support that had been provided to the community during this time. Councillor Barnett added that it was important to keep the communication lines open on outstanding issues relating to the rain event.

It was suggested that a debrief be provided to the Council on this event and if it could be scheduled prior to the October 2021 Council meeting.

Councillor Doody thanked staff for the significant work that had been undertaken in restoring infrastructure, especially the roading in Lees Valley.

Councillor Redmond supported the motion and noted that this event had been a good example of local knowledge and local contacts in times of emergency.

## 8. REPORTS

### 8.1. Canterbury Waste Joint Committee: Request Environment Canterbury to Re-join Canterbury Waste Joint Committee and Host Staff Resource – K Waghorn (Solid Waste Asset Manager)

K Waghorn presented the report which sought the approval to support the recommendations from the Canterbury Waste Joint Committee meeting of 2 September 2021. The recommendations included the creation of a new staff position; to approve an increased budget for regional waste minimisation and to invite Environment Canterbury to re-join the Committee.

Councillor Doody queried why the new staff position would be based with Environment Canterbury (ECan), and not with the Christchurch City Council. K Waghorn explained that the position would have a regional focus and as such was better located within Environment Canterbury.

Councillor Blackie queried what would happen regarding the proposed new position, if ECan did not agree to re-join the Committee. K Waghorn advised that a further report would need to be presented to the Joint Committee.

Moved Councillor Brine

Seconded Councillor Barnett

**THAT** the Council:

- (a) **Receives** Report No. 210811131920.
- (b) **Approves**, subject to the conditions in 2(c) of the Canterbury Waste Joint Committee recommendations to member Councils to:

- i. Agree that a new staff position be created to progress waste minimisation and management initiatives across the region and improve regional collaboration.
  - ii. Agree that the budget for regional waste minimisation be increased from \$112,000 to \$192,000, to be adjusted annually for inflation.
  - iii. Agree that Environment Canterbury be invited to become a member of the Committee on the same terms and conditions as its previous membership.
- (c) **Notes** that the Waimakariri District Council approval is subject to Environment Canterbury re-joining the Canterbury Waste Joint Committee, and to hosting and funding overheads and other costs over and above the salary of the regional staff member.
- (d) **Notes** that the proposed increase in total CWJC funding would see the Waimakariri District Council's funding share increase from \$9,441.60 to \$19,287.05 in 2022/23.
- (e) **Notes** that that the budget allowance for Canterbury Waste Joint Committee funding in the 22/23 year is \$30,000, therefore the 2021-31 Long Term Plan budget allocation to fund the Canterbury Waste Joint Committee out of the Waste Minimisation Account was sufficient to cover the proposed level of funding.
- (f) **Notes** that the activities and projects in the Waste Minimisation Account are primarily funded by the waste disposal levy received from the Ministry for the Environment.
- (g) **Notes** that any further amendments to the regional waste minimisation budget and contributions from individual Councils would be brought back to the Council for approval.
- (h) **Notes** that Environment Canterbury withdrew from the Canterbury Waste Joint Committee in 2010/11 in order to focus on hazardous waste in combination with industrial pollution as a core activity.
- (i) **Notes** that staff from Environment Canterbury have continued to contribute time toward the regional staff group since 2011/12 and supported this proposal, however and their appetite to re-join has not been canvassed with any ECan managers, the Chief Executive or Councillors.
- (j) **Notes** that the recruitment timeline for the staff position was dependent on receiving approval from all contributing Councils and whether or not Environment Canterbury agrees to re-join the CWJC and to host the staff position.

**CARRIED**

In support of the motion, Councillor Brine considered that this was a good opportunity to have a person employed who could look at the bigger projects on a regional basis. The decision would come from the ECan Councillors on whether they wished to re-join the Committee. Councillor Brine noted that he would not like to see the opportunity lost, even if ECan chose not to join the Joint Committee and urged colleagues to support the motion.

Councillor Barnett concurred with Councillor Brine's comments, and supported having a dedicated resource to reduce waste on a regional basis. This was a regional issue and noted that the local community had been in support of this initiative.



Councillor Mealings endorsed the motion, supporting colleagues comments that this was a regional issue.

Mayor Gordon supported the motion and thanked Councillor Brine for his work and expertise in this area.

**8.2. Approval to Consult on the Waimakariri District Walking and Cycling Network Plan and Infrastructure Prioritisation Programme – Update – D Young (Senior Engineering Advisor) and A Mace-Cochrane (Graduate Engineer)**

A Mace-Cochrane, D Young and K Straw were present during the consideration of this report, which provided feedback from the Community Boards and sought approval to consult on the Waimakariri District Walking and Cycling Network Plan and associated programme.

Councillor Barnett requested that the maps that would be consulted on, be available to the meeting, and it was agreed to adjourn consideration of this report at 2.22pm, to allow time for staff to provide the maps to the Councillors.

Due to new funding information which had been received at this time, it was agreed to adjourn this matter of business and a report would come back to the Council at a future date.

**8.3. Hakarau Road – Proposed Partial Road Stopping – R Qu (Property Assets Advisor - Assets Planning, Acquisitions & Disposals) and D Young (Senior Engineering Advisor)**

D Young spoke to this report which sought approval for the partial stopping of Hakarau Road on behalf of Clampett Investments, and authorising the Chief Executive to sign a Private Development Agreement (PDA) with the developer. D Young provided information on the agreement and also noted that the developers supported the terms of the agreement.

Councillor Stewart noted that installation of traffic lights had previously been mentioned. D Young confirmed that building the road and the installation of traffic lights would need to be undertaken before any development progressed.

Following a question from Councillor Redmond, D Young advised that staff both from the Council and NZTA had considered all safety matters at this site, and acknowledged that it was close to the Motorway.

Moved Councillor Atkinson

Seconded Councillor Blackie

**THAT** the Council:

- (a) **Receives** report No. 210811132101.
- (b) **Receives** the Road Stopping application from Misura Surveying Solutions which had been prepared on behalf of Clampett Investments.
- (c) **Approves** the stopping of the road portions being Lot 203 and Lot 204 as per the proposal received.
- (d) **Authorises** the Chief Executive to sign the Private Development Agreement (Attachment ii Trim 210901140190), allowing for minor word changes and alterations.

- (e) **Approves** the disposal of the stopped road to Clampett Investments at no cost (noting the vesting to Council of an equivalent area by them as road with no compensation payable).
- (f) **Authorises** the Chief Executive and Property Manager to finalise the necessary legislative and process actions required to stop the road and then complete the transactions, at no cost to Council.
- (g) **Notes** that the Private Development Agreement address such matters as the road stopping and vesting, allocation of costs, the link strip along Smith Street and the staging of the carparks, cycle parks and landscaping.
- (h) **Notes** that all costs associated with stopping the road, transferring it to the ownership of the neighbouring landowner and the vesting of equivalent area as road shall be covered at by Clampett Investments i.e. at no cost to the Council.
- (i) **Notes** that should the approved process referenced in recommendation (l) below be successful, Council would, by public notice, declare that portion of Hakarau Road identified in the application is stopped and that it would cease to be a road.
- (j) **Notes** that the stopped road would be replaced by Lot 200 as per the proposal, therefore providing equivalent or better access.
- (k) **Notes** that there are two legitimate legislative options for processing the road stopping and that both had merit for different reasons, depending on the particular circumstances.
- (l) **Authorises** the Chief Executive and Property Manager utilise; Section 342 and the 10th Schedule of the Local Government Act 1974 (LGA) to process the road stopping or Section 116 of the Public Works Act 1981 (PWA) to process the road stopping.
- (m) **Acknowledges** that both the LGA and PGA processes may be subject to objection and / or rejection at which point staff would refer the matter back to the Council to determine.

#### **CARRIED**

Councillor Atkinson questioned whether there would be any objections to this road stopping, with no apparent adverse effects on other property owners and supported this matter progressing without delay.

#### **8.4. Six Month E-Scooter Trial in the Waimakariri District – V Thompson (Business and Centres Advisor) and S Hart (Business and Centres Manager) on behalf of the Town Centre Strategies Implementation Programme Working Group**

V Thompson presented this report, which sought approval to a six month trial period for Flamingo Scooters in the district. It was proposed to have a maximum of 400 scooters during the trial period. Discussions had been held with interested groups including the Waimakariri Access Group, Age Friendly Waimakariri and the Youth Council, which gave the opportunity for any concerns to be considered during the planning of the trial. Some geo-fencing restrictions were proposed to mitigate any concerns with safety.

Councillor Redmond asked if scooters would be allowed on Williams Street in Kaiapoi, between the BNZ building and Blackwells Store. This was considered the most direct route linking the north and south areas of Kaiapoi. There would

be a 15km/h speed limit through this area. V Thompson explained that if there were any issues in an area that were not anticipated, these could be addressed during the trial.

Councillor Redmond understood that the Accessible Streets Package had a 10km/h speed limit. V Thompson stated that in her opinion 10kpm/h was restrictive and believed that the 15km/h speed limit was the norm. If the Council preferred to impose a 10km/h speed limit, it could be discussed with Flamingo Scooters. S Hart said that once the trial was started the parameters would be monitored and could be adjusted if there were any issues.

Following a question from Councillor Barnett, it was confirmed that there was no speed restrictions on mobility scooters in towns.

Moved Councillor Atkinson

Seconded Councillor Ward

**THAT** the Council:

- (a) **Receives** Report No. 210819135927;
- (b) **Notes** that the Town Centres Strategies Implementation Programme Working Group was appointed by Council as the steering group for this project in October 2020. They had pre-approved Flamingo Scooters as the e-scooter share operator and endorsed a six month e-scooter trial plus the trial conditions outlined at clauses 4.3 to 4.4 of the report;
- (c) **Notes** that on 4 May 2021 Council approved 'in principle' a six month trial of up to 400 hire e-scooters in the Waimakariri district by Flamingo Scooters, noting that details of any trial parameters would be brought back to Council at a later date for consideration toward formal approval;
- (d) **Notes** that the Community Boards had supported the trial and any feedback had been addressed (where possible) in the trial conditions outlined in clauses 4.3 to 4.4 of the report;
- (e) **Notes** that pre-engagement was undertaken with the Waimakariri Access Group, Age-Friendly Waimakariri and the Youth Council and their feedback had been addressed (where possible) in the trial conditions outlined in clauses 4.3 to 4.4 of the report;
- (f) **Notes** the proposed trial period of six months from October/November 2021 to March/April 2022;
- (g) **Notes** that a maximum of 400 e-scooters would be distributed across the townships of Rangiora, Kaiapoi, Woodend and Pegasus;
- (h) **Notes** the proposed geo-fencing restrictions identifying the 'no-go', 'preferred parking', 'no parking', 'speed restriction' and 'special access' zones for the e-scooters outlined at clause 4.3.6 of the report;
- (i) **Notes** that some key safety considerations for the trial are identified at clause 4.4 of the report;
- (j) **Notes** that Flamingo Scooters would be responsible for covering the trial's infrastructure and operational costs and no significant financial contribution was required from the Council;

- (k) **Notes** that at the conclusion of the trial, a full report would be brought back to the Community Boards and Council providing feedback including relevant qualitative and quantitative data related to e-scooter use and community perceptions;
- (l) **Notes** that the concluding trial report may include a staff recommendation to continue the e-scooter trial on a semi-permanent basis via the issuing of annual operating permits to commercial operator/s, but that any such recommendation would be subject to Community Board feedback and the approval of the Council;
- (m) **Approves** the six month trial of up to 400 e-scooters in the Waimakariri District with Flamingo Scooters as the service provider.

### CARRIED

Councillor Atkinson supported the trial proceeding, and considered it a progressive move which showed the community was moving forward.

Councillor Ward noted that safety had been taken into account in the main street of Rangiora and acknowledged that the Kaiapoi business district was different. Councillor Ward looked forward to the trial proceeding.

Councillor Redmond noted that the e-scooters would be traveling on footpaths and not on the road. There was a risk of harm to pedestrians, who could be hit by a scooter. Waka Kotahi was considering initiating a speed limit of 10km/h for scooters. Councillor Redmond confirmed that he was not against the trial, but had concern with the speed limit of 15km/h.

Mayor Gordon thanked staff and the Working Group for their work on this matter. He noted the concern with having the scooter parking location available outside the Council building in High Street Rangiora, and the possible impact on the visual aesthetics of the facility. It was understood there would be signage and instructions for users of the scooters. The trial would help the Council consider any issues during the trial period and noted that with the geo-fencing and the speed restrictions, had been taken into account regarding concerns raised by the groups. It was noted that staff also have the ability to make changes during the trial period.

Councillor Barnett was in favour of the trial and believed it would show the benefits of having the e-scooters available in the district. This included the issues with lack of parking in the town centres. People would also be able to use the scooters to go between shopping areas, such as from Rangiora to Southbrook. Councillor Barnett suggested that if there was a regulation for speed limits for e-scooters, that it should apply to mobility scooters as well. Having scooters available would allow people to take small journeys without using cars, which would have a better environmental outcome.

Councillor Williams noted there was to be signage outside the Rangiora Service Centre and requested confirmation that this would not be a cost to the Council. V Thompson agreed that discussions would be held with Flamingo regarding this matter.

In reply, Councillor Atkinson quoted figures from mobility scooter usage that he had sourced, which showed that during the past five years there had been ten deaths and 19 injuries related to accidents with mobility scooters. Councillor Atkinson agreed that any speed restrictions should cover mobility scooters as well. He noted that the e-scooters could be ridden on the streets as well as on footpaths and suggested that it may be a bonus to have scooters using Williams Street through Kaiapoi as it could keep the speed of other traffic down.

## 9. **MATTERS REFERRED FROM COMMITTEES/COMMUNITY BOARDS**

- 9.1. **Capital Works Programme Quarterly Report, June 2021 – G Cleary (Manager Utilities and Roading), D Young (Senior Engineering Advisor) and C Brown (Manager Community and Recreation)**  
(refer to copy of report no. 210726121798 to the Audit and Risk Committee meeting of 10 August 2021)

D Young presented this report referred from the Audit and Risk Committee meeting on 10 August 2021. The Capital Works Programme Quarterly report was considered at the meeting however the amendment to the budget required the Council's approval.

Councillor Blackie requested a correction in Item 10.3.3 of the report, under "Earthquake Recovery and Regeneration", to include a comma after "North Cass" to correct the meaning of the sentence. D Young agreed with this correction.

Moved Councillor Ward

Seconded Councillor Mealings

**THAT** the Council:

- (a) **Notes** that an arithmetic error in Report No. 210618098882 to the Council in July 2021 to reallocate budget to the Roading Minor Safety Budget, resulted in a shortfall in budget of \$104,000 therefore a further reallocation of budget was required.
- (b) **Approves** the reallocation of \$50,960 from the Travel Demand Management Budget (PJ 101389.000.5135) to the Minor Safety budget (PJ 100185.000.5133) to cover **Council share** of the additional safety works.
- (c) **Approves** the Minor Safety budget for 2019/20 (PJ 100185.000.5133) being increased by \$104,000 to a total of \$1,082,750.
- (d) **Notes** that the Travel Demand Management Budget would decrease to \$393,040 and that the full budget would not be spent in the 20/21 year, but instead would be carried over to the 21/22 financial year.

**CARRIED**

- 9.2. **Approval to Consult on the Waimakariri District Cycle Network Plan and Infrastructure Prioritisation Programme – D Young (Senior Engineering Advisor) and A Mace-Cochrane (Graduate Engineer)**  
(Report No. 210720118252 went to all the Community Boards at the August round of meetings with recommendations to Council.)

Refer to Item 8.2 in these minutes.

- 9.3. **Heritage and Mahinga Kai Area – Establishment of Co-governance Arrangements – D Roxborough (Implementation Project Manager – District Regeneration)**  
(refer to report no. 210802126558 to the Mahi Tahi Joint Development Committee meeting of 24 August 2021)

D Roxborough spoke to this report, which sought approval for the establishment of the co-governance arrangements for the Heritage and Mahinga Kai reserve development in the Kaiapoi South regeneration area.

Discussion with the General Manager of Te Kōhaka o Tūhaitara Trust had taken place and if this matter progressed, there would be a further report back to the Council, with the Trust Deed and confirmation of the term of the lease. With a suggested term of 30 years, this gave security to the Te Kōhaka o Tūhaitara Trust.

Moved Councillor Blackie

Seconded Councillor Atkinson

**THAT** the Council:

- (a) **Approves** the establishment of co-governance for the Heritage and Mahinga Kai Reserve development in the Kaiapoi South regeneration area through the existing Te Kōhaka o Tūhaitara Trust in accordance with the terms proposed within this report, to be implemented via addendum to existing agreement and Trust Deed (as required following legal review), and eventual establishment of a lease.
- (b) **Approves** the Terms of Reference, and membership of the proposed Joint Working Group including the following nominated representatives:
  - i. Greg Byrnes, General Manager, Te Kōhaka o Tūhaitara Trust
  - ii. Kevin Dwyer, Landscape Architect, Waimakariri District Council
  - iii. Makarini Rupene, Pou matai ko (mahinga kai and cultural land management adviser), or alternate.
- (c) **Notes** that a further report would be brought to the Council to approve the final terms of any lease agreement prior to issue, or any changes required to Trust Deed, in accordance with delegations policy.
- (d) **Notes** that a transfer of the existing remaining Regeneration Activity budgets (multi-year of \$1.74m total) for the Heritage and Mahinga Kai project to Te Kōhaka o Tūhaitara Trust would be required, for the purposes of implementation of the reserve development project, and that approval of terms for this would be sought in the further report to the Council.
- (e) **Notes** that the Kaiapoi-Tuahiwi Community Board retain an interest in the reserve development and would be involved/consulted in key stakeholder design decision making by and through the WDC representative on the Joint Working Group.
- (f) **Notes** that whilst the Council would retain ownership of the land; Te Kōhaka o Tūhaitara Trust would be responsible for implementation works, operational matters and associated costs, and would be submitting reports to the Council on progress and seeking funding for ongoing operation costs beyond the project development phase, which are expected to be partly offset by commensurate reductions in Recreation activity budgets.
- (g) **Circulates** this report to the Kaiapoi-Tuahiwi Community Board.

**CARRIED**

Councillor Blackie advised it had been confirmed by the Trust that this Reserve would be called the Huria Mahinga Kai Reserve.

## 10. **WELLBEING, HEALTH AND SAFETY**

### 10.1. **Wellbeing, Health and Safety Report August 2021 – J Harland (Chief Executive)**

J Harland noted that there had been no events deemed to be notifiable over the past month which was a positive sign. The Health and Safety group had been providing useful tips on health and wellbeing to staff over the Covid lockdown period.

Moved Councillor Ward

Seconded Councillor Doody

**THAT** the Council:

- (a) **Receives** Report No. 210825137874
- (b) **Notes** that there were no notifiable events this month. WDC was, 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.

**CARRIED**

## 11. **COMMITTEE MINUTES FOR INFORMATION**

11.1. Minutes of a meeting of the Audit and Risk Committee of 20 July 2021

11.2. Minutes of a meeting of the Audit and Risk Committee of 10 August 2021

11.3. Minutes of a meeting of the District Planning and Regulation Committee of 17 August 2021

11.4. Minutes of a meeting of the Community and Recreation Committee of 17 August 2021

11.5. Minutes of a meeting of the Canterbury Mayoral Forum of 20 August 2021

Moved Councillor Doody

Seconded Councillor Ward

**THAT** Items 11.1– 11.5 be received for information.

**CARRIED**

## 12. **COMMUNITY BOARD MINUTES FOR INFORMATION**

12.1. Minutes of an extraordinary meeting of the Kaiapoi-Tuahivi Community Board meeting of 2 August 2021

12.2. Minutes of a meeting of the Oxford-Ohoka Community Board meeting of 4 August 2021

12.3. Minutes of a meeting of the Woodend-Sefton Community Board meeting of 9 August 2021

12.4. Minutes of a meeting of the Rangiora-Ashley Community Board meeting of 11 August 2021

12.5. Minutes of a meeting of the Kaiapoi-Tuahivi Community Board meeting of 16 August 2021

Councillor Barnett asked when a report would be coming to the Rangiora-Ashley Community Board on the Parking Strategy and was advised that this would be followed up at the next briefing to Community Boards.

Moved Councillor Barnett

Seconded Councillor Doody

**THAT** Items 12.1– 12.5 be received for information.

**CARRIED**

13. **REPORTS FOR INFORMATION**

There were no reports for information.

14. **CORRESPONDENCE**

There was no correspondence.

15. **MAYOR'S DIARY**

15.1. **Mayor's Diary 24 July – 31 August 2021**

Moved Councillor Atkinson

Seconded Councillor Ward

**THAT** the Council:

- (a) **Receives** report no 210901140683.

**CARRIED**

16. **COUNCIL PORTFOLIO UPDATES**

16.1. **Iwi Relationships – Mayor Dan Gordon**

Mayor Gordon acknowledged the significant work that had been undertaken by Councillors, Runanga and Council staff to include provisions in the District Plan. This was one of the most progressive steps taken over many years, but also noted that there was further work to be done.

16.2. **Greater Christchurch Partnership Update – Mayor Dan Gordon**

Mayor Gordon noted updates on the Urban Growth Partnership, Greater Christchurch 2050 project with the spatial planning work. He had attended a workshop on passenger transport matters which included discussion on potential fees and fee structures.

16.3. **Canterbury Water Management Strategy – Councillor Sandra Stewart**

Councillor Stewart advised that ECan had reported back on the Canterbury Water Management Strategy after ten years and noted with disappointment that of the ten targets of the Strategy, none of which had been met, and only two had been partially met. Councillor Stewart would like this matter to be put to the Canterbury Mayoral Forum as to what happens going forward with this Strategy. She suggested there needed to be a review undertaken. Councillor Stewart advised she would circulate this report and a Stuff news article reporting on the matter, to all Councillors for their information. Mayor Gordon suggested that the Policy Department could provide some feedback on this report.



16.4. **International Relationships – Deputy Mayor Neville Atkinson**

Councillor Atkinson advised that a letter had been received from Enshi acknowledging the lockdown restrictions in New Zealand and sending best wishes. An appropriate reply would be sent.

16.5. **Regeneration (Kaiapoi) – Councillor Al Blackie**

Councillor Blackie said the business consortium who were interested in putting a hotel alongside the Kaiapoi River were keen to resume discussions with the Council once out of lockdown.

The Templeton Group have advised the Council that there had been progress made with the aeration of the Pegasus Lake and they were in communication with ECan regarding a consent.

16.6. **Climate Change and Sustainability – Councillor Niki Mealings**

Prior to lockdown, Councillor Mealings attended the Christchurch City Council Coastal Hazards Working Group, which had the Draft Adaptation Framework ready for consultation. There was a test drive of an online portal on Coastal Hazards Assessment being undertaken, where property owners could load an address into the programme and get information on the effects on their property or that area. Councillor Mealings suggested it could be beneficial to have something similar available for the Waimakariri district.

A meeting of the Sustainability Strategy Steering Group was held on 16 August. G Byrnes from Te Kohaka o Tuhaitara Trust and ENC representatives were present at the meeting. Both these groups were considering purchasing EVs for their fleets. There had been a good response from staff who were interested in a ride share scheme.

The National Policy on Climate Change response was in a holding pattern.

16.7. **Business, Promotion and Town Centres – Councillor Joan Ward**

Councillor Ward advised that the Business Awards Function would possibly be rescheduled for November 2021. The Waimakariri Squadron 88 street parade and Mayoral inspection had also been postponed and was now planned to be held on the 31 October 2021.

Councillor Ward attended a Zoom meeting with the joint promotions groups and met with the new contacts for the Oxford Promotions Association who would continue to provide positive support for the businesses of Oxford through the Association.

ENC had advised that most businesses had not needed support during the current lockdown and most business people knew who to approach for information and assistance, from the previous lockdown experience.

17. **QUESTIONS**

There were no questions.

18. **URGENT GENERAL BUSINESS**

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 Councillor Blackie

Seconded Councillor Doody

**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 public excluded portion of Council meeting of 3 August 2021	Confirmation of minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.2	Minutes of public excluded portion of Extraordinary Council meeting of 24 August 2021	Confirmation of minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)
<b>REPORTS</b>				
19.3	Report of T Tierney (Manager Planning and Regulation) on behalf of the Project Control Group for the District Plan Review	Waimakariri District Plan Review – Adoption and Public Notification of Proposed District Plan	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.4	Report of M Bacon (District Plan Manager) and D Young (Senior Engineering Advisor)	Road acquisition and dedication	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.5	Report of C Roxburgh (Water Asset Manager)	Future Water Servicing of Mountain Road and New Road Properties	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.6	Report of J Acker (Property Officer, Contractor) and R Hawthorne (Property Manager)	Kairaki Beach Motor Camp Lease	Good reason to withhold exists under Section 7	Section 48(1)(a)
19.7	Report of J McBride (Roading and Transportation Mgr), K Straw (Civil Project Team Leader) and R Qu (Property Assets Advisor)	Belfast to Kaiapoi Cycleway – Part Purchase of 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	LGOIMA Part 1, Section 7
19.1 – 19.7	Protection of privacy of natural persons; To carry out commercial activities without prejudice; Maintain legal professional privilege; Enable Council to continue with (commercial) negotiation without prejudice or disadvantage Prevent the disclose of information for improper gain or advantage	Section 7 2(a) Section 7 2(b)ii Section 7 (g) Section 7 2(i)  Section 7 (j)

**CARRIED**

*The meeting adjourned at 3.38pm, and reconvened in public excluded at 3.50pm.*

**CLOSED MEETING**

**Resolution to resume in open meeting**

Moved Mayor Gordon                      Seconded Councillor Brine

**THAT** the Council

**Item 19.1 Minutes of the public excluded portion of Council meeting of 3 August 2021**

Resolves that the minutes remain public excluded.

**Item 19.2 Minutes of the public excluded portion of Council meeting of 24 August 2021**

Resolves that the minutes remain public excluded.

**Item 19.3 Waimakariri District Plan Review – Adoption and Public Notification of Proposed District Plan**

Resolves that the resolution and the contents of the report remain public excluded until the date of public notification of the Proposed District Plan.

**Item 19.4 Acquisition and Dedication – Brick Kiln Lane, Rangiora**

Resolves that the resolution be made public but that the contents of the report should remain public excluded under section 7(2) of the Local Government Act 2002 due to commercially sensitive content.

**Item 19.5 Future Water Servicing of Mountain Road and New Road Properties**

Resolves that the report remains public excluded as it contains legally privileged information and the recommendation be made public, except recommendations (g), (h) and (k) remain public excluded.

**Item 19.6 Kairaki Beach Motor Camp Lease**

Resolves that the contents of the report remain public excluded to enable the Council to carry out commercial activities without prejudice and the recommendation be made public once the sale and purchase agreement has gone unconditional, with the dollar values in recommendation (b) remaining public excluded.

**Item 19.7 Belfast to Kaiapoi Cycleway – part purchase of property on Main North Road**

Resolves that the contents of the report and the resolution remain public excluded until the property purchase is complete.

**CARRIED**

*The public excluded meeting occurred from 3.50pm to 6.12pm.*

**OPEN MEETING****Road Acquisition and Dedication – Brick Kiln Road, Rangiora – M Bacon (Planning Manager) and D Young (Senior Engineering Advisor)**

Moved Mayor Gordon                      Seconded Councillor Atkinson

**THAT** the Council:

- (a) **Receives** report No. 210809130702.
- (b) **Directs** staff to lodge an application with Land Information New Zealand to acquire that part PT RS 1167 shown on record 210809130707 as Area 'A' and 'B' using the compulsory acquisition process under the Land Transfer Act 2017 and following successful acquisition; to dedicate the land as road reserve.
- (c) **Confirms** a previous staff decision that the Council would allow the new road to be constructed and become operational, even if the deed strip had not at that stage been removed.
- (d) **Notes** that the sewer main from Chatswood Avenue to Oxford Road (along Brick Kiln Road) will vest in the Council.
- (e) **Confirms** that the content of this report, excluding the resolution made by Council should remain public excluded under section 7(2) of the Local Government Act 2002 due to commercially sensitive content.

**CARRIED**

**19.4 Future Water Servicing of Mountain Road and New Road Properties – C Roxburgh (Water Asset Manager)**

- (a) **Receives** Report No. 210723120988.
- (b) **Notes** that the bridge providing access to Coopers Creek suffered damage with an estimated reinstatement value of \$575,000 as a result of the May 2021 floods.
- (c) **Approves** the following changes to the water supply infrastructure:
  - a. Connecting the properties on Mountain Road and New Road to the Oxford Rural No 1 supply at a connection point on Mounseys Road for an estimated cost of \$152,000.
  - b. Abandoning the Coopers Creek intake and reservoirs, the Sladdens Bush Road booster pump station and the pipework between.
- (d) **Approves** a budget of \$152,000 to fund the connection to Oxford Rural No.1, to be split between Oxford Rural No.1 (\$44,500) and Oxford Rural No.2 (\$107,500).
- (e) **Notes** that staff are working with Council's insurer on a claim regarding this bridge, based on the valuation figure of the bridge of approximately \$140,000, but that this claim is yet to be approved.
- (f) **Notes** that the recommended course of action will result in the property at 108 Mountain Road providing their own vehicle access to their property rather than relying on access via the Council's bridge, and that the Coopers Creek water headworks will be abandoned and will be no longer be available as an emergency backup for the Oxford Urban and Oxford Rural No.2 supplies.

- (i) **Approves** staff to write to residents on Mountain Road and New Road to inform them of the change in water schemes, the resultant changes to their water rates from the 2022/23 financial year, and the water rates associated with other options.
- (j) **Notes** that the transfer of residents on New Road and Mountain Road from the Oxford Rural No.2 scheme to the Oxford Rural No.1 scheme is forecast to increase their rates from \$776 per 2-unit connection now (the current Oxford Rural No.2 rate) to \$854 per 2-unit connection next financial year (the forecast Oxford Rural No.1 rate), but that the alternative option of keeping them on the Oxford Rural No.2 scheme and reinstating the bridge and other associated infrastructure would increase the entire Oxford Rural No.2 scheme's rates by approximately \$62 per 2-unit connection per year.
- (l) **Resolves** that this report remain public excluded as it contains discussion around legally sensitive matters including legal advice provided to Council, but that the recommendations excluding (g), (h) and (k) be made publicly available.

20. **NEXT MEETING**

The next scheduled ordinary meeting of the Council will occur on Tuesday 5 October 2021, commencing at 1pm in the Upstairs Meeting Room, Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi, subject to Covid Alert Level restrictions.

There being no further business, the meeting closed at 6.12pm.

CONFIRMED

\_\_\_\_\_  
Chairperson  
Mayor Dan Gordon

\_\_\_\_\_  
Date

**MINUTES OF AN EXTRAORDINARY MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE CONFERENCE ROOM, MAINPOWER STADIUM, 289 COLDSTREAM ROAD, RANGIORA ON TUESDAY 28 SEPTEMBER 2021 COMMENCING AT 1PM.**

**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 Harland (Chief Executive), G Cleary (Manager Utilities and Roading), J Millward (Manager Finance and Business Support), K Simpson (3 Waters Manager), L Hurley (Project Planning and Quality Team Leader), C Roxburgh (Water Asset Manager), A Gray (Communications & Engagement Manager) and A Smith (Governance Coordinator).

**1. APOLOGIES**

There were no apologies.

**2. CONFLICTS OF INTEREST**

There were no conflicts of interest recorded.

**3. REPORT**

**3.1. Feedback to Minister of Local Government, Local Government New Zealand and Department of Internal Affairs on Three Waters Reform Proposals – J Harland (Chief Executive)**

J Harland spoke to this report, noting the importance of the matter, which would probably only occur once in a generation. The Council has spent a significant amount of time considering this matter and the information that the Government has provided relating to the reform proposals. There has also been independent advisors commissioned to consider the proposal to create four entities to deliver the Three Waters in New Zealand. The proposal would have quite a separation between Councils, in this case Waimakariri District Council and the new entity and what it would undertake. The proposed Governance arrangement would have six appointed people representing local government interests for most of the South Island and six representatives from Ngai Tahu. This group would appoint a committee that would in turn appoint Directors. This is quite different from the current arrangements that are in place.

A survey had been undertaken by the Council to assist members to understand what the community views were on the matter. Of those who participated in the survey, 95% felt that the status quo should remain regarding the ownership of assets. This Council has over the years invested significantly in the three waters assets with good asset infrastructure and has been recognised as having good asset activity management systems. There has also been appropriate provision made for future management of the three waters system.

The Council does not support the current proposal and there is a number of reasons for this, including the lack of influence over local issues that would come with the new entity. It is also believed that any reform should be integrated with the bigger reform; the All of Local Government and how the Three Waters fit in with local planning. With an entity looking after most of the South Island, going forward it would be challenging for Waimakariri to have a voice. It would also be hard for the Council to align its finances with the infrastructure to support housing needs. There are questions regarding stormwater assets, with some of these linked to roading and also the potential costs of water for future residents. J Harland noted that the Government modelling indicated significant increase over the Councils current modelling. For these reasons, the report believes the Council should oppose the Government proposal at this stage, and suggests that there should be a pause allowing time for other investigations to be undertaken and options considered.

Councillor Barnett referred to recommendation (e)iii (h), which states the proposal would be detrimental to the wellbeing of the Waimakariri District. Councillor Barnett suggested that wellbeing is used to refer to social wellbeing and asked if there could be clarification on this recommendation. J Harland commented that it was then suggested the wording to the recommendation could read: "...wellbeing in the Waimakariri community with particular regard to the provision of three waters infrastructure growth needs and growth as an enabler of economic development".

Following a request from Councillor Ward, Mayor Gordon confirmed that the letter and relevant attachments will all be sent to the Prime Minister (as indicated in recommendation (l)).

Moved Mayor Gordon

Seconded Councillor Atkinson

**THAT** the Council

- (a) **Receives** Report No. 210910145944.
- (b) **Receives** the community engagement results and survey responses, noting Council has taken the opportunity to survey its community, and this has resulted in the largest level of community feedback in our Council's history. A total of 3,844 responses have been received, and of these an overwhelming 95% of respondents indicated they want the Council to 'opt-out' of the proposed reforms.
- (c) **Approves** the attached submission (Attachment i) being provided to the Minister for Local Government, with a copy sent to Local Government New Zealand and Department of Internal Affairs.
- (d) **Resolves;**
  - i. That the Waimakariri District Council opposes the New Zealand Government's proposal to establish four large water entities and remove the three waters assets and services from local councils. To date the Council is not convinced that this proposal provides the best governance and financial outcomes for our District. As a result, based on the information available at present, Waimakariri District Council would seek to opt-out of the reform should this decision be required. This position is backed by our Community and is reflected in the feedback collected during the community engagement undertaken.
  - ii. Informs the Government that the Council will strongly and actively oppose Government mandating the proposed Entity-based model for water services delivery.

- (e) **Notes** that the key basis of the Council submission is;
- i. The Waimakariri District Council opposes the New Zealand Government's proposed model to establish four large water entities and remove the three waters assets and services from local councils.
  - ii. The Council has significant concerns about the current government proposal, which it does not believe can be mitigated within the constraints of the proposed structural model.
  - iii. The Council submits that it does not support the current government proposal for the following reasons:
    - a. The loss of local decision-making is a major issue for our community, and cannot be compensated by 'fine-tuning' the proposal
    - b. The outcome of the proposed structure is that the Council loses all of the normal benefits of ownership of the assets
    - c. The accelerated timeframe, lack of true consultation, and lack of real alternative options has resulted in a flawed process
    - d. The lack of integration with other major local government reforms will lead to a sub-optimal outcome
    - e. The financial case in support of the proposal is based on information that does not reflect the New Zealand situation
    - f. The supporting information greatly exaggerates the efficiency gains expected, given the advances already made
    - g. The case for lower borrowing costs under the new entity is questionable; it relies on government backing, and in fact the proposal may lead to increased averaged borrowing costs when both the councils and the water entities are considered.
    - h. The proposal would be detrimental to the wellbeing of the Waimakariri Community, with particular regard to the provision of three waters infrastructure and growth as an enabler of economic development.
    - i. Request a pause in the Three Waters Reform, as requested by the Canterbury Mayoral Forum.
- (f) **Agrees** that the Three Waters sector faces many challenges and the status quo in some areas may not be sustainable, but believes that changes should be aligned and integrated with other local government reforms (Future for Local Government & Resource Management Act Reform). Importantly with the establishment of Taumata Arowai and the economic regulator, this should be given time to become imbedded before major reform as is proposed is undertaken.
- (g) **Notes** the options considered need to be assessed against the wider needs of local government reform, engagement with the sector needs to be considerably improved, and the process needs to allow for appropriate community consultation.
- (h) **Notes** that based on the current model, the reduction in Council's full time equivalent (FTE) staff numbers will significantly alter the operation and the efficiency of the rest of Council.



- (i) **In noting the above, agrees** that the Council has given consideration to Part 6 of the Local Government Act 2002 for the purpose of providing feedback to Government on the current model. The Council however is not able to support the current model on the basis that sufficient information and analysis that is proportionate to such a decision is not available.
- (j) **Notes** that local government is best-placed to engage with its community both through existing policies and procedures, and the requirements of the Local Government Act 2002.
- (k) **Receives** the Heads of Agreement between Local Government New Zealand and the Crown signed in June 2021 and advise LGNZ that Council does not support the provisions of the Agreement and requests LGNZ to rescind the Agreement to better reflect the views of its members and this Council.
- (l) **Requests** the Mayor to send a copy of the letter to the Minister, Council Report, Council submission and Council Resolution to all Members of Parliament, LGNZ, Department of Internal Affairs and other Councils.
- (m) **Notes** that the Chief Executive will report back further once additional information and guidance from the Government, the Minister of Local Government, Department of Internal Affairs, LGNZ and Taituarā has been received on what the next steps will look like and how these should be managed.
- (n) **Circulates** this report to the Community Boards, for their information.

**CARRIED**  
*Unanimous*

Mayor Gordon noted that this matter has generated significant interest in the community, the most he has ever encountered in his years in public office. The staff were thanked for the significant work that had been undertaken on this matter and is proud of this work. The advice and guidance that has been provided was very much appreciated. Mayor Gordon is also proud of the Council and how they have considered this matter. After initially feeling that this Council was out on its own with its sentiments on this issue, there are now a number of other Councils around the country who have now formed similar viewpoints. It is considered that there are only a small number of Councils who will choose to "opt in" to this reform. Mayor Gordon said this will be one of the most important decisions that this Council will have to make, since it was established in 1989. As has been advised, over 95% of 3,834 respondents to the Council survey supported the Council opting out and this decision will give voice to our community. The main reason cited by these respondents was loss of control of the community assets and there was also concern that the Waimakariri district may end up subsidising other areas in the country. A concern expressed is that this Council has been keeping its infrastructure and water supplies upgraded for the community over the past 20 years, and over this time had invested over \$100 million. It has been necessary for this investment to make sure that the communities have safe water supplies and also noted the Eastern Districts Ocean Outfall that the Council had invested in. Mayor Gordon noted the consultation that he, Councillors and staff had undertaken with several communities over recent years on the upgrades required to provide safe drinking water supplies. Though not always easy conversations, these were necessary to meet the drinking water standards.

Mayor Gordon was extremely disappointed with the Government advertising campaign which does not reflect the situation and is offensive to this sector in Waimakariri. This has now been acknowledged yesterday by the Minister Mahuta that the advertising was not ideal, however had commented that it has raised awareness.

Mayor Gordon does not believe Local Government New Zealand (LGNZ) are representing the 3Waters sector adequately. This Council urges the Government to press the "pause" button; in fact to start this process again and consider other alternatives. It was suggested that other Councils would also welcome the opportunity to consider alternatives. Mayor Gordon advised that help would write to LGNZ to seek a special general meeting to discuss the Heads of Agreements related to Three Waters Reform that they signed with the Government prior to national discussions and appropriate advocating on behalf of all New Zealand Councils going forward. The Minister has been invited to meet with this Council in the near future and we await a positive response.

Mayor Gordon reminded the Department of Internal Affairs of the good faith that this Council entered into this process and trusted that similar good faith will be shown to Councils to make their own decision to opt out if they choose to do so.

A letter has been written to the Minister of Local Government. The model that this Council has is not broken and Mayor Gordon does not believe that there is one model which fits all. The Scottish model may fit there, but it does not apply to New Zealand. Thirty other models were not considered and the Government has chosen this one model.

Mayor Gordon urged Councillors to support these recommendations which have been well canvassed by all, and to show that this Council is in a unanimous position.

Councillor Redmond noted that water is critical and is of high value. The community had got in behind the matter of water and infrastructure, were very well informed and were not in favour of opting in. Councillor Redmond suggested there were two main issues with this proposed model, the first being financial. This is a flawed financial model in Councillor Redmond's opinion who also commented on the Memorandum of Understanding that the Council signed last year with the Government. This provided the Council with \$8m of funding and was a crude attempt to get the Council on board with the proposals. Councillor Redmond noted he voted against that proposal at the time. The outcomes for ratepayers are implausible and for our ratepayers, higher cost, as this Council would cross-subsidise other councils. This Council manages its assets appropriately and prudently, reflecting that not all Councils have necessarily done so. Comment was made on the diverse areas of the proposed Entity D that this Council would be part of, and the question was asked – what does Waimakariri have in common with Invercargill? The boundaries of this Entity are illogical in Councillor Redmond's view. This Council's assets are valued at over \$600m and would receive \$22m for them in return from the Government. Three Waters is one third of Council staff and one third of assets; this is not a good deal for the Council he stated. Secondly the governance model is not good and is a loss of control and bloated in Councillor Redmond's view. It is three layers to the Corporate Board and the Council will have minimal input into this. Opting in to this reform was supposed to be a voluntary position for Councils and Councillor Redmond believed the Government should be held to that, and a mandate should not be considered, given the background to this proposal. There is also the risk of privatisation in future. A positive move by this Council was to engage with the community and the results gave the Council an overwhelming mandate of their views.

Councillor Redmond remarked that the role of Local Government NZ is of a concern, as it is supposed to represent Councils at a national level, and not to promote the government's policies to its members he remarked. Finally Councillor Redmond quoted Prime Minister Ardern who recently said "Providers know their community best" (referring to the Covid vaccine programme), but suggested this also applied to Three Waters reform. Local Government needs to be kept local and Councillor Redmond supported the motion.

Councillor Doody supported the motion. She questioned if the Government knows how the rural sector works and finds the Three Waters review insulting for the quality of work that Council staff have put into Three Waters, including the rural sector.

Councillor Ward had a major issue with control of the ratepayers assets going into an entity and believed this is undemocratic. There was no certainty that this Council would have representation of the six members on the Board and thereby lose total control of the districts future. This Council has acted responsibly and has plans in place to provide good quality water for the coming 30 to 50 years. Councillor Ward believed this Council should stand firm on the status quo and support the recommendations but also support government assistance to any Councils that need to bring their water infrastructure up to date. Councillor Ward did not support this process and believed it is leading to joint-governance which is undemocratic, in her view.

Councillor Barnett commented on the confusion of the advertising campaign for this reform, which indicated there would be improvements to river water quality. This is not the case she stated. There has not been any clear consultation explaining what the reform meant and there has been continued confusion between Three Waters Infrastructure with fresh water, rivers and environmental protection. Although supporting this actually happening, this is not going to be achieved through these reforms she believed. This district has fast and efficient responses to situations relating to Three Waters when needed, as was evident in the recent flood event and suggested this would not be the case with a single entity covering the entire South Island. Councillor Barnett could not see any efficiencies being accomplished by just adding an extra layer of bureaucracy. Councillor Barnett would support the Government helping any Councils who need assistance and cannot do this on their own. It is suggested that the Water Regulator be given time to settle into their role first and to listen to the people. This Council cannot see anything that is going to help this district, by opting-in and is best placed to listen to the experts, our staff, who see what is happening on the ground. Councillor Barnett would be supportive of this Council opting out of the reform proposal.

Councillor Stewart supported the comments of Councillor Barnett, but does welcome any changes to allow for water quality to be delivered. This is an exercise for the transfer of part of the infrastructure from Councils and noted that it has not been possible to marry the figures that the Government has put before Councils in this model. There is confusion generally with the delivery of fresh water, and Councillor Stewart said this reform does not deal with this aspect. This Council has relatively young infrastructure across the district, and noted that there are also 24% of people who use private well water. The question was raised if the local Rural Water Advisory Groups will fit into the proposed reform which also makes her nervous of the proposal. The members of these groups provide valuable local knowledge. Councillor Stewart is open for change to provide good water supply but does not believe this proposal will deliver.

Councillor Williams supported all the above comments of his colleagues, and stated that this Council had some of the best staff in the country and also some of the best infrastructure. Councillor Williams reflected on the good water supply that is available across the district. The \$3.5m that the Government spent on the misleading advertising campaign was also noted. Most feedback received from the community as part of the survey, indicated the preference to retain local control, and Councillor Williams stated that it is important to have local staff involved, which this district has. Councillor Williams did not believe this is a democratic process and noted that on talking with other Council's, most are not in support of reform.

Councillor Williams believed the Government is heading for a revolt if this reform proceeds and believed the Government are also changing the playing field along the way. Councillor Williams does not believe Local Government NZ are representing the Councils of New Zealand, in their best interests, and are issuing statements that are not representative of the majority of Councils across the country. Councillor Williams supported the motion.

Councillor Atkinson referred to the time following the Canterbury earthquakes, where the government at the time suggested that the best people to plan and run the recoveries were the local people, as they know their areas best. A mandate had been set previously for local government to consult on issues and the government has said in this case, that Three Waters Reform did not need to be consulted on. This Council has always undertaken consultation and been held accountable. The government has continually pushed down regulations to Councils for many years and this has often meant other parts of Council business that it is responsible for, have suffered. Councillor Atkinson is in full support of the motion, and acknowledged the exceptional advice that had been received from the Council staff, on the information that had been put before them from the Government. This Council is to invest \$282m in the next 30 years, which Councillor Atkinson compared to the \$1b that the Government has said is needed for Waimakariri – which would come at a cost to the district. Councillor Atkinson suggested that it is time for the government to take responsibility itself and consulting with people rather than dictating.

Councillor Mealings supported the comments made by colleagues and added that the Government analysis for this reform had been rushed, and had used broad, high level figures which are incorrect. This was evidenced with the big discrepancy between the \$1b that the government suggested would be needed, against the \$282m of proposed Council spend. The Council knowledge in the assets had been highlighted as a benchmark and yet the Government had not considered these figures. There cannot be trust in this reform based on flawed figures she stated. Councillor Mealings fully supported the Council motion and does not support the Government reform as proposed to the Council.

Councillor Blackie commended his colleagues and noted the robust discussions that have been held over the past year or longer on this matter and noted his agreement with all the comments of colleagues today.

In his right of reply, Mayor Gordon said it is hoped that the Government is listening hard and that the choice remains for the community. This Council will stand up strongly for our community he stated. Mayor Gordon referred to the motion clause (d) ii and following this meeting, a letter will be sent from all the Waimakariri Councillors united to the Government.

**2. NEXT MEETING**

The next scheduled ordinary meeting of the Council will commence at 1pm on Tuesday 5 October 2021 in the Meeting Room, Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

There being no further business, the meeting closed at 1.59pm.

CONFIRMED

\_\_\_\_\_  
Chairperson  
Mayor Dan Gordon

\_\_\_\_\_  
Date

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** RDG-32-86 / 210920151361**REPORT TO:** COUNCIL**DATE OF MEETING:** 5<sup>th</sup> October 2021**AUTHOR(S):** Don Young – Senior Engineering Advisor  
Allie Mace-Cochrane – Graduate Engineer**SUBJECT:** Approval to Consult on the Waimakariri District Walking & Cycling Network Plan and Infrastructure Prioritisation Programme - Update**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)  
Department Manager  
Chief Executive**1. SUMMARY**

- 1.1 The purpose of this report is to update Council on feedback received from the Community Boards, the availability of funding, and subsequently seek approval to consult on the Waimakariri District Walking & Cycling Network Plan and associated prioritisation programme.
- 1.2 The report shown in Attachment i was presented to all of the Community Boards in August. Feedback was received during these meetings from two Community Boards; Oxford-Ohoka and Woodend-Sefton.
- 1.3 Waka Kotahi recently released the 2021-2024 National Land Transport Programme funding for the District. No funding has been allocated in the three year period for new Walking & Cycling Infrastructure.
- 1.4 Funding for the infrastructure associated with the implementation of the Walking and Cycling Network Plan had been assumed to attract co-funding from Waka Kotahi. This budget allowed through the Long Term Plan varies from year to year; however, is averaged out at around \$500,000. There is no co-funding available from Waka Kotahi for the 2022/2023 and 2023/2024 financial years, however, the Council share (49%) can be utilised to continue with some implementation.
- 1.5 Due to the nature of Waka Kotahi funding, Council staff cannot predict whether any additional funding from Waka Kotahi may become available; however, staff will continue to work closely with Waka Kotahi to try and secure further funding. The uncertainty around funding will affect delivery of the prioritisation programme; therefore, this has been amended to reflect a priority list with no years attached.
- 1.6 The recommended option is to approve public consultation on all of the proposed routes and prioritisations, but without ascribing a specific time period for delivery. This will enable engagement with both the public and key stakeholders to get their opinions on the proposed plan.

**Attachments:**

- i. Community Board Report – Approval to Consult on the Waimakariri District Cycle Network Plan and Infrastructure Prioritisation Programme (TRIM No. 210720118252v02)
- ii. Proposed Network Plan (TRIM No. 210722119967)
- iii. Proposed Prioritisation Programme (TRIM No. 210721119442)
- iv. Proposed Prioritisation Plan (TRIM No. 210922152536)

- v. Oxford-Ohoka Community Board Memo – Feedback on the Council's Cycle Network Plan Memo (TRIM No. 210720118263)

## 2. RECOMMENDATION

THAT the Council:

- (a) **Receives** Report No. 210920151361;
- (b) **Approves** consultation being carried out on the Walking and Cycling Network Plan (Attachment ii), and the proposed infrastructure prioritisation programme shown in Attachment iii and iv, noting that the timing of specific works will not be part of the consultation information;
- (c) **Approves** retaining the current local share budget of \$563,500 over the next three years of the LTP cycle infrastructure construction, noting the uncertainty regarding the availability of Waka Kotahi funding;
- (d) **Notes** that the duration for delivery of the prioritisation programme will be subject to the budget allocated;
- (e) **Notes** that pre-engagement on improving the understanding of cycleways will be carried out in February 2022, with district-wide consultation occurring at a time to be determined during February and March 2022;
- (f) **Notes** that the change in the timing of consultation will be advised to the Community Boards and to the Walking and Cycle Network Plan Reference Group;
- (g) **Notes** that the results of the public consultation and final proposals will be presented to the Community Boards and then Council for approval;
- (h) **Notes** the plan and prioritisation of routes will be reviewed every three years.

## 3. BACKGROUND

- 3.1 Refer to Attachment i for background details on the Waimakariri District Walking & Cycling Network Plan. This report was presented to all of the Community Boards during their August meetings.

## 4. ISSUES AND OPTIONS

- 4.1. The Oxford-Ohoka and Woodend-Sefton Community Boards provided feedback during the presentation of the report shown in Attachment i. It was requested that Council be updated on this feedback.
- 4.2. Oxford-Ohoka Community Board feedback:
- Section 4.2 in Attachment i should be updated, as a memo (refer to Attachment v) was sent to staff from the Oxford-Ohoka Community Board on the 27<sup>th</sup> July 2021 and staff also met with Jim Gerard (Rangiora-Ashley Community Board Chair) on that day. *Staff comment: Whilst Section 4.2 was mistakenly not updated, comments from both the memo and meeting were included and covered within that report.*
  - Refer to the network plan as the 'Walking & Cycling Network Plan' rather than the 'Cycle Network Plan'. *Staff comment: Will reference as the Walking and Cycling Network Plan.*
  - There is desire from the board to have more links around rural schools. *Staff comment: During development of the network plan, staff have included more links around rural schools, whilst also ensuring there are sufficient links within*

townships. A comment section will be provided within the consultation material, enabling members of the public to comment on whether there is desire for more links to be included.

- There was concern around the high-level rates provided as estimates for the infrastructure. *Staff comment: As explained in Attachment i, the rates used were based on a per metre rate from facilities which have been constructed throughout the district and also include an additional 20% for P&G costs. This is intended to provide a high-level cost estimate. When facilities are programmed to be constructed, a more detailed cost estimation will occur and if a project is determined to be less than estimated, this funding will be directed elsewhere in that Ward Area.*
- Although the Board wishes that the Tram Road link remains the priority for the Ward Area, they would like the same priority to be given to the High Street/Harewood Road link. They did suggest performing the Tram Road and the High Street/Harewood Road links as a package of works. *Staff comment: If the more detailed cost estimate on Tram Road were to come in under budget, then funding could be directed to the Harewood/High Street link. However, at this stage this link will remain as priority two, noting that this is also subject to feedback received during consultation.*

#### 4.3. Woodend-Sefton Community Board feedback:

- The first bullet point in Section 4.3.2 in Attachment i was confusing. It should be amended as shown below. *Staff comment: It should be amended as shown below.*

*'A link between Pegasus and Woodend, on the eastern side of State Highway 1, has now been included in the Network Plan and subsequently the prioritisation programme. This link has been included within the priority three section of the prioritisation programme as there is uncertainty surrounding the work being completed by Waka Kotahi along State Highway 1 and the potential for the Woodend Bypass in the future. This link is also relatively high-cost due to the requirement for a small pedestrian footbridge and piping of a substantial drain, and therefore it would be unsuitable for Council to fund this project if Waka Kotahi were then going to construct the bypass, resulting in this infrastructure being removed. If Waka Kotahi were to advance their works, then Council Staff would look to bring this budget forward and implement infrastructure which best fits around Waka Kotahi's proposals.'*

- The Board highlighted that thought would be required around wayfinding signage as the network plan is implemented. In particular, whether it was worth signposting areas where there may be greater safety concern, even if the entire route has not been built yet (i.e., on high traffic volume corridors). *Staff comment: Staff have been considering wayfinding signage as part of the network plan development and will ensure that this is implemented alongside infrastructure development. Staff will also go through and identify potential higher safety risk areas, in which signage would be beneficial, even if the full link is not constructed.*

#### 4.4. Waka Kotahi recently released the 2021-2024 National Land Transport Programme (NLTP). This sets out the funding allocation for roading projects over the next three years within the District. This funding provides a subsidy for projects, where Council funds 49% and Waka Kotahi 51%.



- 4.5. Waimakariri has been allocated a total of \$50,000 for the next three years from Waka Kotahi, which is to be used in the 2021/2022 financial year. This is specifically for completion of the Vickery Street/Peraki Street Greenway and as such, no funding is available for new cycleways.
- 4.6. The original 'ten year' priority programme was developed on the assumption that subsidised funding would be available. Furthermore, due to the nature of Waka Kotahi funding, there is no ability to predict when this may become available. For this reason, the delivery of the proposed prioritisation programme cannot be defined over a period of years and instead is shown as a list of three priority levels.

4.7. The Council has the following options available to them:

4.7.1. Option One: Approve consultation for the current Walking & Cycling Network Plan and prioritised routes, and retain the current Council budgets (being \$563,500 over the first three years of the LTP) to implement the Plan.

This option involves approving this report and authorising staff to undertake consultation on all of the proposed routes and prioritisations.

In addition the Council allocation of the annual local share budget (49% or \$563,500 over the first three years of the LTP) for infrastructure associated with the Walking & Cycling Network Plan remain in the budget to progress development. Funding has been included in the Long Term Plan for year's four to ten (a further \$3,100,000 including Waka Kotahi co-funding); however, funding through the National Land Transport Programme is only known for a three year period and as such this funding has not yet been requested.

Due to the uncertainty around if and when budget from Waka Kotahi will be made available, staff will not be consulting on a delivery time associated with the prioritisation programme. This will therefore just reflect Council's priorities.

This is the recommended option because there are multiple advantages in consulting on and adopting a Walking & Cycling Network Plan, even with less funding to implement it. These advantages include ensuring that all future roading works take appropriate account of walking & cycling (in accordance with the CNP), as well as receiving feedback on the Council's priorities. In addition, retaining the allocated budget ensures that some funding remains, and also the Council is in a position to effectively respond if Waka Kotahi do provide their funding in the future.

4.7.2. Option Two: Delay consultation for the proposed Walking & Cycling Network Plan and prioritisations

This option would involve delaying consultation and any further progress on this network plan until funding to deliver the prioritisations is available and subsidised by Waka Kotahi.

This is not the recommended option because there is now a reasonable expectation that consultation will occur, and this will be of benefit even with uncertainty on the Waka Kotahi share. Staff have completed briefings with the Community Boards' asking for feedback on the Walking & Cycling Network Plan and prioritisation programme, and have since incorporated this feedback into both where possible.

4.8. There are implications on community wellbeing by the issues and options that are the subject matter of this report.

The addition of cycleways and shared paths provides infrastructure which encourages a greater uptake of walking and cycling, both for commuters and recreation. An uptake in walking and cycling also contributes to improved health and wellbeing of members within the community. Further to this, including infrastructure which caters for a wide range of skill levels encourages less confident cyclists, who may have otherwise chosen to travel via motor vehicle, to use the provided facilities.

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

## 5. **COMMUNITY VIEWS**

### 5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report.

There was a request from iwi to include a cycling link through Tuahiwi, which would join with the Rangiora to Woodend shared path. This has been included within the Walking & Cycling Network Plan, and also includes an additional length which connects to the Arohatia te awa path along the banks of the Cam River.

Once approval is received from Council, consultation documentation will be made available to Te Ngāi Tūāhuriri.

### 5.2. **Groups and Organisations**

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

Once approval is received from Council, consultation documentation will be made available to the key stakeholders.

### 5.3. **Wider Community**

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

The Waimakariri Walking and Cycling Strategy 2017-2022 was developed following consultation with the public. The Walking & Cycling Network Plan has been developed based on this strategy and provides the public further opportunity to provide feedback on routes throughout the network.

Public consultation for this project includes three different phases; pre-engagement, engagement, and targeted engagement, noting that this consultation period will begin once approval has been granted by Council.

The pre-engagement phase is intended to socialise the idea of the Walking & Cycling Network Plan to the public.

During the engagement phase, staff will be asking the public for feedback on the route recommendations and prioritisation. This will be done through mapping tools, videos, visual displays, online tools, and information/drop-in sessions. There will also be an opportunity for the public to provide feedback on the level of investment from Council.

Once the plan is adopted, targeted consultation will occur as the prioritisation programme is fulfilled. This will include consultation with affected residents during the design phase, specifically detailing what the infrastructure will look like, the added amenity to the area, and the subsequent Impacts to residents. The communication will continue during the construction phase to ensure residents remain up to date on any design changes or problems incurred.

Pre-engagement will occur in February 2022, with consultation occurring during February and March 2022. This differs from the period of consultation in the report provided in Attachment i, due to delays in the project.

## **6. OTHER IMPLICATIONS AND RISK MANAGEMENT**

### **6.1. Financial Implications**

There are financial implications of the decisions sought by this report.

There is \$563,500 of Council budget (49% share) available over the first three years of the Long Term Plan which can be used to implement Walking & Cycling Projects within the district.

Funding has also been included in the Long Term Plan for years four to ten (a further \$3,100,000 total budget including Waka Kotahi co-funding or \$1,519,000 Council share); however, funding through the National Land Transport Programme is only known for a three year period and as such, this funding has not yet been requested.

Therefore, the total Council budget share over the next ten years is \$2,082,500 (if no Waka Kotahi co-funding was to be secured). It is noted that staff will continue to work with Waka Kotahi and to advocate for additional funding should it become available.

### **6.2. Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts.

Creating a safe and accessible walking and cycling network, which comes with improving infrastructure, increases the uptake of these activities for both recreational and commuter users. This results in a subsequent decrease in the number of people using single occupancy vehicles, particularly for shorter trips. This comes with many benefits, including health benefits and the reduction of greenhouse gas emissions.

### **6.3 Risk Management**

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

The recommendations in this report do carry the risk that the proposed network plan does not meet the expectations of the community. Further to this, the infrastructure may not be able to be delivered in the time frames expected and additional investment may be required to deliver the programme of works.

There is also risk that consultation may be delayed due to a COVID-19 outbreak.

### **6.3 Health and Safety**

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

These risks are associated with the potential for changes in alert level for COVID-19. If this were to occur, staff involved with consultation will follow guidelines prescribed by the New Zealand Government. This may require alternative methods of consultation to be sought or consultation to be delayed for a period of time. This will be managed as it occurs.

## **7. CONTEXT**

### **7.1. Consistency with Policy**

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

### **7.2. Authorising Legislation**

The Land Transport Management Act is the relevant legislation for this matter.

### 7.3. **Consistency with Community Outcomes**

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

***Public spaces and facilities are plentiful, accessible and high quality, and reflect cultural identity***

- There are wide-ranging opportunities for people to enjoy the outdoors
- The accessibility of community and recreation facilities meets the changing needs of our community

***Core utility services are sustainable, resilient, affordable; and provided in a timely manner***

- Climate change considerations are incorporated into all infrastructure decision-making processes

***There is a strong sense of community within our District***

- There are wide-ranging opportunities for people of different ages, abilities and cultures to participate in community life, and recreational and cultural activities.

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

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

***Transport is accessible, convenient, reliable and sustainable***

- The standard of our District's transportation system 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. **Authorising Delegations**

The Community Boards are responsible for considering any matters of interest or concern within their ward area and making a recommendation to Council.

The decision-making rests with Council, as this is a significant issue which will set the framework for the Walking & Cycling Network in the future.

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** RDG-32-86 / 210720118252

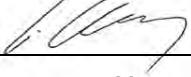
**REPORT TO:** All Community Boards


**DATE OF MEETING:** 4<sup>th</sup> August 2021 (Oxford-Ohoka)  
9<sup>th</sup> August (Woodend-Sefton)  
11<sup>th</sup> August (Rangiora-Ashley)  
16<sup>th</sup> August (Kaiapoi-Tuahiwi)

**AUTHOR(S):** Don Young – Senior Engineering Advisor  
Allie Mace-Cochrane – Graduate Engineer

**SUBJECT:** Approval to Consult on the Waimakariri District Cycle Network Plan and Infrastructure Prioritisation Programme

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

  
\_\_\_\_\_  
Department Manager

  
\_\_\_\_\_  
Chief Executive

**1. SUMMARY**

- 1.1 The purpose of this report is to seek approval from the Community Boards to consult on the Waimakariri District Cycle Network Plan and associated infrastructure prioritisation programme.
- 1.2 The reason for developing the Waimakariri Cycle Network Plan is to deliver upon the actions which have been agreed and endorsed in the Waimakariri Walking & Cycling Strategy 2017-2022. This strategy has a vision that “Waimakariri residents choose to walk and cycle, and that the environment is friendly, safe and accessible for walkers and cyclists”.
- 1.3 The Cycle Network Plan is intended to provide a future network where individuals of different abilities are catered for and are subsequently more inclined to use active modes. It is also intended to provide direction for Council to implement cycle infrastructure in future years and ensures there is an underlying connected network for the basis of decision making.
- 1.4 In recent years, the Waimakariri District has seen a greater uptake of cycling due to the development of the Passchendaele Path and Rangiora to Woodend Path, amongst other cycle infrastructure. Recently, the Christchurch Northern Corridor (CNC) has been developed, improving accessibility to Christchurch and the Waimakariri District for a far greater range of cycling abilities and has been complimented with the opening of the path connecting the CNC to Kaiapoi. Once the Kaiapoi Town link is finished, there will be a complete link formed between Rangiora and Christchurch.
- 1.5 All Boards were briefed during their respective July meetings on the Cycle Network Plan and subsequent prioritisation programme. The key concerns and recommendations made by the Boards are noted in Section 4.

- 1.6. The recommended option is to approve public consultation on all of the proposed cycle routes and prioritisations. This will enable engagement with both the public and key stakeholders to get their opinions on the proposed plan.

Attachments:

- i. Proposed Network Plan (TRIM No. 210722119967)
- ii. Option 1 – Prioritisation Table (TRIM No. 210721119442)

## 2. **RECOMMENDATION**

**THAT** the Community Board:

- (a) **Receives** Report No. 210720118252;

And

**RECOMMENDS** that the Council:

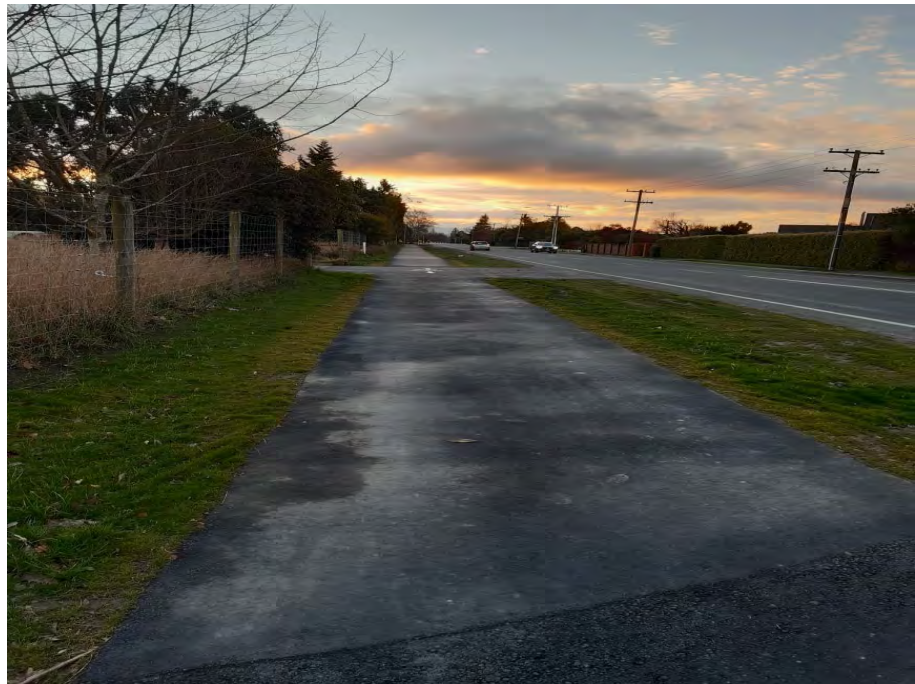
- (b) **Approves** consultation being carried out on the Cycle Network Plan (Attachment i) and proposed infrastructure prioritisation programme shown in Attachment ii, and as per Section 4.4.1, noting that the recreational paths are for information only due to different funding requirements;
- (c) **Notes** that the proposed infrastructure prioritisation programme is based on the joint budget allocation, by Council and Waka Kotahi, of \$4,700,000 across ten years, with the amount varying from year to year;
- (d) **Notes** that pre-engagement will be carried out in October, with district-wide consultation occurring from the start of November to the start of December;
- (e) **Notes** that the results of the public consultation and final proposals will be presented to the Community Boards and then Council for approval;
- (f) **Notes** that the plan and prioritisation routes will be reviewed every three years;
- (g) **Circulates** this report to the Utilities & Roading Committee and Community & Recreation Committee for their information, noting that the decision was requested from Council rather than the Utilities & Roading Committee to ensure timeframes are met.

## 3. **BACKGROUND**

- 3.1 The Waimakariri District Council have committed to improving multi-modal transport options throughout the District. The intention is to provide safe and accessible facilities which encourage active movements within the community.
- 3.2 The Cycle Network Plan has been derived to deliver upon the actions which were agreed and endorsed in the Waimakariri Walking and Cycling Strategy 2017-2022. The vision of this strategy is “Waimakariri residents choose to walk and cycle, and that the environment is friendly, safe and accessible for walkers and cyclists”. Overall, the aim of the strategy is to encourage walking and cycling, both for recreational and commuter travel. This policy was developed with alignment to Regional Transport Plans and other national/regional policy documents.
- 3.3 Intra-district cycling has been increasing with the addition of the Passchendaele Path, Rangiora to Woodend Path, and other rural paths. These facilities cater for a far greater range of cyclist levels as they provide improved comfort and safety, compared to cycling alongside motor vehicles. With the recent addition of the Christchurch Northern Corridor Path, and subsequently the Main North Road and Kaiapoi Town cycleways, it can be expected that there will be an increase in inter-district trips. These paths provide significantly improved connections between Christchurch City and the Waimakariri District. Furthermore, the introduction of electric bikes, more commonly known as E-bikes, has

made both of these areas more accessible for a wider range of users travelling either way. These routes are now seen as commuter routes for many during the weekdays and more recreational users on the weekend. It is therefore paramount that further facilities are planned for in the District to cater for the increased levels of cyclists.

- 3.4 Further to this, Waka Kotahi has been working on Great Rides throughout New Zealand, which specifically look to connect urban centres for touring cyclists. In 2018, the Waimakariri District Mayor, in conjunction with other mayors, signed a Memorandum of Understanding to encourage the development of this cohesive network. The Hurunui Heartland Ride was developed from this, with approval recently being granted to extend the Kaikoura to Amberley Ride through to Christchurch. This will therefore extend a pre-approved alignment (Marshmans Road, Fawcetts Road, Cones Road, Ashley Street, Ivory Street, Victoria Street, Percival Street, Passchendaele Path, Kaiapoi Town cycleway, and the Main North Road shared path) through Waimakariri, further increasing cyclist numbers throughout the District.
- 3.5 The culmination of all these factors requires far greater planning to be put into the cycle network within the district. The Cycle Network Plan is intended to provide a connected and cohesive network, which will inform decisions around the provision of infrastructure in the future.
- 3.6 The walking aspect of this plan has greater focus on pedestrian movements across roads rather than along. This is generated from the fact that most urban centres have a substantial footpath network but often lack infrastructure to access across roads. In rural areas, including rural towns, there may be no adequate footpath structure and therefore rural shared paths have a greater feature in these areas. Pedestrian refuge islands will be implemented alongside the majority of the cycle network developments within the urban centres.
- 3.7 The basis of the Cycle Network Plan is on a grading systems used by Waka Kotahi. This system aligns with the New Zealand Government's cycle training grades and reflects the type of user which can be expected on parts of the network. The grading system is detailed as follows:
- Grade 1: Novice Cyclists
  - Grade 2: Basic Competence Cyclists
  - Grade 3: Advanced Cyclists
- 3.8 Associated facility types, which can be expected for each grade of cyclist, are shown in Figures 1 to 6.
- a. Figure 1 shows a facility which could be expected for a Grade 1 cyclist, noting that retrofitting this facility into an urban area, with increased density of driveway accesses, comes with many safety concerns and is therefore not recommended.
  - b. Figures 2 to 4 show facilities which would correlate to a Grade 2 cyclist.
  - c. Figures 5 and 6 show facilities which would correlate to a Grade 3 cyclist.



**Figure 1.** Rural shared path on Rangiora Woodend Road.



**Figure 2.** Neighbourhood greenway in Christchurch.





**Figure 3.** On-road lane with traffic buffer in Christchurch.



**Figure 4.** Rural shared path on North Eyre Road.



**Figure 5.** On-road cycle lane on Ivory Street.



**Figure 6.** Shoulder widening.

- 3.9 The Cycle Network Plan and associated network construction priorities will be reviewed every three years, in conjunction with the Waka Kotahi funding and Council's Long Term Plan cycle, to ensure that the needs of the community will be best met.
- 3.10 Currently, \$4,700,000 is budgeted for walking and cycling infrastructure within the District across ten years, noting that this is co-funded with Waka Kotahi with a 51% subsidy and that the yearly value varies each year. There is a focus of this funding towards commuter routes and connections to key destinations, particularly in urban areas.
- 3.11 Strictly recreational paths are shown on the maps in Attachment i for information only, as these are funded through differing budgets from the joint Council and Waka Kotahi budget. The reason for including these is to show connections between recreational trails were considered as part of the Cycle Network Plan.
- 3.12 The Walking and Cycling Working Group was re-established in late 2020 to provide community input into the updating of the Waimakariri District Council's Walking & Cycling Strategy Action Plan. This includes:
- a. Identification of issue relating to walking & cycling
  - b. Contributing to decision relating to the prioritisation of projects

- c. Discussing related issues with appropriate stakeholders
  - d. Making recommendations to the Utilities & Roading Committee.
- 3.13 The Walking and Cycling Working Group consists of the following representatives:
- Walking advocate
  - Cycling advocate
  - Representative of Waimakariri Access Group
  - Representative from the Age Friendly Advisory Group
  - Two Council representatives
  - One representative from each Community Board
  - Youth Council Representative
  - School Representative
  - New Zealand Police representative
  - Staff representatives from Road Safety, Policy & Strategy, Greenspaces & Communications
  - Enterprise North Canterbury representative
  - ECan representative
  - Oxford Promotions Action Committee representative
  - Kaiapoi Promotions Association representative
  - Rangiora Promotions Association representative
- 3.14. This group was provided with the draft Network Plan and asked to provide feedback, priorities, and ideas for the Cycle Network Plan via the “Bang the Table” platform.
- 3.15. Staff then met again with the Working Group in June 2021 to provide the proposed Network Plan and the prioritisation programme staff had developed based on the Working Groups feedback, before taking the presentation to all Boards as a workshop at each meeting in July 2021.
- 3.16. The workshop presented to each Community Board included maps that demonstrated the overall goal of the District-wide Network Plan, as well as a prioritised list of sites to be achieved within the first 10 years of the programme.
- 3.17. The prioritisation of the network was based off four key questions highlighted below, in which a route required one ‘yes’ answer to be added to the short-list.
- Is it a critical link?
  - Does it close a gap in the existing network?
  - Does it extend the existing network to a key destination?
  - Does it address a key issue?

From here, staff assigned potential facility types and developed six per metre rates for different facility types based on figures from relevant construction projects (e.g., Kaiapoi Town cycleway).

#### **4. ISSUES AND OPTIONS**

- 4.1. Each of the community boards provided feedback during their respective workshops, and were encouraged to submit feedback following the workshops directly to staff for inclusion within this report.

- 4.2. None of the community boards submitted feedback following the workshops, however, a summary of feedback from the workshops themselves is outlined for each community board below:

#### 4.2.1. Oxford-Ohoka Community Board Feedback

- Dangers of forcing horses closer to the live lane with the implementation of the rural shared (walking & cycling) path.
- The priority given to the High Street/Harewood Road circuit was too far in the future.
- It was requested that a section of Bradleys Road, from Hallfield Drive to Main Drain Road, was reinstated on the Network Plan.
- The ambitious nature of the overall Cycle Network Plan, and concerns that this would take too long to deliver. They felt that the Network Plan should be showing only realistically achievable projects.
- The lack of clarity around which side of the road infrastructure will be located on.
- The cost of the Tram Road facility.

#### 4.2.2. Woodend-Sefton Community Board Feedback

- There was significant concern that a link, on the eastern side of State Highway 1 between Pegasus and Woodend did not exist on the plan and that this had not been seen as a priority. It was suggested that this should have the greatest priority of any link in the Board's ward area.
- The importance of access to high schools, as a large proportion of the Community is zoned for Kaiapoi High School and there was no safe route for them currently.
- Look at providing a lower level of service on some routes and improving these in the future to allow for more of the network to be completed sooner.
- Ensuring the developer of the Rangiora North-East development provides a path which connects Kippenberger Avenue to the Mainpower Stadium Sports Facility.
- Consideration of reducing priority in other areas of the district to enable the major routes to be developed.

#### 4.2.3. Rangiora-Ashley Community Board Feedback

- There was significant concern that the remainder of the north-south Grade 2 route along King Street did not feature in the ten year Prioritisation Programme.
- The Grade 3 shown on Percival Street, Ivory Street & Ashley Street may be more challenging than we had anticipated, with specific mention of the "S" bend between Lilybrook shopping centre, and Ivory Street. The Board shared significant concern about directing cyclists along this route.
- The Earlys Rd unsealed path extension can be terminated at Springbank Rd
- The proposed Grade 3 facility on Mill Road is unnecessary. Although Mill Rd is a high speed environment, there are very few vehicles which use it. This funding would be better spend on cycle facilities within the main road through Cust Village.

#### 4.2.4. Kaiapoi-Tuahiwi Community Board Feedback

- Include recreational linkages between Tuahiwi Road and Arohata te awa.
- A consensus that the prioritisation programme provided for the briefing best fitted the network.

- Look at providing a lower level of service on some routes and improving these in the future to allow for more of the network to be completed sooner.

4.3. Council Staff have reviewed the feedback made by the Boards and provide the following commentary below.

#### 4.3.1. Oxford-Ohoka Community Board Feedback

- It is perceived that the number of horses using these paths would be relatively low; therefore, staff will allow use of these rural pathways by horses. If this use were to become of concern to the community, in terms of maintenance, etc., staff will review alternative options.
- The Board can recommend to Council that the High Street and Harewood Road circuit be moved to year one to three in the Priority Programme; however, noting that this will result in the Tram Road link being pushed back to year four to six in the programme.
- The Cycle Network Plan is intended to be ambitious, as its use is to provide direction for cycle infrastructure development across the District for years to come. What is designated in the plan is aspirational for Council, but without this direction, cycle infrastructure development may occur on an ad-hoc basis rather than as a result of an informed decision.
- Of further note, with the request of a lower speed environment down Main Street, and if there is a favourable response for this during consultation, staff will look to bring forward the budget for cycle infrastructure along this stretch.
- Current thoughts by staff are that the facilities will be provided on the western side of High Street and the northern side of Harewood Road; therefore, avoiding any need to cross sides. At this stage, generic facility types have been considered for the facilities; however, these will be considered in greater detail during the design phase. At this stage the Cycle Network Plan is intended to be a high-level direction for the Districts cycle infrastructure in the future, and details pertaining to sides of roads and exact facilities are not necessarily decided.
- The costs proposed for each potential facility have been based of a generic rate for a similar facility that has been implemented. Exact costs will be determined during the detailed design phase.
- Staff have not yet spoken to the A&P committee regarding a path through the A&P land. It is noted that this needs to take place prior to any public consultation.

#### 4.3.2. Woodend-Sefton Community Board Feedback

- A link between Pegasus and Woodend has now been included in the Network Plan and prioritised in the ten year programme. This link has received a low priority in the ten year programme due to the uncertainties surrounding the work being completed by Waka Kotahi along State Highway 1 and the potential for the Woodend Bypass in the future. This link is also relatively high-cost, due to the requirement for a small pedestrian footbridge and piping of a substantial drain, and therefore it would be unsuitable for Council to fund this project if Waka Kotahi were then going to construct the bypass, resulting in this infrastructure being removed. If Waka Kotahi were to advance their works, then Council Staff would look to bring this budget forward and implement infrastructure which best fits around Waka Kotahi's proposal.
- Staff have been working with individuals who develop the Outline Development Plan maps to ensure cycle linkages are included within these and that the Cycle Network Plan routes are also shown.



- Once detailed design is completed for each link, staff will investigate options to stage the works, meaning that an initial lower level of service may be provided, with this being upgraded in the future. This will be reviewed on a case-by-case basis for each link.

#### 4.3.3. Rangiora-Ashley Community Board Feedback

- The intersection at the Lilybrook shops has been reviewed and an altered high level estimate for this route has been included within the Prioritisation Programme.
- The intention of the inclusion of work on the Ashley/Ivory/Percival route within the programme is not to direct cyclists down here, but instead make it safe for the cyclists that do use it. Currently, there are cycle lanes along some of this route, with substantial gaps in-between, making it unsafe for cyclists in these areas. Staff believe that this discrepancy needs remedying in the near future due to safety concerns.
- Staff are in agreement with the Board that the King St / Enverton Dr / River Road link is an important part of the north/south cycle network through Rangiora. However the issue is when this can be afforded, given other priorities.
- The Board can recommend to Council that the remainder of the Rangiora Town link is moved into the priority programme; however, noting that this will remove funding from other routes within this Board's ward area and subsequently other parts of the district due to the high cost of this path. Otherwise, staff will look to prioritise this route as soon as funding becomes available. A further option may be to look at a lower level of service initially along King Street, noting that there will be some areas which would need to be upgraded once funding became available (i.e., the stretch of King Street between Queen Street and High Street due to its narrow nature).

#### 4.3.4. Kaiapoi-Tuahivi Community Board Feedback

- The missing linkages have been included within the Cycle Network Plan Maps.

#### 4.4. The Board has the following options available to them:

##### 4.4.1. Option One: Recommend Approval to Consult on the Current Cycle Network Plan and Prioritised Routes

This option involves recommending the approval of this report and authorisation granted to staff to undertake consultation on all of the proposed routes and prioritisations, once approved by Council.

This is the recommended option because staff have made amendments, based on the Community Boards feedback, prioritisation programme at a level which best fits with the budget currently provided by Council, noting that in some instances additional budget may potentially need to be asked for.

##### 4.4.2. Option Two: Recommend Approval to Consult for an Amended Cycle Network Plan and Prioritised Routes

This option recommends approving an amended scope to the proposed Cycle Network Plan and subsequent facility prioritisation outlined in this report, and authorising staff to undertake consultation, once approved by Council.

This is not the recommended option because staff have best allocated the network, based on feedback received by the Boards, somewhat within Council's yearly walking and cycling infrastructure budget. If additional links or higher cost links are to be added into, or shifted within the Prioritisation Programme, either additional budget will need to be allocated by Council, or links within the ward area and/or across the network will need to be removed from the Prioritisation

Programme. There are also very few routes in the Prioritisation Programme which would be suitable for an initial lower level of service.

#### 4.4.3. Option Three: Recommend Declining Consultation for the Proposed Cycle Network Plan and Prioritisations

This option recommends declining this report and asking staff to re-evaluate the Cycle Network Plan and Prioritisation Programme.

This is not the recommended option because staff completed briefings with the Boards asking for feedback on the Cycle Network Plan and Prioritisation Programme, and have since incorporated this feedback into both where possible. Declining consultation at this stage would also cause delays to this plan development and may push it outside of the 2021/2022 financial year.

- 4.5. There are implications on community wellbeing by the issues and options that are the subject matter of this report.

The addition of cycleways and shared paths provides infrastructure which encourages a greater uptake of walking and cycling, both for commuters and recreation. An uptake in walking and cycling also contributes to improved health and wellbeing of members within the community. Further to this, including infrastructure which caters for a wide range of skill levels encourages less confident cyclists, who may have otherwise chosen to travel via motor vehicle, to use the provided facilities.

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

## 5. **COMMUNITY VIEWS**

### 5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report.

There was a request from iwi to include a cycling link through Tuahiwi, which would join with the Rangiora to Woodend shared path. This has been included within the Cycle Network Plan and also includes an additional length which links to the Arohata te awa path along the banks of the Cam River.

Once approval is received from Council, consultation documentation will be made available to Te Ngāi Tūāhuriri.

### 5.2. **Groups and Organisations**

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

Once approval is received from Council, consultation documentation will be made available to the key stakeholders.

### 5.3. **Wider Community**

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

The Waimakariri Walking and Cycling Strategy 2017-2022 was developed following consultation with the public. The Cycle Network Plan has been developed based on this strategy and provides the public further opportunity to provide feedback on routes throughout the network.

Public consultation for this project includes three different phases; pre-engagement, engagement, and targeted engagement, noting that this consultation period will begin once approval from Council has been granted.

The pre-engagement phase is intended to socialise the idea of the cycle network plan to the public.

During the engagement phase, staff will be asking the public for feedback on the route recommendations and prioritisation. This will be done through mapping tools, videos, visual displays, online tools, and information/drop-in sessions. There will also be an opportunity for the public to provide feedback on the level of investment from Council.

Once the plan is adopted, targeted consultation will occur as the prioritisation programme is fulfilled. This will include consultation with affected residents during the design phase specifically detailing what the cycle infrastructure will look like, the added amenity to the area, and the subsequent impacts to residents. The communication will continue during the construction phase to ensure residents remain up to date on any design changes or problems incurred.

## **6. OTHER IMPLICATIONS AND RISK MANAGEMENT**

### **6.1. Financial Implications**

There are financial implications of the decisions sought by this report.

There is \$50,000 allocated within PJ 101229.000.5135 for the Professional Fees associated with internal staff time and consultation documents within the 2021 / 2022 year. This is included within the \$4,700,000 allocated for the next ten years in the Long Term Plan to implement this project from 2022/2023.

### **6.2. Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts.

Creating a safe and accessible cycle network, which comes with improving infrastructure, increases the uptake of cycling for both recreational and commuter cyclists. This results in a subsequent decrease in the number of people using single occupancy vehicles, particularly for shorter trips. This comes with many benefits, including the reduction of greenhouse gas emissions.

### **6.3 Risk Management**

The recommendations in this report do carry the risk that the proposed Cycle Network Plan does not meet the expectations of the community. Further to this, the infrastructure may not be able to be delivered in the time frames expected and additional investment may be required to deliver the programme of works.

### **6.3. Health and Safety**

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

These risks are associated with the potential for changes in alert level for COVID-19. If this were to occur, staff involved with consultation will follow guidelines prescribed by the New Zealand Government. This may require alternative methods of consultation to be sought or consultation to be delayed for a period of time. This will be managed as it occurs.

## **7. CONTEXT**

### **7.1. Consistency with Policy**

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



## 7.2. Authorising Legislation

Section 52 of the Local Government Act 2002 outlines the role of the Community Board and is therefore the relevant authorising legislation.

## 7.3. Consistency with Community Outcomes

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

### ***Public spaces and facilities are plentiful, accessible and high quality, and reflect cultural identity***

- There are wide-ranging opportunities for people to enjoy the outdoors
- The accessibility of community and recreation facilities meets the changing needs of our community

### ***Core utility services are sustainable, resilient, affordable; and provided in a timely manner***

- Climate change considerations are incorporated into all infrastructure decision-making processes

### ***There is a strong sense of community within our District***

- There are wide-ranging opportunities for people of different ages, abilities and cultures to participate in community life, and recreational and cultural activities.

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

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

### ***Transport is accessible, convenient, reliable and sustainable***

- The standard of our District's transportation system 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. Authorising Delegations

The Community Boards are responsible for considering any matters of interest or concern within their ward area and making a recommendation to Council.

The decision making rests with Council as this is a significant issue which will set the framework for the Cycle Network in the future.

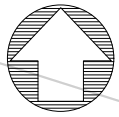
## Print Out No.1

# Proposed District Network Plan

These maps show the overall district network plan, and includes all current facilities, plus required infrastructure to complete the network plan)

Each route is graded into three categories, described in the table below:

	Treatment Options <u>Urban Areas</u>	Treatment Options <u>Rural Areas</u>
<b>Grade 1</b> This grade is the highest level of comfort, and is suitable to Novice users. There is little conflict with motor vehicles along the route. These are typically “arterial” cycle routes, and are installed as critical links between our main towns.	<ul style="list-style-type: none"> <li>• Generally not applicable to retro-fit within urban streets</li> </ul>	<ul style="list-style-type: none"> <li>• 2.5m or greater (3.0m desirable) shared path with an asphalt surface</li> </ul>
<b>Grade 2</b> This grade is suitable for users with basic competence skills. Users will be riding on the road adjacent to live traffic, although there will additional measures in place to protect the vulnerable users.	<ul style="list-style-type: none"> <li>• Separated cycle path</li> <li>• Neighbourhood Greenways</li> <li>• On Road cycle lane with traffic buffers and intersection improvements</li> </ul>	<ul style="list-style-type: none"> <li>• Unsealed shared path (less than 2.5m wide)</li> </ul>
<b>Grade 3</b> This grade is suitable for users with advanced skills and confidence to mix with traffic.	<ul style="list-style-type: none"> <li>• On-road cycle lanes</li> </ul>	<ul style="list-style-type: none"> <li>• Sealed shoulder widening</li> </ul>
<b>Recreational Trails</b> These trails are aimed at leisure users, and may be considered an “off-road” trail (ie suitable for mountain biking)	Trails shown in the network plan are existing recreational trails only. Potential recreation trails are not included within this programme.	



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**LEGEND**

- GRADE 1
- GRADE 2
- GRADE 3
- RECREATIONAL PATH



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2021

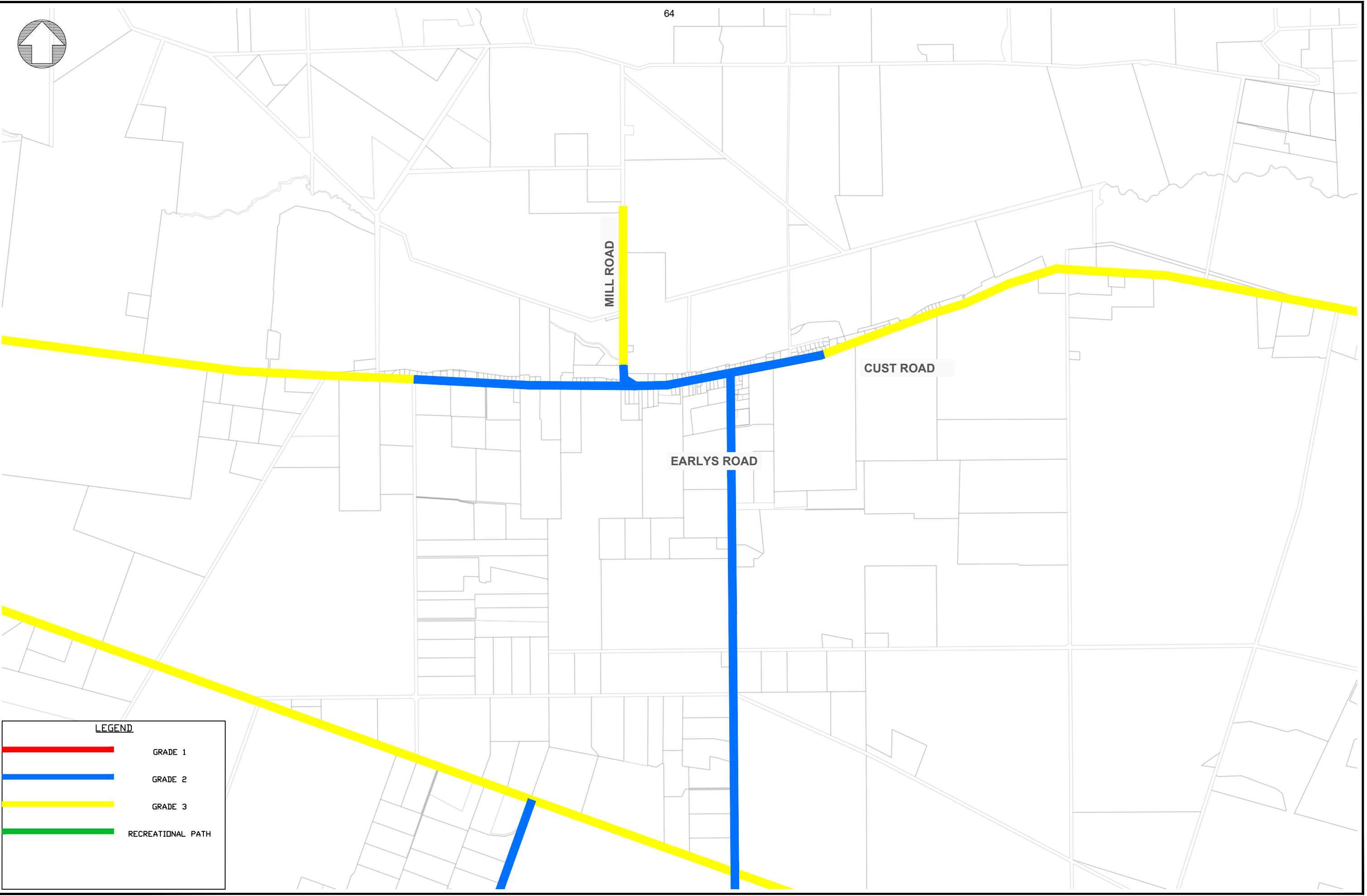
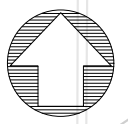
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PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	OXFORD (PROPOSED NETWORK PLAN)
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<b>FOR INFORMATION</b>	
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DRAWING	4221
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**LEGEND**

- GRADE 1
- GRADE 2
- GRADE 3
- RECREATIONAL PATH

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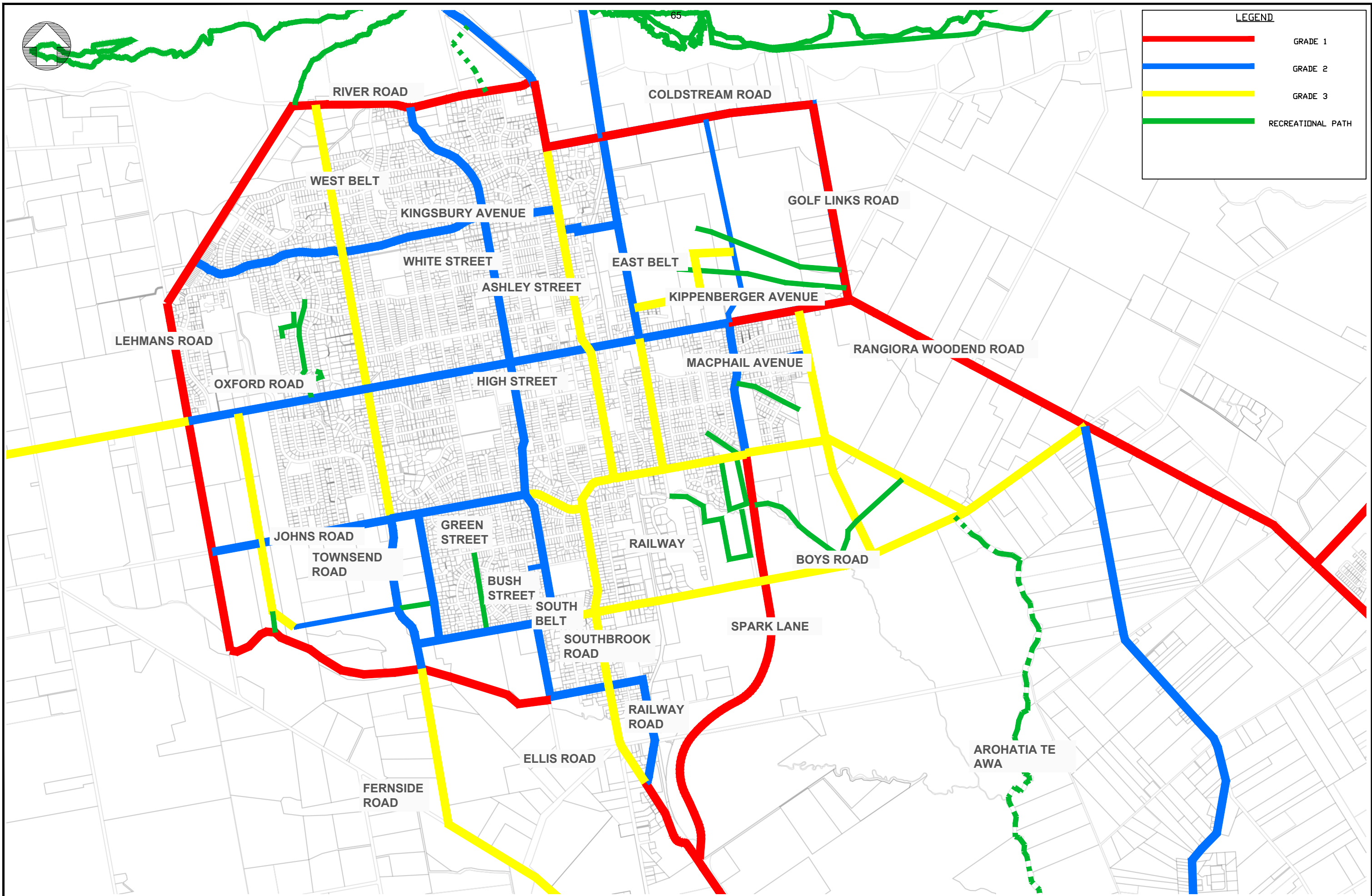
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PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	CUST (PROPOSED NETWORK PLAN)
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LEGEND	
	GRADE 1
	GRADE 2
	GRADE 3
	RECREATIONAL PATH

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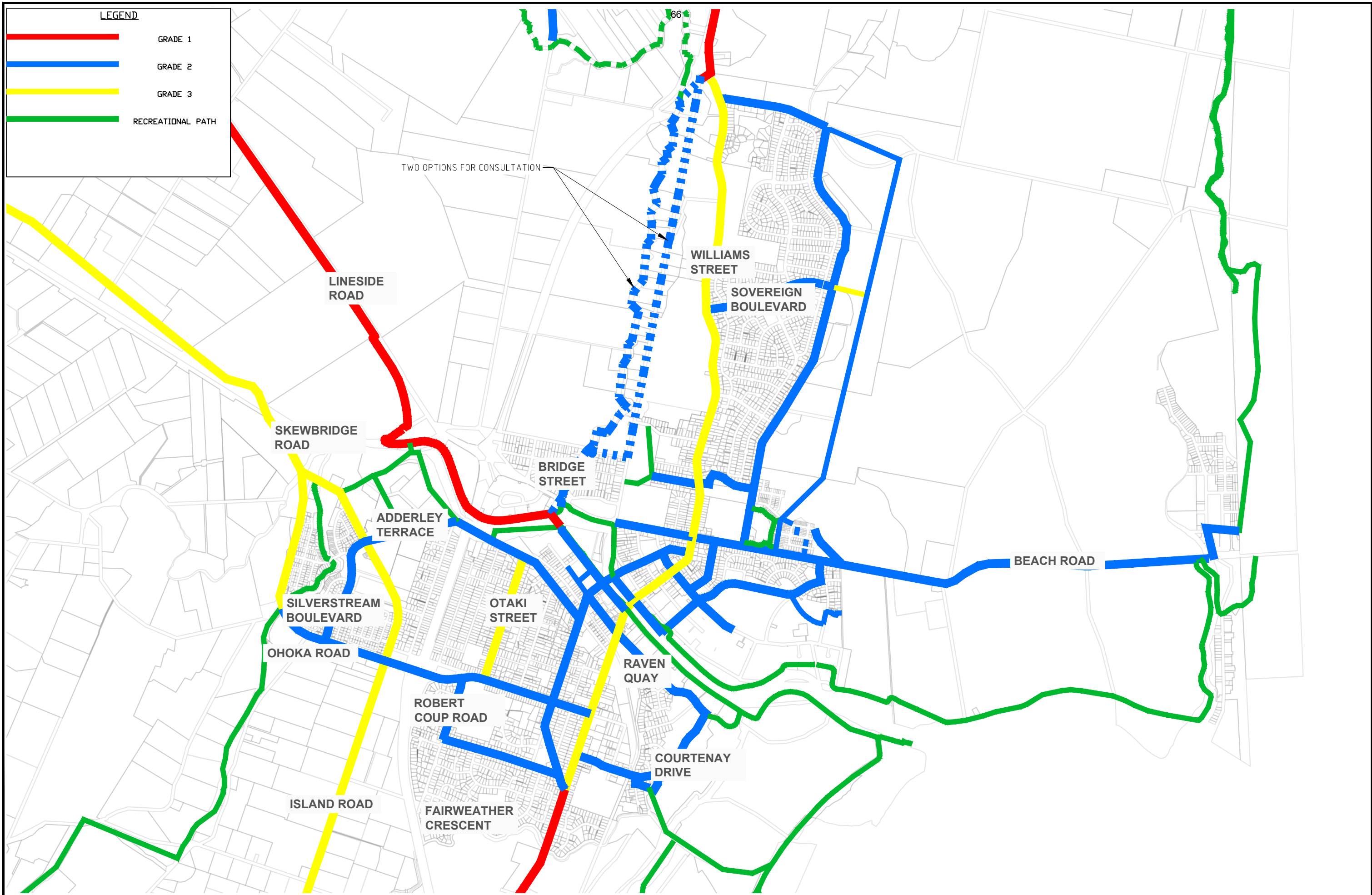


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	RANGIORA (PROPOSED NETWORK PLAN)
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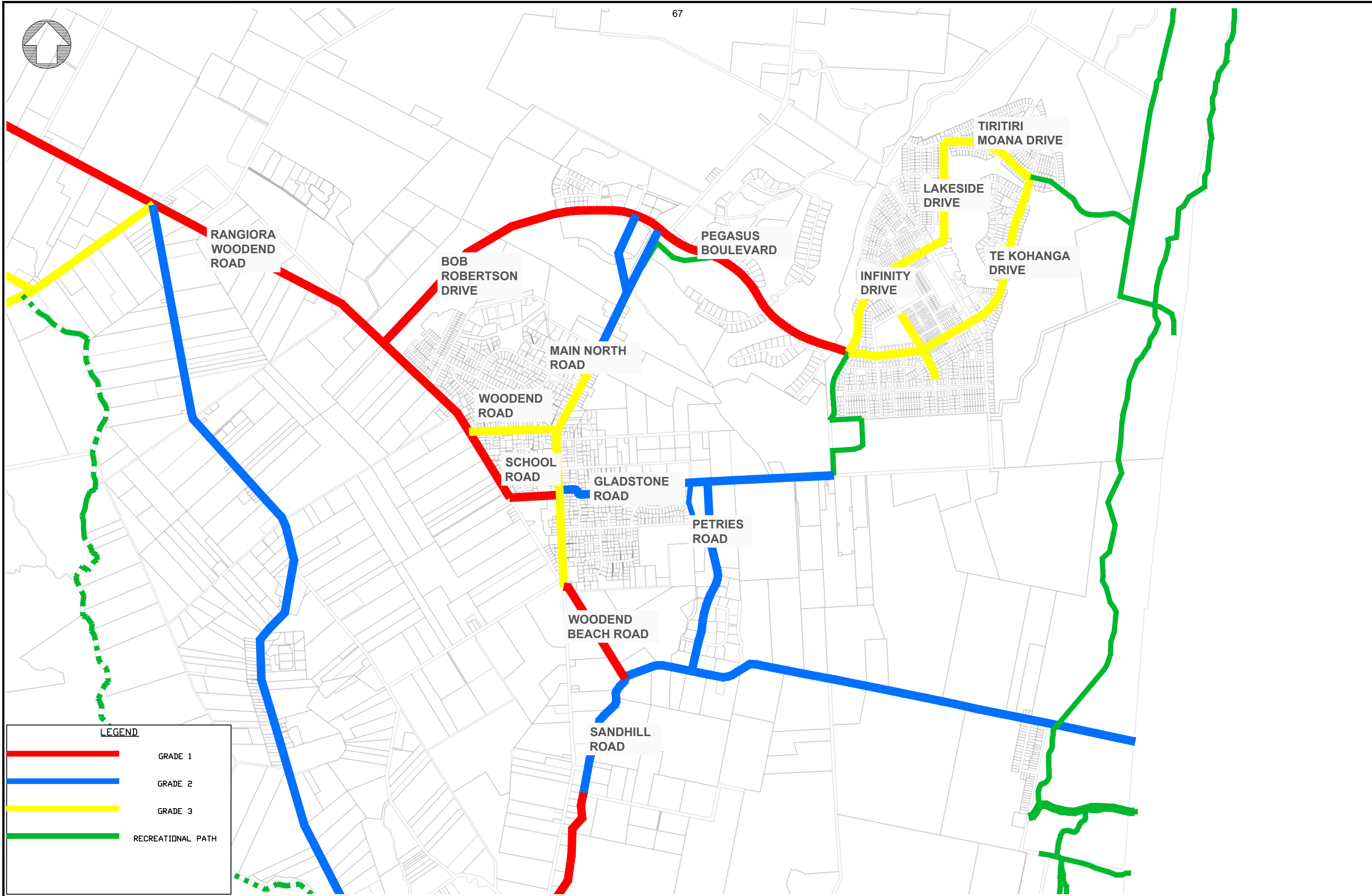
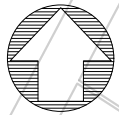
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PROJECT  
**WALKING AND CYCLING NETWORK PLAN**

SHEET TITLE  
**KAIAPOI  
 (PROPOSED NETWORK PLAN)**

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**LEGEND**

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	GRADE 3
	RECREATIONAL PATH

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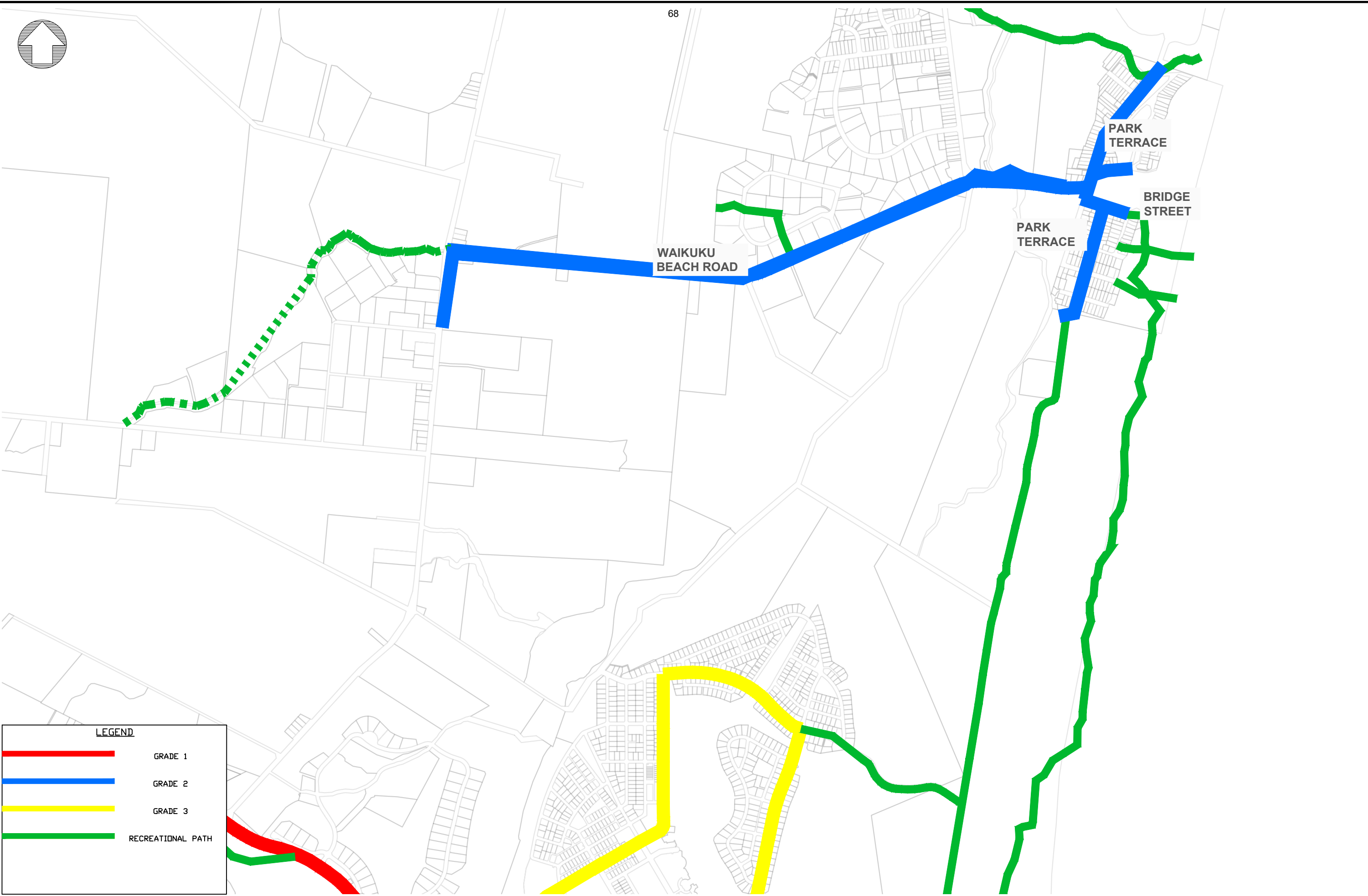
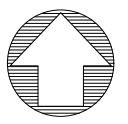


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	WOODEND/PEGASUS (PROPOSED NETWORK PLAN)
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**LEGEND**

-  GRADE 1
-  GRADE 2
-  GRADE 3
-  RECREATIONAL PATH

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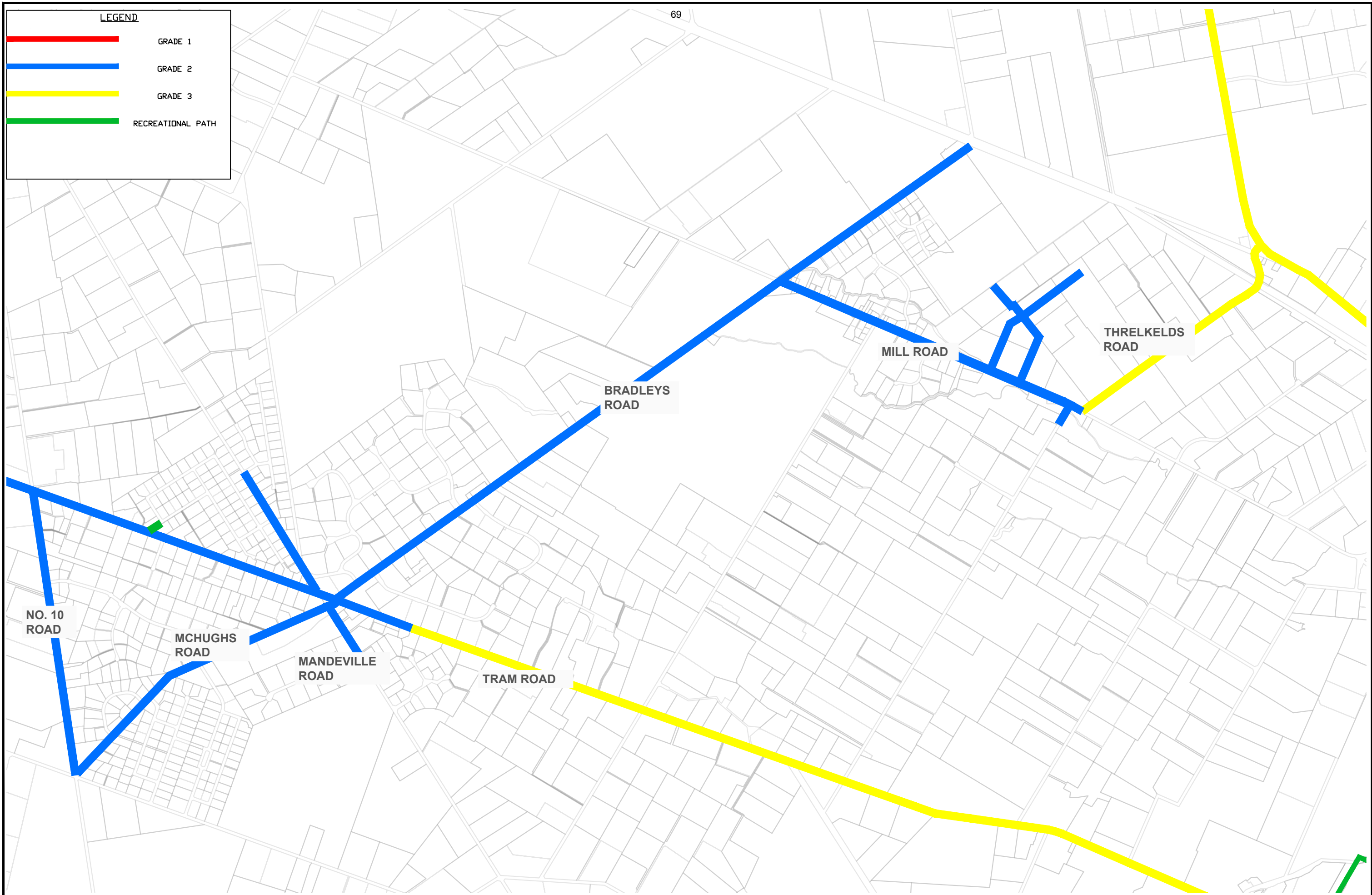


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	WAIKUKU BEACH (PROPOSED NETWORK PLAN)
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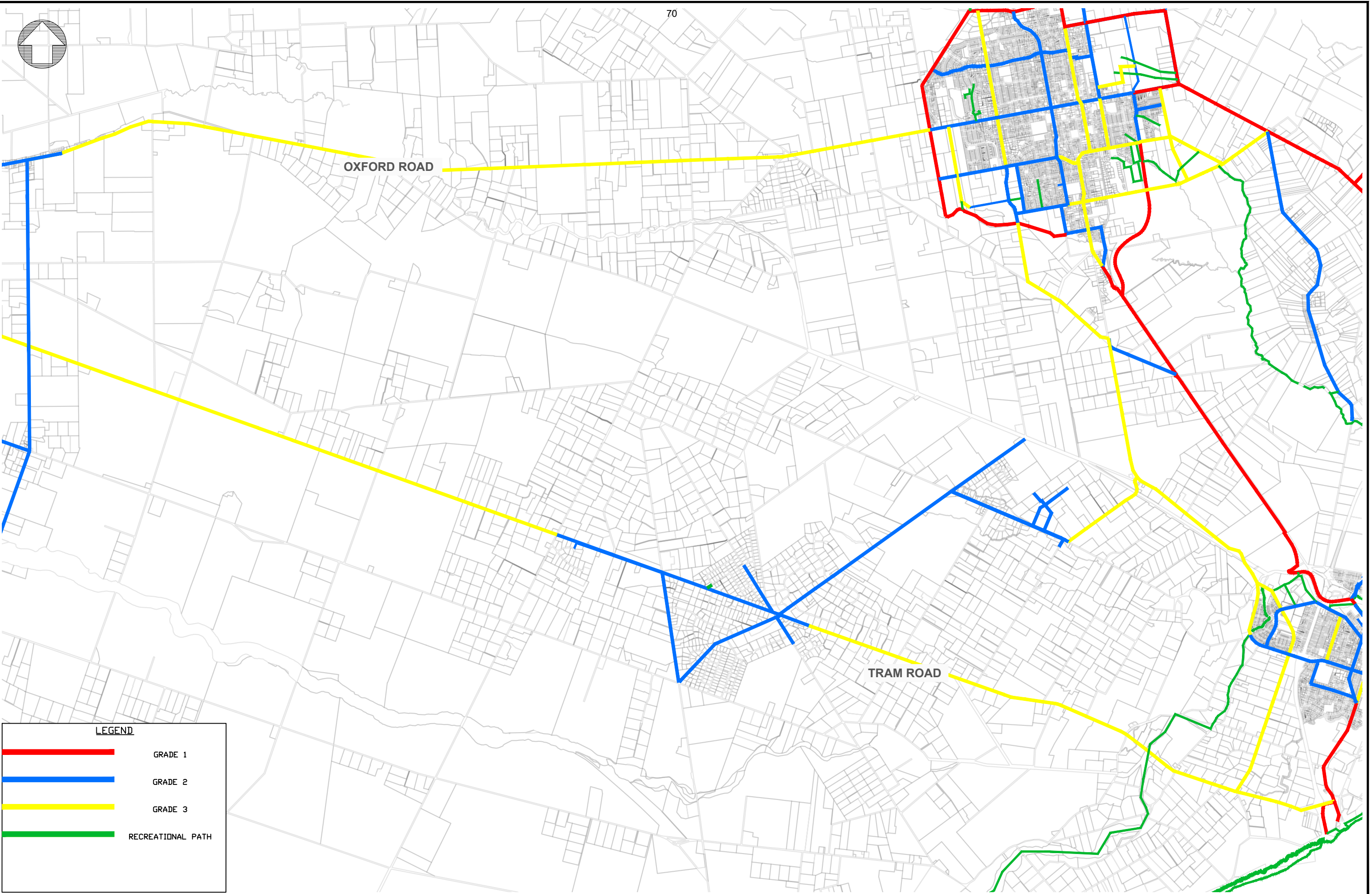
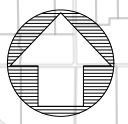
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PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	OHOKA/MANDEVILLE (PROPOSED NETWORK PLAN)
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**LEGEND**

	GRADE 1
	GRADE 2
	GRADE 3
	RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
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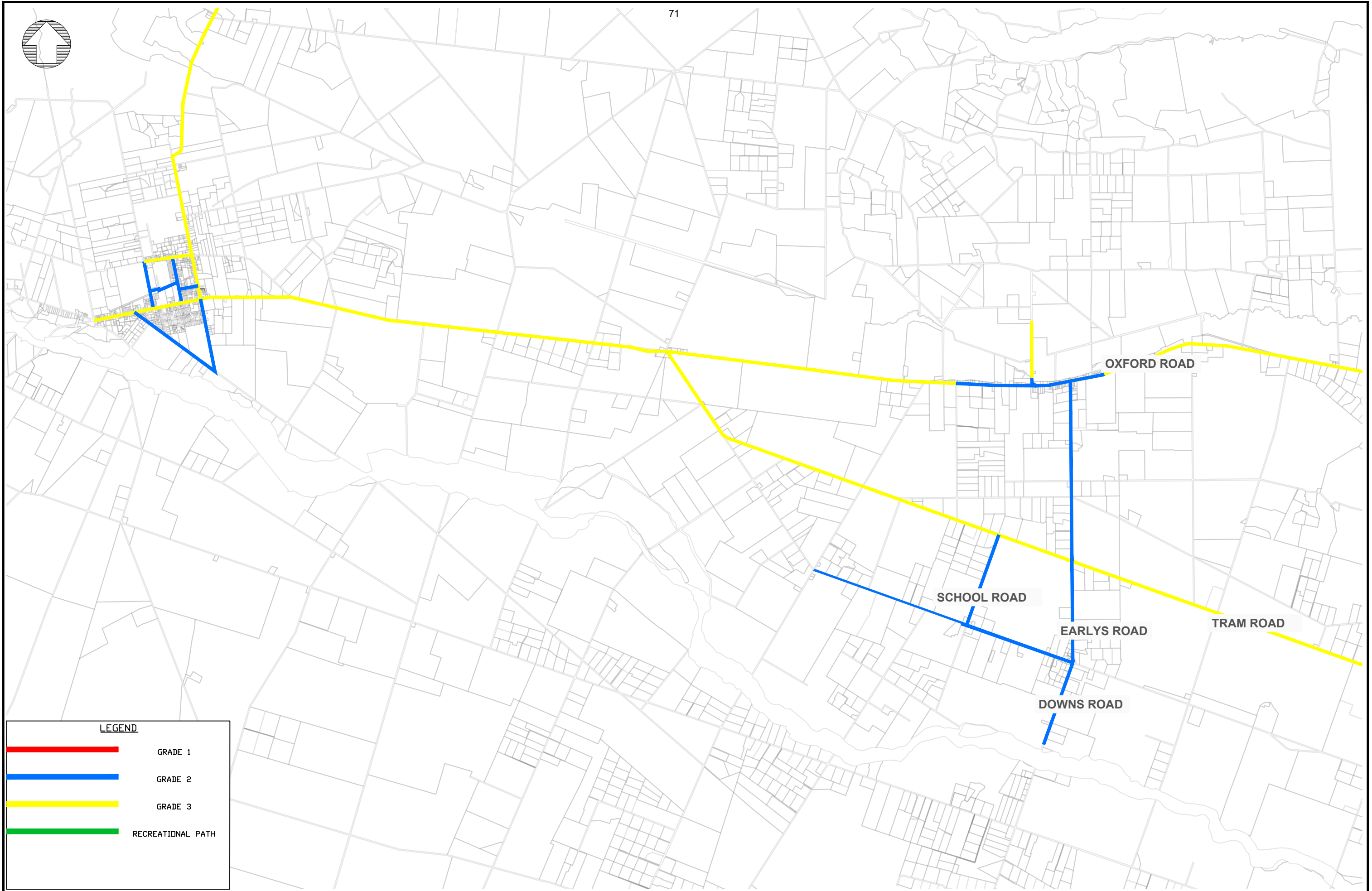
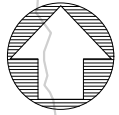


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	TRAM/OXFORD RD TO EARLYS RD (PROPOSED NETWORK PLAN)
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**LEGEND**

- GRADE 1
- GRADE 2
- GRADE 3
- RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
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PROJECT	WALKING AND CYCLING NETWORK PLAN
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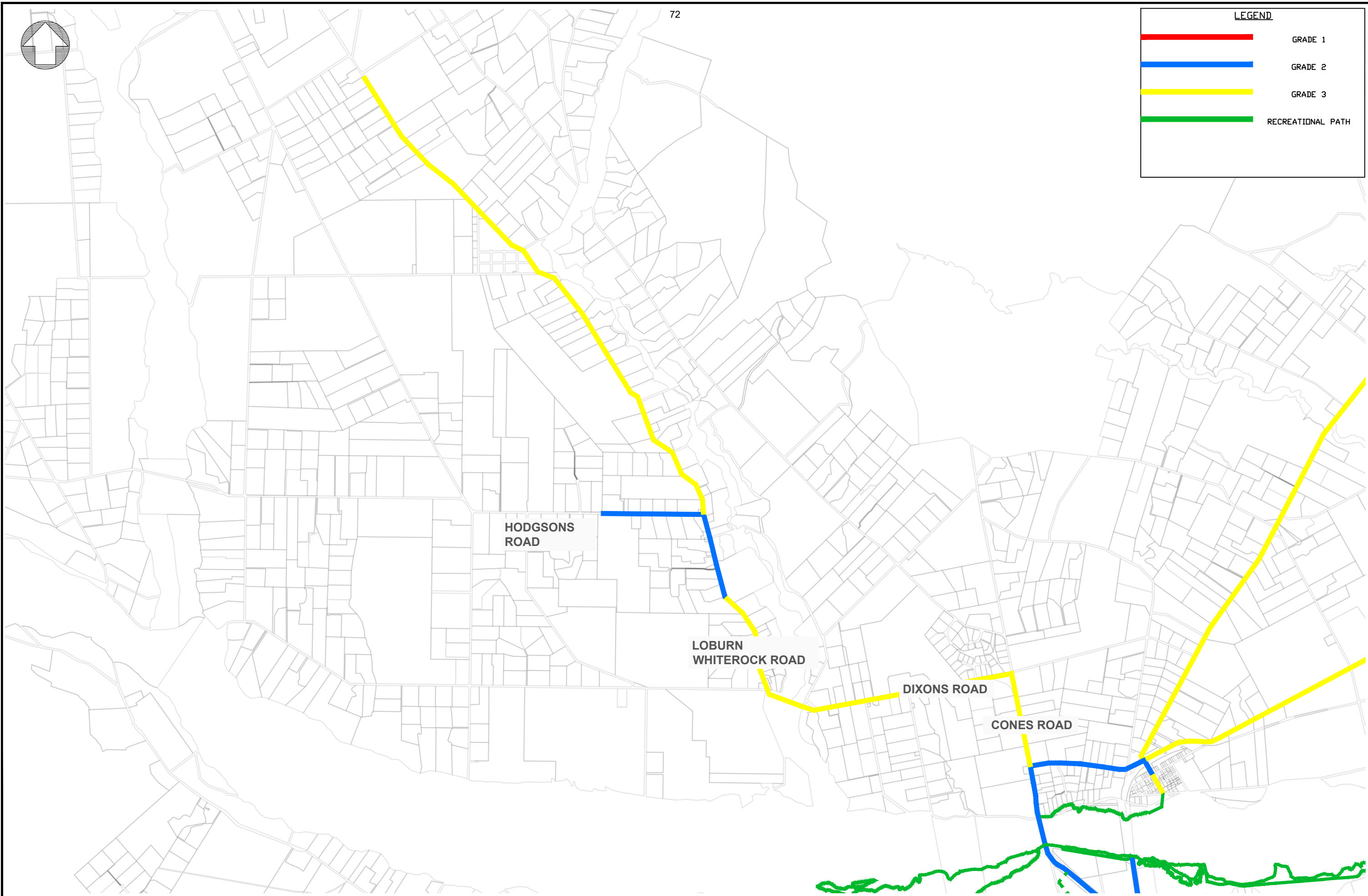
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**LEGEND**

- GRADE 1
- GRADE 2
- GRADE 3
- RECREATIONAL PATH



REV	REVISION DETAILS	DRN	CHK	APP	DATE
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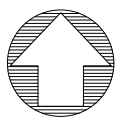
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PROJECT	WALKING AND CYCLING NETWORK PLAN
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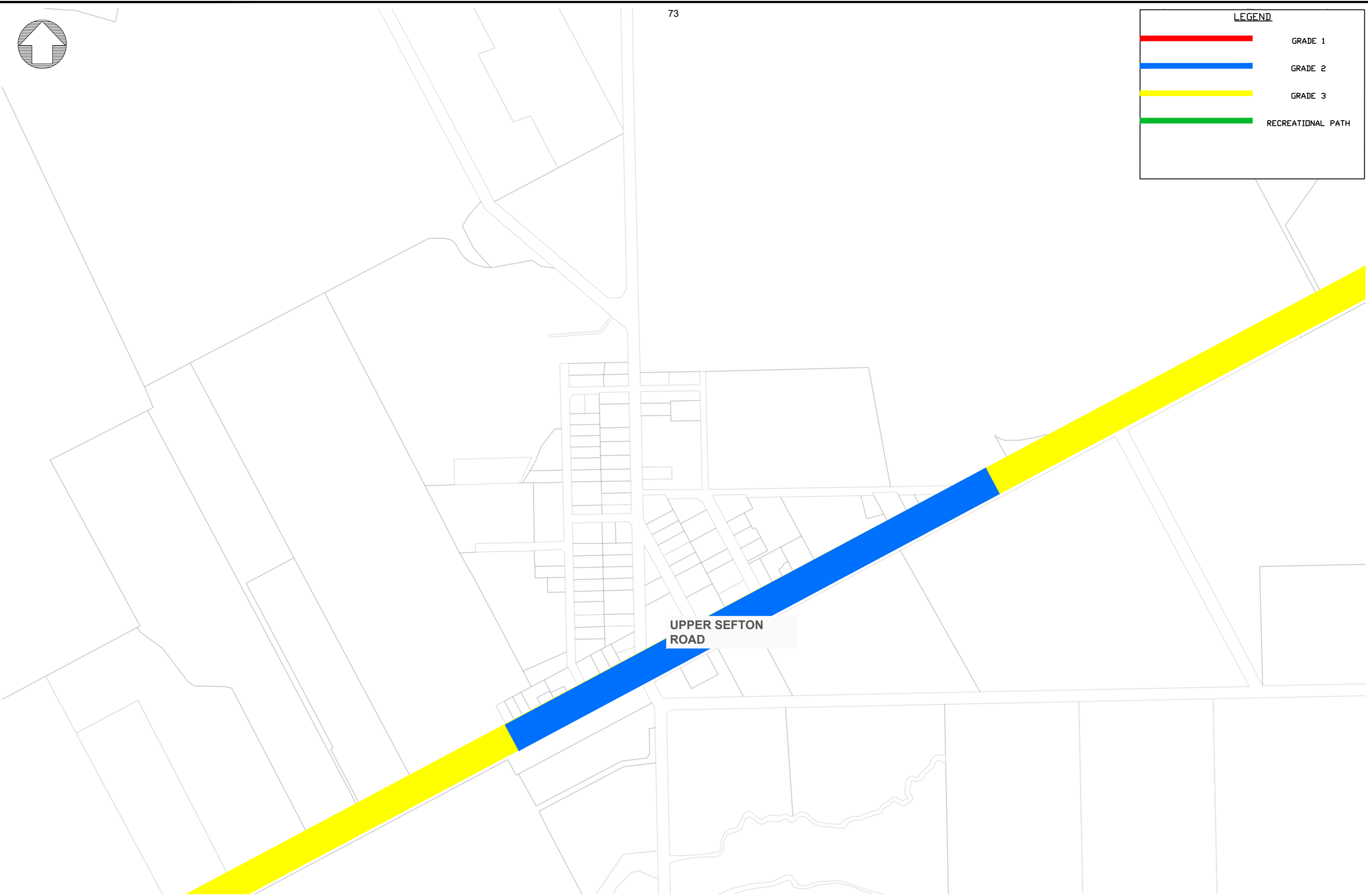
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**LEGEND**

- GRADE 1
- GRADE 2
- GRADE 3
- RECREATIONAL PATH



**UPPER SEFTON ROAD**

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2021

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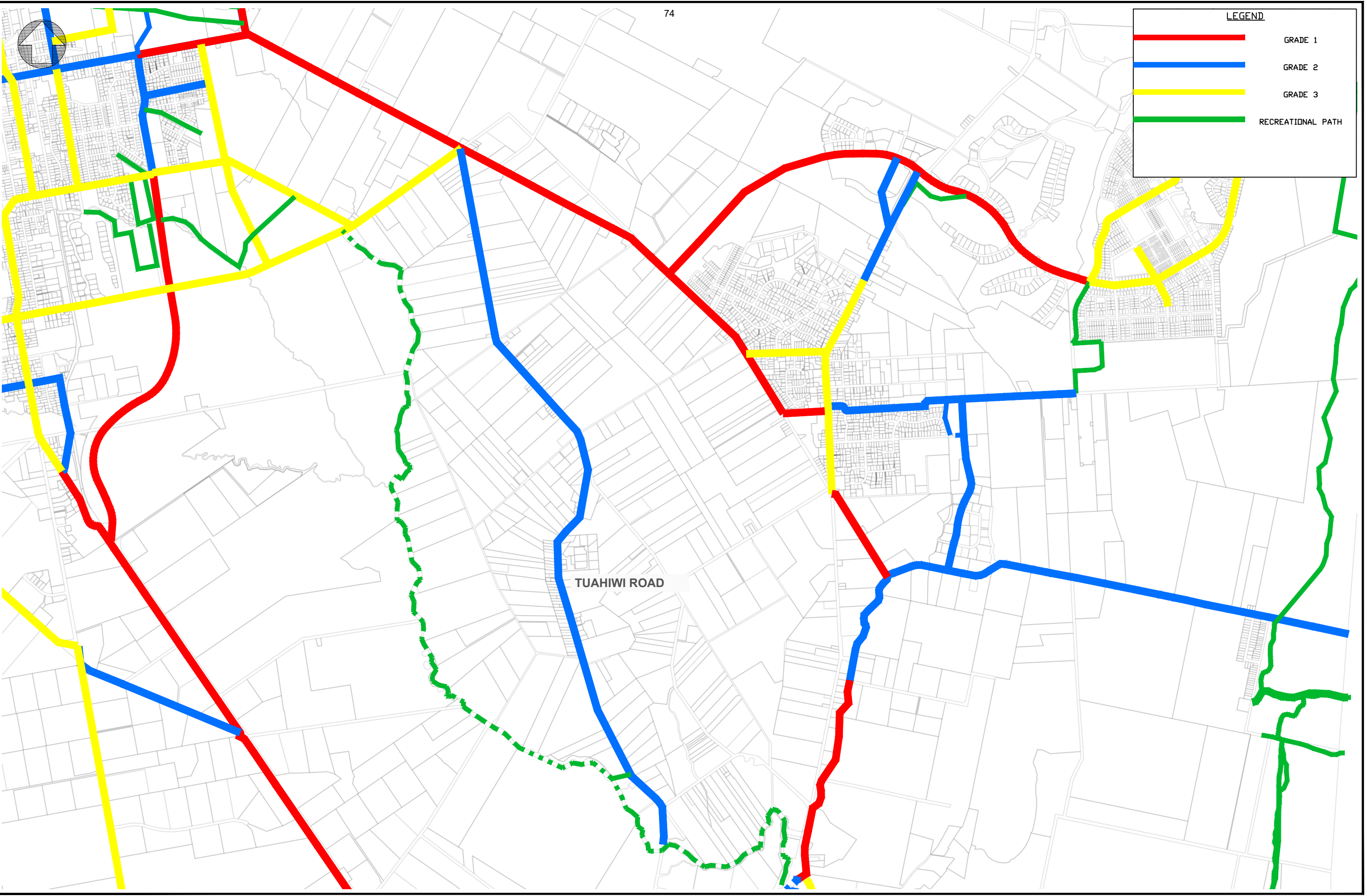


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	SEFTON (PROPOSED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
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LEGEND	
	GRADE 1
	GRADE 2
	GRADE 3
	RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
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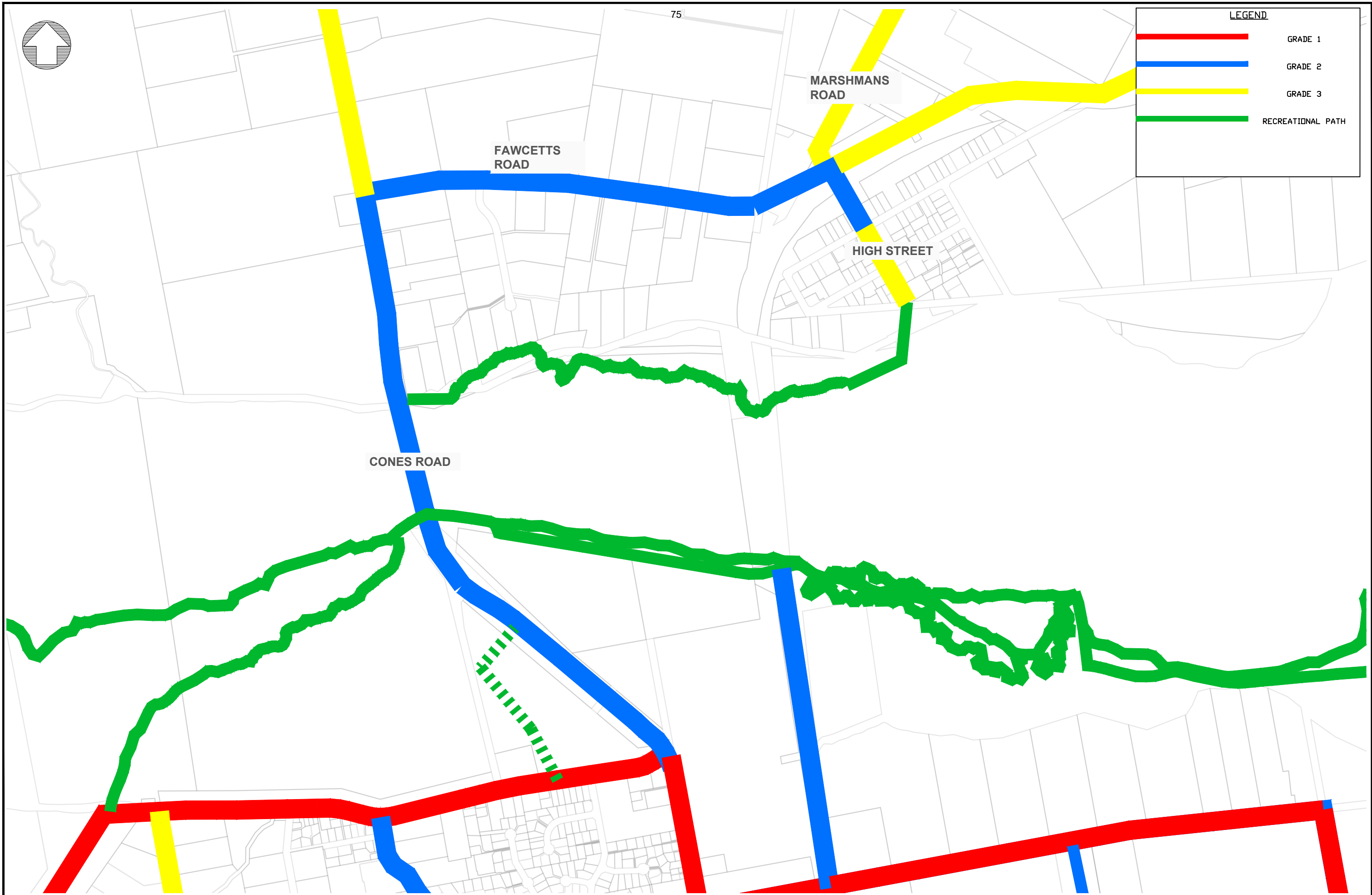
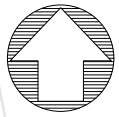
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PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	TUAHIVI (PROPOSED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4221
SHEET	REVISION
12	A



LEGEND	
	GRADE 1
	GRADE 2
	GRADE 3
	RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2021

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	

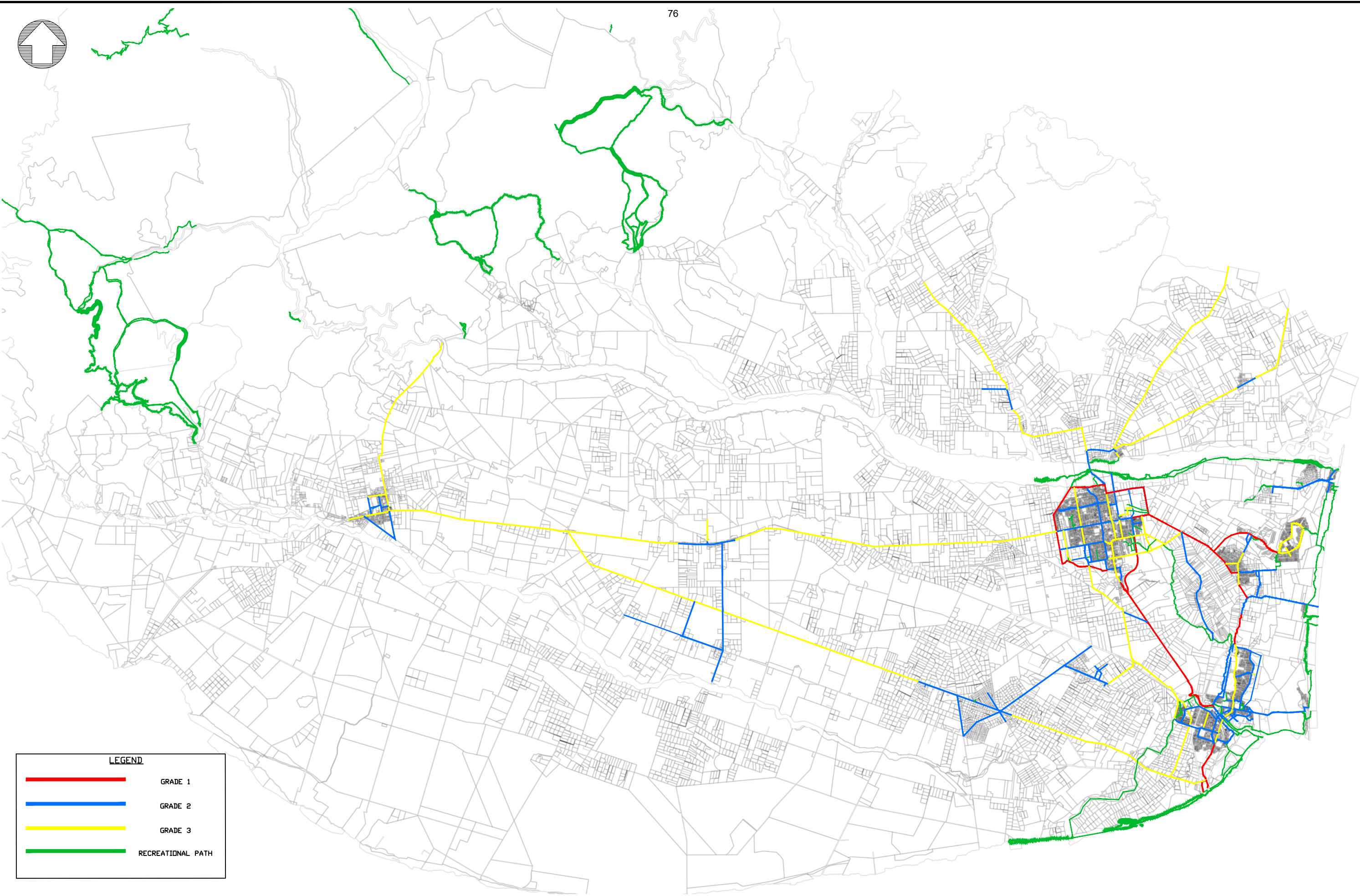
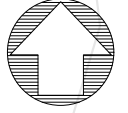


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	ASHLEY (PROPOSED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4221
SHEET	REVISION
13	A





**LEGEND**

	GRADE 1
	GRADE 2
	GRADE 3
	RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2021

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	



PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	DISTRICT WIDE (PROPOSED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4221
SHEET	REVISION
14	A



Table 1. Prioritisation for Option One.

	Link	High-Level Estimate
Priority 1 (Year 1-3)	Tram Road (Mandeville to Swannanoa School path)	\$290,000
	Ashley Street/Ivory Street/Percival Street	\$490,000
	Railway Road/Torlesse Street/Coronation Street/Ellis Road	\$950,000
<b>TOTAL</b>		<b>\$1,730,000</b>
Priority 2 (Year 4-6)	Harewood Road (High Street to Main Street)	\$100,000
	High Street (Main Street to Harewood Road)	\$160,000
	Earlys Road (end of current facility to Springbank Road)	\$40,000
	Mandeville Road (McHughs Road to Mandeville Sports Ground)	\$70,000
	Tuahiwi Road (urban limits)	\$30,000
	Williams Street North	\$420,000
	Sandhill Road (Williams Street to Woodend Beach Road)	\$700,000
<b>TOTAL</b>		<b>\$1,520,000</b>
Priority 3 (Year 7-10)	Main Street (urban limits)	\$250,000
	Cust Road (Mill Road to east of Earlys Road)	\$400,000
	Old North Road/Ranfurlly Street/Walker Street	\$950,000
	Woodend to Pegasus (SH1)	\$450,000
<b>TOTAL</b>		<b>\$2,050,000</b>

**WAIMAKARIRI DISTRICT COUNCIL****MEMO**

**TRIM NO:** 210720118263

**DATE:** 27 July 2021

**MEMO TO:** Don Young (Senior Engineering Advisor) and  
Allie Mace-Cochrane (Graduate Engineer)

**FROM:** Oxford-Ohoka Community Board

**SUBJECT:** Feedback on the Council's Cycle Network Plan

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At the Oxford-Ohoka Community Board meeting held on 7 July 2021, the Board was requested to provide feedback on the Council's proposed Cycle Network Plan. The following feedback was received from members:

- The Board is concerned about the lack of information accompanying the Cycle Network Plan which were tabled at the Board workshop. It is particular unclear from the provided maps on what side of the identified roads, streets the cycleway/shared paths would be developed.
- Sheet No.01

*High Street to Harewood Road and Harewood Road to Main Street.*

This location is now used extensively by pedestrians/walkers, especially High Street/Harewood Road/Park Avenue. Assuming that the shared path will be on the same side as the houses (zoned Residential), will the existing asphalt footpath be extended to the end of the zone (No.89)? Alternatively, if the shared path is developed on the cemetery side, will pedestrians /cyclists be expected to cross at the busy intersection?

This Grade 2 pathway goes through a Rural zoned area, and an area (from Burnt Hill Road to Park Avenue) which is zoned Residential on one side of the road and Rural on the other. Again, it is unclear on which side of the road the pathway will be. If the shared path is located on the southern side of Harewood Road, then the Council will need to consider an asphalt path from Burnt Hill Road to Park Avenue. The Board asked for a new footpath to be laid along Harewood Road in its submission to the 2021/31 Long Term Plan, however, this currently falls outside of the four year plan.

If Council plans to develop the shared path on the northern side of Harewood Road, then the Council will be compelling walkers/cyclists to cross over a busy rural road at the end of High Street onto Harewood Road with a 100km/h speed limit.

*Bay Road to Burnett Street*

Is Council staff aware that some of the proposed route encompasses part of Oxford A&P land, and have the Council been liaising with the Oxford A& P on this matter?

- Sheet 06

#### *Tram Road*

The Board wishes Tram Road to remain the Council's main priority. However, consideration has to be given to horse riders as they are often seen along this area along with cyclists and walkers.

The Board support the extension of the existing path on Tram Road from No.10 through to the Mandeville shops. However, the Board has expressed a concern regarding the approximate cost that is associated with this path, assuming it is an unsealed, unboxed path.

- Semi-rural Areas

Serious consideration needs to be given about the paving infrastructure that is provided for semi-rural residence, such as the Mandeville/Swannanoa area. Infrastructure should be developed so that semi-rural residents have alternative options that using motor vehicles to take their children to facilities and schools. Further development in these areas will inevitably occur, and the demand for such infrastructure will become increasingly necessary.

Due to aforementioned uncertainties, the Board believes that more information should be provided on what exactly is planned. Clarity should also be provided on which areas will be considered 'Urban areas' and which will be 'Rural areas' with regard to the propose Treatment Options.

To enable the Board to answer any questions that community members may have, it will be appreciated if the Board could be briefed on precisely what the Council will be consulting the public on. The Board also wishes clarity on how the Cycle Network Plan will be incorporated in the Council's Walking and Cycling Network Plan that is being developed in conjunction with the Walking and Cycling Group on which the Board is represented. It should be noted that not all the paths proposed are solely for cycles, e.g. the section down Tram Road could be used by runners, walkers and cyclists, potentially even horse riders if this was allowed.

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** EXC-55 / 210922153158

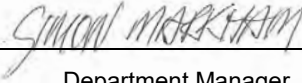
**REPORT TO:** COUNCIL

**DATE OF MEETING:** Tuesday 5<sup>th</sup> October, 2021

**AUTHOR(S):** Simon Hart, District Recovery Manager

**SUBJECT:** May 2021 Flood Recovery – Completion Report

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

  
Department Manager

  
Chief Executive

**1. SUMMARY**

- 1.1 This report provides Council with an overview of the flood recovery work undertaken by Council staff following the extreme weather event that occurred on the 30<sup>th</sup> - 31<sup>st</sup> May 2021. This event resulted in significant flooding to multiple parts of the District, and a need to activate the Civil Defence Emergency Operations Centre (EOC) and subsequent recovery management functions.
- 1.2 This report provides an overview of the recovery structure adopted by Council for this event, and the core activities performed by Council teams during the recovery phase. Furthermore, the report highlights the flood related works that will continue beyond 'coordinated recovery' as part of Business as Usual (BAU) work programmes.
- 1.3 Whilst some ongoing work generated by the flood continues within Council BAU teams, there is no longer a genuine need to resource dedicated recovery coordination, and as such this report signals the termination of formal coordinated flood recovery work.
- 1.4 Importantly, this report also captures a number of key learnings from this flood event, and identifies opportunities for Council to enhance and improve the future recovery activities of Council.

**Attachments:**

- i. Copy of Coordinated Recovery Projects Spreadsheet (Trim 210922153159)
- ii. May 2021 Flood Event and Emergency Works - Updated Costs (Trim 210817135255)

**2. RECOMMENDATION**

**THAT** the Council:

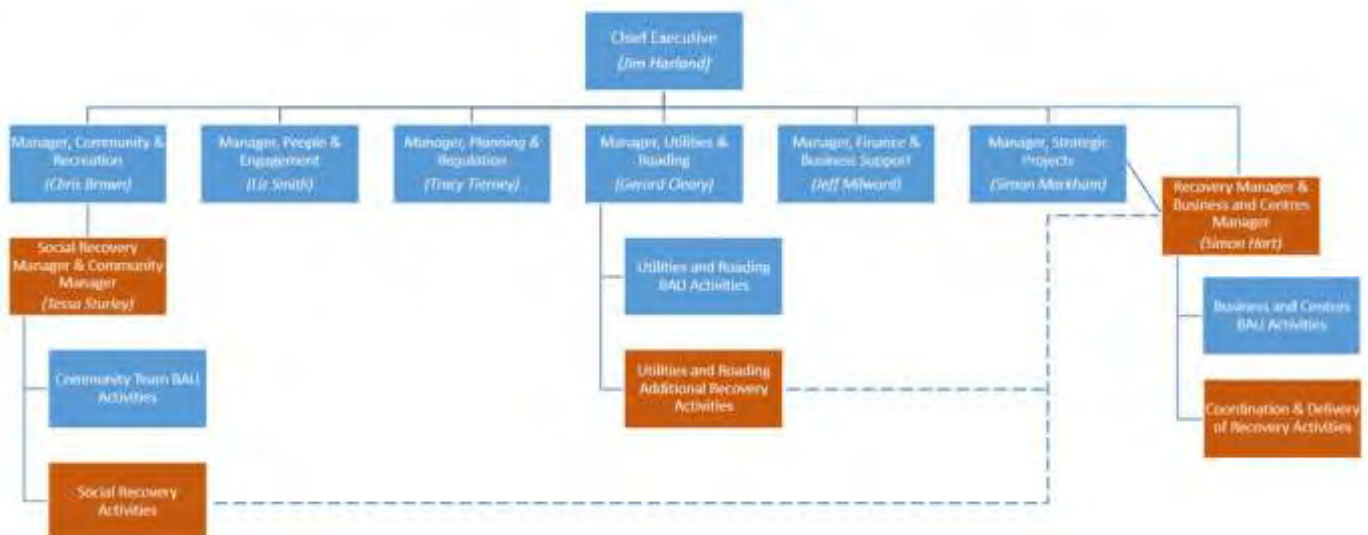
- (a) **Receives** Report No. 210922153158.
- (b) **Notes** the significance and scale of the May Canterbury Flood event as detailed in section three of this report.
- (c) **Notes** the activities and programme of work undertaken during the flood recovery phase of the May flood event.
- (d) **Notes** the ongoing flood recovery work that will continue as part of Council BAU work programmes, and will reported on through normal management and governance processes.

- (e) **Notes** termination of formal 'coordinated recovery' has occurred, and the support provided by the Recovery Management function is no longer required.
- (f) **Acknowledges** the support of key organisations involved in the recovery phase of this event, and in particular the North Canterbury Rural Support Trust for their work within the rural communities.
- (g) **Notes** both the learnings captured from this flood event, and the opportunities identified for improvements to future recovery activities of Council.
- (h) **Supports** a further review of the Council's Recovery Management arrangements by Council staff, with the intention of considering how the learnings and opportunities identified in this report might be used to improve recovery operations for future events.
- (i) **Notes** the importance of ongoing development and inclusion of critical GIS resources to support both the EOC for future emergency responses, and the Recovery Management Team for future recovery activities.
- (j) **Notes** a report will be made to the draft 2022/23 Annual Plan Budget meeting in January 2022 regarding funding for specialist advice in developing the Council's Recovery Plan and related processes for use in future recovery events.
- (k) **Notes** that the development of a District Recovery Plan may result in a request for further resourcing to enable greater disaster recovery capacity within Council. Any such further resourcing would be subject to a further report to Council for consideration.
- (l) **Circulates** this report to the Community Boards for their information.

### 3. **BACKGROUND**

- 3.1. As noted in previous reporting on this flood event, significant rainfall over the 29th-31st May 2021 and resulted in damage to both rural and residential private properties across the District, and the Council's own infrastructure assets.
- 3.2. The rainfall was higher in the western parts of the district, and was a longer duration event which had more of an impact on river flows, and infrastructure next to rivers, rather than our urban systems. The highest rainfall quantities were recorded around the foothills of Oxford and Okuku, with coastal areas showing lower-level rainfall levels. Coastal areas however were affected by swollen river levels and high tides, causing backflow of flood water into lower lying areas.
- 3.3. The rainfall that occurred was estimated to be a in the order of a 17 year event in the eastern part of the district and over a 100-year event in the western part of the district over a 48-hour period. The event was worsened by a number of factors including preceding wet weather, higher groundwater levels, tides and storm surge and various blockages in storm water networks.
- 3.4. The Council's Emergency Operations Centre (EOC) was activated on the morning of Sunday 30th May and closed on Friday 11<sup>th</sup> June. During the course of the response phase of this event, the EOC undertook evacuations of properties adjacent to the Eyre River; Mt Thomas Rd from the confluence of Okuku River-Ashley River to the Rangiora-Oxford Rd intersection; Dunns Ave in the Pines residential area and Kairaki excluding the motor-camp overnight 30 – 31 May.
- 3.5. In addition, the EOC coordinated needs assessment for 78 families, and oversaw Building Inspector rapid impact assessments 12 dwellings, three of which were yellow placarded due to water damage.

- 3.6. Whilst the Councils Recovery Manager was present within the EOC from the 30<sup>th</sup> May, final planning for the transition from EOC response work, to formal recovery began on Monday 7<sup>th</sup> June, with the formal Notice of Transition being signed on Thursday 11<sup>th</sup> June by Mayor Dan Gordon. The formal Notice of Transition provides a number of statutory powers that enable the Recovery Manager and their team to continue carrying out emergency works with greater certainty and legislative authority for a period of 28 days. This can be extended by up to two further period of 28 days if required.
- 3.7. During the planning of the transition to Recovery, consideration was given to the specific recovery tasks that required resourcing, and the appropriate recovery coordination and support that would be required. It became clear, that the most significant recovery tasks would include:
- Infrastructure repairs and replacements, particularly related to roading and three waters infrastructure.
  - Ongoing welfare and social recovery support.
  - Support of rural property owners that had incurred significant damage to their farms or lifestyle properties.
  - Coordination with appropriate regional and Government organisations that had mandated recovery responsibilities
- 3.8. With the Councils Utilities and Roading department best placed to respond to the infrastructure damage, the Councils Community Team best placed to oversee ongoing social recovery tasks, and a number of agencies stepping into support rural recovery activities, Mayor Dan Gordon, and the Councils Management team opted to support a model of Recovery where specific recovery tasks were led by the appropriate Business and Usual (BAU) functions of Council, with coordination support, and remaining recovery tasks being undertaken by the Council's Recovery Manager with support from the Councils Civil Defence team. The following structural chart highlights the Recovery model selected for the May flood event.



- 3.9. During the recovery phase of this event, the Recovery Manager was included in weekly Management Team Operations meetings to talk to weekly progress updates, and to ensure recovery activities across BAU teams were being coordinated at the Management Team level.
- 3.10. Within each BAU team involved with the delivery of recovery activities, appropriate planning and arrangements were put into place. The mechanism for coordinating the various recovery activities across these teams was a 'Coordinated Recovery Activities'

spreadsheet (attachment i). This spreadsheet highlighted the major recovery tasks, across a number of 'recovery programmes', and allowed project leads to provide weekly updates. The spreadsheet also provided staff with the ability to track expenditure, and identify potential transitional powers that might be required. Attachment i is a copy of the final version of this spreadsheet provided to the Council's Management Team at the end of August. This was the point at which the Management Team agreed the 'coordinated recovery management' was no longer required, and remaining recovery tasks would be delivered by BAU functions, with required reporting on these activities being progressed through normal Council functions.

#### **4. ISSUES AND OPTIONS**

- 4.1. In July 2021 Council considered a report from the Utilities and Roading department on the May flood event and approved un-budgeted expenditure of \$3.5 million to respond and repair damaged infrastructure. A further report was provided to Council updating on the infrastructure programme in September 2021. This latest report (attachment ii) estimated the cost to complete the 'emergency works' infrastructure programme at \$2.82 million.
- 4.2. As noted in the above mentioned report, excellent progress has been made across the infrastructure programme since the May event. However, while the major and immediate infrastructure issues have largely been resolved, the report identified ongoing work in the following areas:
  - 4.2.1. Further repairs to bridge approachments, including scour protection for a number of bridges to be undertaken.
  - 4.2.2. Continued monitoring of river flows which continue to be high, and result in fords remaining closed. Work to repair damage around Fords will occur in conjunction with ECan river works and as river flows allow.
  - 4.2.3. Further grading on unsealed roads across the network to address issues with damage and potholing due to ongoing wet weather and saturated pavements.
  - 4.2.4. Ongoing work to secure the Lees Valley access ways. In particular work to address the Whistler Bridge which is very exposed to ongoing river scour, and was previously protected by gabions. Re-shaping of the abutments at both ends of Whistler Bridge, and at Five Gullies Bridge which are currently exposed through lack of robust rock protection. And instillation of willow walls along the road where small under-slips have affected the resilience of the road.
  - 4.2.5. Continued work with 'Okuku Cluster' residents that were adversely affected by the Okuku River breakout. In particular provided support as required, as Environment Canterbury begin discussions with residents about future river protection options, and future river rating areas.
  - 4.2.6. Continued work with Environment Canterbury on the Pines Kairaki – Beach Road to coordinate and repair the headwall structure, and the upstream headwall of the culvert, and make modifications to the culvert, flapgate and stopbank at Kairaki Creek / Beach Road.
  - 4.2.7. Further investigation into the Smarts Road and Feathers Road area where overland flooding caused an issue at a number of properties.
  - 4.2.8. Around 245 service requests were received by the Utilities and Roading department as a result of the May and June events. Further assessment to determine if any further maintenance or investigation is warranted at key identified sites is planned.
  - 4.2.9. There was a substantial amount of infrastructure damaged surrounding the Coopers Creek headworks, and connection across to Mountain Road. Staff have

undertaken an options assessment, and have recommended to Council that this headworks be abandoned, and the Mountain Road properties connected to the Oxford Rural No.1 water supply.

- 4.2.10. Further work alongside Environment Canterbury in regards to the installation of the stopbank at Waikuku, including the sealing of the top of this as part of the road network through the car park in this area.
- 4.3. The above infrastructure works will continue to be managed and reported on by the Council's Utilities and Roading department.
- 4.4. In addition to the Council's infrastructure repair programme, significant work has gone into supporting the District's rural communities. As noted above, overland and river breakout flooding caused damage to both commercial farms and lifestyle properties. In particular, properties alongside the Okuku River, at Journeys End, and at O'Hallorans Road experienced significant damage with shingle and debris engulfing large parcels of land, damage to fences and outbuildings, loss of feed and pastures, and relocation of livestock.
- 4.5. Early in the course of the recovery, the Government announced a number of support packages for rural communities across Canterbury. The most significant of these was a \$4,000,000 fund to support farmers with uninsured or uninsurable damage caused by the floods. In addition to this, a programme of Enhanced Taskforce Green (ETFG) was launched and provided with an initial budget of \$500,000. Government also provided two lots of \$100,000 to the various Mayoral Relief Funds across the region, to be allocated by each Council as they saw appropriate to address the needs of their respective communities.
- 4.6. The \$4,000,000 fund, held by the Ministry of Primary Industries (MPI), was targeted at commercial farms which were largely defined as those that derived more than 51% of their income of the property. An Evaluation Panel was appointed to assess applications from around the region, and make funding allocation decisions. Panel members were nominated by Council Mayors and supporting staff, based on their knowledge of the rural sector and the impacts of the flood event. Realising the \$4,000,000 was not likely to be adequate to resolve all of the farm based damage across the region, the Panel opted to refine the funding criteria to address the remediation of shingle and debris that had engulfed farms as a result of river breakouts. Funding allocations were also limited to a maximum of 50% of the assessed damage value, with the remaining 50% of funding being the responsibility of the property owner. It is understood that Ten farms within the Waimakariri District have applied for MPI funding: three were successful; five were unsuccessful and the decisions on two others remain pending.
- 4.7. In addition to the MPI fund, commercial farms were also eligible for ETFG support. This programme saw small teams of people given basic training, and supplied with basic tools and personal protective equipment (PPE), allocated to farms across the region to undertake clean up tasks, fix fences, and support simple on-farm repairs. Again, a specific rural recovery working group was formed to develop a priority list of properties around the region, and disburse ETFG teams accordingly until funding for this programme was exhausted. Nine farms within the Waimakariri District were provided with EFTG support.
- 4.8. Whilst commercial farm operations were able to apply for the above mentioned MPI funding and/or ETFG support, those who did not meet the threshold for these forms of aid, namely lifestyle block owners, and also had significant uninsured/uninsurable damage were left with the sole options of seeking support from District Mayoral Relief Funds.
- 4.9. In total, around 60 rural properties received impact assessments in the Waimakariri District during the recovery phase of this event. 25 of these were classified as life-style blocks and of these, 11 were initially provided with Mayoral Relief Fund support of \$4,000 each.



A number of other small allocations were made, both during the response phase and the recovery phase. Two further rural applications, which have emerged since allocations were made have been assessed, and a recommendation to split the remaining flood related Mayoral Relief Funding amongst these to property owners is awaiting a final decision of the Mayor. 14 life-style properties did not require further support.

- 4.10. In total, around \$50,000 has already been allocated to life-style block owners across the District. On the basis the further two applications are allocated the remaining funds, the full flood related Mayoral Relief Funding support available (\$55,400) will have been allocated to almost 20 affected residents.
- 4.11. It has become clear through the recovery phase that the cost to those within the District's rural communities that have been impacted upon by the May flood event, is much greater than the collective aid that has been available. Many properties have lost portions of their land to the river, and/or face significant repair costs. Whilst there are numerous parties involved in the rural recovery, and Council's recovery phase has drawn to a close, rural property owners will continue to face repairs and costs over the coming months and years, and this is likely to be the cause of ongoing stress within these communities.
- 4.12. Another concern that emerged early on during the recovery phase of this event, related to the long term viability and sustainability of properties damaged as a result of river breakout flooding. In particular, those within the 'Okuku Cluster' raised specific concerns with regards to investing significant time and money repairing their respective properties, without confirmation from appropriate Government and other relevant agencies, that they would not then need to consider retreat scenarios. These property owners also highlighted the potential insurance consequences of these sorts of decisions.
- 4.13. As such, Council recovery staff began engagement with a number of agencies, to seek clarification on this matter. The following table highlights the agencies that were contacted, and provides a summary of their respective responses. In short, whilst a number of agencies had a particular interest in the Canterbury flood event, they did not see the event as triggering specific retreat scenario discussions with property owners within the region.

Instead, the focus appeared to be responding to the specific relevant needs of communities as appropriate, and feeding relevant information from the event into more significant national policy and legislative development work, such as the Ministry for Environments work on the Climate Change Adaptation Act.

A number of conversations with specific staff from these agencies highlighted that, while this event was not likely to result in retreat based conversations that did not mean that future events would not trigger such discussions. In addition, it was observed that property owners should consider their own set of natural hazard risks, and seek to make the appropriate decisions for their own long term well-being.

Agency/Organisation	Response/Feedback
New Zealand Insurance Council	<p>Insurance companies advised that insurance will still be available in Canterbury following the recent floods. However each company will look at a property on a case by case basis and even with the same information, they will take different positions depending on their own appetite for risk. Decisions by companies are not just taken at sign-up time, but are continuously reviewed as new information comes to hand, with the obvious one being after an event, such as what Canterbury has experienced recently.</p> <p>In terms of future insurance availability, insurers make their decisions based on a variety of information, including: the questions asked during the sale/sign up process; information from Councils and modelling companies on hazards such as flood and coastal inundation; data on past events and claims, frequency and when it happened; and what has been done to remediate.</p> <p>Natural hazard risks is just one factor that insurance companies take into account. Insurers will also be looking at things like the age of the property, how well it is maintained, if wiring is up to date, for example. Depending on all of those inputs, insurers have a range of measures they can apply. More likely would be to not cover hazard mitigation compliance costs where these have already signalled to the homeowner, premium loadings or increased flood excesses. Less common is excluding flood or declining cover all together.</p>
Land Information New Zealand (LINZ)	<p>The Group Manager, Crown Property Christchurch, the Commissioner of Crown Lands, and the Deputy Chief Executive of Crown Property, met to discuss the Canterbury Flood issue.</p> <p>LINZ's main focus following the recent flooding is supporting Crown pastoral leaseholders who have been affected.</p> <p>More broadly, LINZ advised that flood risk issues are being considered as part of national direction work in the Resource Management System Reforms and that the Department of Internal Affairs is preparing a case study to demonstrate the lessons from the Canterbury flood event. This is under development so it's too early to know what the recommendations will be.</p>
Ministry for the Environment (MfE)	<p>The Ministry for the Environment isn't progressing any work that would directly result in discussions on managed retreat with property owners that have been affected by this specific event (i.e., the recent Canterbury Flood event).</p> <p>MfE are developing policy for legislation that will address managed retreat issues as part of the wider work on reform of the resource management system. In time, this work is intended to provide the legislation that will better enable managed retreat to occur where climate change or other natural hazard risks are likely to be so severe that withdrawal from an areas is the preferred option.</p>

<p>Department of Internal Affairs (DIA)</p>	<p>There has been work on a Community Resilience programme within the local government policy branch at DIA. The programme has been looking at natural hazard risk reduction and climate change adaptation issues, with a specific focus on flood risk. DIA are currently completing some initial thinking on where greater national planning direction might be needed for flood risk management. However, the overall programme has now been reprioritised following recent budget decisions so we are not taking the work further.</p> <p>Initial work completed will be passed to the Ministry for the Environment to feed into the resource management system reforms – specifically the proposed National Planning Framework. Although DIA are looking at flood risk an all-hazards approach would be taken to any new pillar of national direction on natural hazard risk reduction and climate change adaptation as part of the NPF.</p> <p>As part of this work a short Canterbury flood event case study is being put together to demonstrate some of the key issues such as: the need for greater levels of service and protection to respond to higher level flood events resulting from climate change, the value of investing in flood protection and flood retention infrastructure, the importance of investment in critical/lifelines infrastructure (eg SH1 bridges), and impacts on rural communities. It does not focus on property-level impacts, repair/rebuild decisions, or uninsured losses. DIA have had input from ECAN and NIWA on the case study and are awaiting input from NZTA.</p>
<p>Department of Conservation (DOC)</p>	<p>DOC are considering the long term security of conservation asset's whenever an upgrade or replacement is required, mainly fences and back country huts and tracks, plus sometimes concessionaire infrastructure on public managed lands (e.g. ski fields).</p> <p>DOC rely on direction from the statutory planning documents to guide on any decision making. DOC are not aware of any issues of long term viability relevant to the local situation where some properties have become under threat from river encroachment.</p> <p>DOC have a unit focusing on implications associated with changing climate, although they are more focused on biodiversity outcomes and again are not aware of any policy affecting the local situation.</p> <p>Re management of public conservation lands in the Ashley river and Okuku, DOC are looking closely at any proposals for re-establishing fencing and or encroachment onto public conservation lands for farming or intensification purposes.</p>

- 4.14. Throughout the course of the recovery, the Council's Community Team did an excellent job working across the organisation and alongside partnering agencies such as the Rural Support Trust to monitor the ongoing well-being of individuals and families affected by the floods. Tessa Sturley and her team oversaw the delivery of social recovery activities as defined in the Coordinated Recovery Projects spreadsheet (attachment i).
- 4.15. Each emergency event has its own unique set of circumstances. As such every recovery phase is also unique, and recovery arrangements need to be relatively bespoke as a result. The Canterbury Earthquake sequence in 2010/11 was different to the 2016 Hurunui and Kaikoura Earthquakes. These were both different to the Covid recovery arrangements, and of course there are differences between all of these events and our recent flood recovery activities. Each recovery we undertake (as with each emergency response), we gain experience and find opportunities to grow our future recovery capabilities. The

following table documents, at a high level, a number of observations, opportunities and learnings captured by the Recovery Manager during this recent flood recovery.

<b>Opportunity/Observation/Learning</b>	<b>Comments/Forward Actions</b>
Recovery structures and arrangements are scalable	The type, scale, impact and geographic nature of any event will largely define recovery arrangements. Small local events will be treated differently to large regional or national scale events. As the Council's 'generic Recovery Arrangements' document is further developed, it should consider the potential range of recovery structures that could be adopted, and interrelationship between the local recovery structure and regional/national agencies and stakeholders.
Support/back up for the Recovery Manager	During the emergency response phase of an event, an EOC might have two – three Controllers, along with 25 – 30 staff. At the time of the transition to recovery for this event, Council had one Recovery Manager, with the support of business as usual activities. Whilst the recovery structure for this event was sufficient, the Council only has one nominated Recovery Manager, and in a more significant event, or in the event that person is unavailable, there is no current contingency plan. Forward planning for the development of a second Recovery Management resource within Council is essential for Council to ensure recovery management capacity is in place at any given time. Furthermore, for major events, splitting recovery tasks across staff may be essential.
Recovery Management Team (RMT) membership and engagement	The Council is in the fortunate position of having appointed people to the various recovery pillars (Social, Economic, Natural etc.). However, some of these people are not employees of Council, and may be required to perform other functions for their own respective organisations in the event of an emergency. This reliance on organisations that may have changing priorities poses a risk. In addition, each member of the RMT has a substantial full time role, and this often takes precedent in an emergency. Further consideration should be given to the Council's RMT make up, and resourcing in the event of a significant recovery operation.
Recovery Manager Inclusion in the Council Senior Management Team	During this flood event, the Recovery Manager was included into Management Team Operations meetings. This provided opportunity for the Recovery Manager to brief the Councils Management Team directly, and seeks support and direction for particular recovery activities from key decision makers. It is highly recommended that future recovery structure follow this model to ensure recovery activities are given appropriate

	consideration as part of the Councils wider operational activities.
Recovery Plan Development	Around two years ago, staff began to develop content for an updated Waimakariri District Recovery Arrangements document. This document would contain guidance to future RMT's on the processes of recovery management, provide templates for recovery management planning, detail key relationships and link to regional and national recovery management frameworks and information. Whilst staff can continue to feed into this document, it is recommended that a specialist recourse/consultant is appointed, to assist in the development and completion of this document. A further report will be made to the upcoming Annual Plan Budget process as per recommendation (j) of this report accordingly.
GIS Resource Development	Further development and inclusion of Geospatial Information Service (GIS) into both emergency response and recovery phases is highly recommended. Having an ability to receive live GIS data from external agencies (Federated Farmers rural impact assessments and Canterbury regional CDEM event data); and an ability for us to share important data to internal and external stakeholders is hugely advantageous to both response and recovery operations. From a recovery perspective, GIS provides enhanced situational awareness of community impacts and needs; and the ability to develop more effective/targeted recovery programmes.
Allow time for recovery relationship building and preparation	Like most Civil Defence positions, the Recovery Manager role is typically only occupied during an event. During 'peace time', staff generally have significant responsibilities in their substantive roles and little time to develop the relationships or undertake any form of preparation for the next event. Making provision for key Civil Defence portfolio holders, such as Controllers and Recovery Managers which allows these folk to undertake relationship-building and preparation tasks during peace time will have significant benefits during future events.
Consideration of 'back filling' for BAU roles is essential	During this event, a number of significant development projects and BAU tasks were placed on hold to resource the Recovery Management function. Whilst this was a conscious decision by the Council, further consideration should be given to the consequences of such deferrals. Evaluation should be given the value proposition of both BAU activities and recovery activities, where the decision is to resource one over the other. Clearly the scale and urgency of any recovery operation, and the nature of

	<p>the BAU tasks will be important in this assessment. The evaluation should also extend to a cost benefit assessment of additional resourcing to ensure significant BAU tasks can continue.</p>
Regional relationship development	<p>This event appeared to be a good example of a true 'regional recovery'. Multiple districts across the greater Canterbury region were impacted, and were calling on similar support from national and regional agencies. It would seem that this recovery operation provides a good opportunity for the CDEM Regional Office to begin developing regional capacity and collaboration for future such events. This includes undertaking work to establish how local recovery managers and regional recovery managers will work with key regional and national agencies to provide coordinated recovery across a whole region.</p> <p>In addition, it would be advantageous for Council staff to develop close relationships with the rural and farming communities, to develop resilience and reduce risk in anticipation of future events that impact these communities. Such groups might include the North Canterbury Rural Support Trust, Federated Farmers, Rural Woman New Zealand and MPI.</p>
Strategic oversight of national policy/legislation changes and agency relationships	<p>As the policy and legislative landscape changes through upcoming RMA and local government reform, it will be essential to consider the impacts of new policy and legislation on future recovery options. The pending Climate Adaptation Act. Is an example of legislation that might shape future conversations about retreat during future flooding events. In addition, previous recovery operations have illustrated that from time to time, central government recovery responsibilities can shift from one agency or department to another. Maintaining strategic oversight of the changing landscape will be important, as will maintaining key relationships with central government stakeholders.</p>
Environment Canterbury Relationships	<p>With the prospect of flood events being more frequent and more severe, maintaining close relationships with specific staff within the Regional Council will be important. The Waimakariri District, like most areas within Canterbury accommodate significant rivers and natural waterways. This event has shown the value of good working relationships with ECan staff, including ECan River Engineers, and there is value in developing these relationships further during 'peace time'.</p>

### **Implications for Community Wellbeing**

There are / are no specific implications on community wellbeing by the issues and options that are the subject matter of this report. However, implementing improvements to Council

Recovery Management practices will have a significant benefit in future events and for the wider community.

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

## **5. COMMUNITY VIEWS**

### **5.1. Mana whenua**

Te Ngāi Tūāhuriri was invited to provide a representative on the Recovery Management Team for this flood event, however they did not provide one. Collaborations through the regional CDEM response and recovery structures which included Ngāi Tahu representation, has not raised any significant issues from an iwi perspective, inside the Waimakariri District.

### **5.2. Groups and Organisations**

There are a number of groups identified within this report that should continue to be worked with to grow recovery management capabilities within the community. These are noted in the above sections of this report.

### **5.3. Wider Community**

As noted above, the wider community is likely to be positively affected by improvements to recovery management practices in future events. Albeit, the wider community is not likely to have a direct interest in the specific nature of this report.

## **6. OTHER IMPLICATIONS AND RISK MANAGEMENT**

### **6.1. Financial Implications**

- 6.2. It is recommended that a specialist recourse/consultant is appointed, to assist in the development and completion of the Councils Recovery Arrangements document (Recovery Plan). As such, a further report will be made to the upcoming Annual Plan Budget process as per recommendation (j) of this report. **Sustainability and Climate Change Impacts**

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

### **6.3 Risk Management**

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

#### **Health and Safety**

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

## **7. CONTEXT**

### **7.1. Consistency with Policy**

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

### **7.2. Authorising Legislation**

### **7.3. Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report. In particular to those pertaining to community and economic well-being and the safety of the Districts communities.

### **7.4. Authorising Delegations**

## Recovery Plan Projects and Activities Overview

Programme	Heading	Project #	Topic/Project	Task/Project Lead	Status	Duration			Notes/Comments/Details	CDEM Act 2002 - Transition Powers Considerations	Funding Sources (Council, Central Govt. & Others)	Estimated Current Council Expenditure	Progress Update
						0-4 wks	1-6 mths	6+ mths					
Programme A Lead - Simon Hart	Strategic	1	Ongoing monitoring, coordination and reporting of overarching Recovery Plan and activities	Recovery Manager	Ongoing	X	X	X	Ensure this recovery table is an accurate reflection of the high level recovery projects and tasks related to the May 2021 flood event and is maintained, and regularly reported on to appropriate stakeholders.	Nil	Council Funded Recovery Coordination out of Business and Centres Unit resourcing.	\$ -	Ongoing coordination of recovery projects occurring via the updating of this spreadsheet, regional and internal recovery team meetings, and weekly updating of the Management Team through the MTO meeting agenda.
		2	Investigate process and solutions, and provide advocacy for Okuku Cluster properties impacted Okuku River break out	Recovery Manager	Ongoing	X	X	X	Work with key partner agencies including (but not limited to) Ecan, LINZ, Rural Support Trust, and the insurance to establish a process for working through the various property damage issues, and longer term property ownership/residential sustainability issues.	94H - General transition period powers, 94N Power to give directions, 94I Power to require information - Powers Expired 8th July at 4.00pm	Ecan has put in around \$10k of funding for immediate river work and WDC have matched this to reduce immediate risk to residents.	\$ 10,000	Emergency works completed with 2 channels/banks constructed. The first failed in the rain event of last weekend and will be reinstated by Ecan once river levels have dropped (expecting next week). Ongoing meetings/work with Ecan continuing. Further investigation of longer term river protection being undertaken and being brought back to a future residents meeting. Short term clean up and repairs likely to be supported by Mayor Relief Fund. Being distributed this week to 11 LSB owners. LINZ, DOC, DIA, MFE and the Insurance Council have responded to enquiries about longer term viability of residences on these properties. So far indications are that no specific action will be taken to prevent property owners from rebuilding/re-occupying their sites.
		3	Monitoring and reporting of Emergency Act transitional powers	Recovery Manager	Complete	X	X		Ensure monitoring of recovery activities provides an ability to report against any use of transitional powers and enables ongoing assessment of whether transitional powers are still required.	Ensure any use of transitional powers are in accordance with section 94G of the Act which specify exercise of the powers: (a) is in respect of those areas, districts, or wards for which the Recovery Manager is responsible; and (b) is, in the opinion of the Recovery Manager, — (i) in the public interest; and (ii) necessary or desirable to ensure a timely and effective recovery; and (iii) proportionate in the circumstances.	N/A	\$ -	No use of the Civil Defence Emergency Management Act transitional powers has been required to undertake recovery tasks. Management Team and the Mayor considered advice to allow the transitional period to expire, and have agreed this appropriate. The transitional powers expired naturally as of 8th July at 4.00pm. All partnering agencies collaborating well, and processes for undertaking recovery work appear to be appropriate.
		4	Recovery work interrelationship with other BAU work - Strategic Communications	Recovery Manager	Complete	X	X		Work with the Councils Management Team and key staff to ensure work undertaken through the delivery of the recovery programme is coordinated with existing strategic and operational aspects of Council BAU work. Examples might include alignment of recovery and BAU infrastructure works, and consideration of how decisions/process with the Okuku Cluster might impact on future climate change legislation and planning.	Nil	Council funding recovery work and applying for appropriate subsidies. BAU work funded as per Annual and LTP budgets.	\$ -	No specific work has yet been undertaken. MTO coordination being used as a means to coordinate appropriate BAU and recovery tasks where required.
Programme B Lead - Gerard Cleary	Built Infrastructure	5	Completion of three waters repair tasks as identified on Three Waters Flood Event spreadsheet	Three Waters	Ongoing	X			Progress, monitor and report against projects and tasks identified on the Three Waters Flood Event spreadsheet.	94H - General transition period powers, 94N Power to give directions, 94I Power to require information - Powers Expired 8th July at 4.00pm	\$ 315,000	Wastewater response work complete. Water response and repair work complete except access and pipeline across Coopers Creek (refer Oxford Rural No.2 repairs below for details). Urban stormwater response and repair work complete, except final reinstatement work on the Kin Place Pipeline. Rural land drainage repair work complete, except Mounsey Stream bank repairs. Stockwater repairs - WIL are underway with repairs to the Warren Road MR8 Eye River siphon and race R7 bank repairs (this will take several months). WIL have confirmed that they will not be seeking any contribution from Council for this repair work.	
		6	Progress surveying of river flows and river paths	Three Waters	Ongoing	X	X	X	Progress ongoing post event measurement of river flows and flow paths, and appropriate modelling to enable assessment of future risk and required protection works.	94H - General transition period powers, 94I Power to require information - Powers Expired 8th July at 4.00pm	\$ -	This is being led by Environment Canterbury. A post-event debrief has been held with Ecan and WDC staff to agree actions to improve preparation for future events (refer TRIM 210702107653). A follow-up meeting has been programmed for 10 September 2021.	
		7	Investigate and apply for external funding for infrastructure programmes	U&R Management	Ongoing	X	X		Use existing networks and relationships to investigate and establish external funding opportunities for infrastructure related tasks and projects. Make applications where appropriate to reduce the cost burden of recovery activities to Council and district stakeholders.	Nil	Council Funding, along with NEMA and Waka Kotahi subsidy funding where appropriate.	\$ -	U&R Managers working with Council finance team to seek appropriate subsidies for recovery works, and make claims against emergency repairs as appropriate. NEMA and Council staff meeting was held on Tuesday 29th June to discuss subsidies and claims opportunities/processes further. Flood update report covering financial implications to be presented to the September 2021 Council meeting.
		8	Repair and Assess Bridges	Roading	Ongoing	X			Undertake repairs to the Horsford Downs Bridge. Also undertaken bridge inspections around the network and removal of flood debris at bridges. Report on further bridge works as required.	94H - General transition period powers - Powers Expired 8th July at 4.00pm	Waka Kotahi co-funding plus rates	\$ -	First bridge repair is completed and now open to trucks. Second bridge repair is complete and the bridge is now open to light traffic only. Structural check of the second bridge is complete. Bridge posting and signage underway.
		9	Progress works for Lees Valley Access	Roading	Ongoing	X	X		Ongoing work with both the alternate routes and Lees Valley and Okuku Pass routes. Provide access back into Lees Valley via Lees Valley Road (initially form 4WD access then all vehicle access). Progress works to open up access to Lees Valley via Okuku Pass Road. Also progress works to reinstating the fords as river flows reduce.	94H - General transition period powers - Powers Expired 8th July at 4.00pm	Waka Kotahi co-funding plus rates	\$ -	Further drainage improvements instructed for major slip, and first small slip. New slip by Middle Bridge has been inspected by WSP, meeting contractor on Friday to assess option to move road over. Access restricted to residents and essential business only by 4WD light vehicles, with a locked gate to prevent wider access. River retraining progressing at the three bridge approaches at Five gullies, Whistler and Top Ashley. Two new culverts installed.
		10	Undertake roading repairs (general)	Roading	Ongoing	X			Progress repairs to culverts and roads, as per Rooding Flood Event Spreadsheet, as a result of scour that has occurred.	94H - General transition period powers - Powers Expired 8th July at 4.00pm	Waka Kotahi co-funding plus rates	\$ -	Ongoing around the district. Island Rd View Hill culvert washed out a second time following recent rain. Sicon undertaking repairs to river banks. All other sites now repaired at least to temporary standard with permanent repair to follow. Meeting held with Smarts Rd residents about the flooding issues faced and follow up email with process going forward to investigate issues has been clearly outlined.
		11	Repair River fords	Roading	Ongoing	X			Progress work to reinstate river fords as river flows allow	94H - General transition period powers - Powers Expired 8th July at 4.00pm	Waka Kotahi co-funding plus rates	\$ -	Recent rain event (20th & 21st June) resulted in river flows again increasing so the fords remain closed at this stage.
		12	Undertaken assessment and repairs to Oxford Rural No.2 water supply	Three Waters	Ongoing	X			Assess and repair the Oxford Rural No.2 water supply as required. Remove the residents water conservation order in place when appropriate.	Nil	\$ 430,000	The large leak on the Oxford Rural No. 2 water supply has been found and repaired. The Conserve Water Notice was lifted on the 4 June 2021. Access to the Coopers Creek headworks site and the pipe crossing of Coopers Creek still need to be repaired. A new encasement pipeline and new water main, which was planned to be laid under Coopers Creek (w/c 21/6), has been delayed due to the subsequent rainfall event on 20/6 where further bank erosion occurred, including damage to a water lateral. The weir at the intake to the Coopers Creek backup supply has also been washed out. The bridge replacement is currently being assessed and designed by WSP, which will take a number of weeks/months to implement. Currently access to the site is only via a river ford. Due to the extent of damage the future long term strategy for this infrastructure should be reviewed to confirm what should be reinstated. As part of the Flood update report to the September Council meeting a request for Capex budget for this work will be included.	
		13	Repairs to Garrymere water system	Three Waters	Ongoing	X			Undertake required repairs and testing to the Garrymere water supply, and remove the boil water notice when appropriate.	Nil	\$ 5,000	The turbidity levels on the Garrymere water supply have now subsided to within acceptable criteria under the DWSNZ. The Boil Water Notice was formally lifted on 11 June 2021. A summary incident report on the issue experienced will be prepared and presented to the U&R Committee as per tof the Annual Water Supply Compliance Report.	
		14	Provide relevant Building Unit support and advice to placarded properties.	Building	Complete	X	X		Provide appropriate support and advice to residents and stakeholders who have placard in place on their properties, with an aim to have these lifted as soon as appropriate.	94H - General transition period powers, 94N Power to give directions, 94I Power to require information	Nil	\$ -	All placards have now been removed. Some property owners continuing to work with their respective insurers to close out remaining repair works.
15	Investigate and consider options for flooding at Journeys End	Roading	Ongoing	X	X		Investigate options for mitigating the impacts of future weather events which could result in flooding to properties at Smarts Road, Mt Grey Road, and Feathers Road. Present information and options to Council's Management Team and then Council for their consideration.	Nil	\$ -	Met on site with PDU engineers - they are developing scope.			
16	Okuku Pass clearing works	Roading	Ongoing	X			Digger being used to assist with clearing works along the Okuku Pass road to create vehicle access	94H - General transition period powers - Powers Expired 8th July at 4.00pm	Waka Kotahi co-funding plus rates	\$ -	4WD only has been reinstated along full length. Hurunui District Council have clarified and instructed further repairs on their stretch. WDC still to instruct further works on their stretch.		
Programme C Lead - Tessa Sturley	Welfare and Social Recovery	17	Develop, implement and monitor a social recovery plan	Community Manager	Ongoing	X	X	X	Develop an appropriate social recovery action plan in conjunction with Utilities and Rooding and appropriate internal stakeholders. The social recovery action plan should identify and address the social impacts directly related to the flood event, through existing business as usual activities, or additional support as required.	Nil	Council Funded through Community Tam BAU Resourcing	\$ -	Following on from the work being done this week to determine what we need to be focussing on in the medium-term, we will develop the action plan accordingly. This ensures it is up to date and reflects the work we need to do under BAU vs the work RST and other partners will undertake in the recovery.
		18	Investigate and apply for external funding for welfare programmes	Community Manager	Ongoing	X	X	X	Use existing networks and relationships to investigate and establish external funding opportunities for welfare related tasks and projects. Make applications where appropriate to reduce the cost burden of social recovery activities to Council and district stakeholders, and to provide additional support where required.	Nil	Council Funded through Community Tam BAU Resourcing	\$ -	A need for this hasn't arisen to date but may in the coming weeks if there are any funding gaps identified once the mayoral relief fund has been distributed.
		19	Further surveying of flood affected residents	Community Manager	Ongoing	X	X		Undertake further and potentially more in-depth surveying of affected residents to inform planning and required social recovery programmes.	94I Power to require information - Powers Expired 8th July at 4.00pm	Council Funded through Community Tam BAU Resourcing	\$ -	This is being done in the form of collation of data from our most affected residents in conjunction with Brennan. An updated spreadsheet will be created to inform the next stage of planning support required.
		20	Maintain weekly telephone support to Lees Valley Residents	Community Manager	Ongoing	X	X		Continue weekly telephone calls to residents of Lees Valley to ascertain ongoing welfare needs, and maintain appropriate levels of welfare support as required.	Nil	Council Funded through Community Tam BAU Resourcing	\$ -	This has been taken over predominantly by RST however we have made contact with residents on specific issues this week to follow up from our welfare perspective and bring closure to this element of the recovery.
		21	Maintain regular contact with Rural Support Trust and other rural stakeholders	Community Manager	Ongoing	X	X	X	Undertake ongoing communication with the Rural Support Trust to enable appropriate information to be shared, and opportunities for collaboration and ongoing welfare support to be maintained.	94I Power to require information - Powers Expired 8th July at 4.00pm	Council Funded through Community Tam BAU Resourcing	\$ -	Meeting was held on 24/06 with RST to establish a process moving forward including what residents would be covered by whom. WDC to work alongside lifestyle block owners affected and RST will work alongside farmers. Ongoing communication continues.
		22	Maintain weekly telephone contact to residents within the Okuku cluster.	Community Manager	Ongoing	X	X		Continue weekly telephone calls to residents of the 'Okuku cluster' to ascertain ongoing welfare needs, and maintain appropriate levels of welfare support as required.	Nil	Council Funded through Community Tam BAU Resourcing	\$ -	Okuku residents are well into their clean-up. This week they were phoned to organise a visit for Brennan and Chris to establish on-site the resources required. Further communication will be undertaken next week.
		23	Provide appropriate BAU or social recovery support.	Community Manager	Ongoing	X	X	X	Ensure all those impacted by the event and requiring ongoing support are captured within either the overarching social recovery plan, or business as usual community support arrangements	Nil	Council Funded through Community Tam BAU Resourcing	\$ -	Upon completion of the new spreadsheet we will be able to clearly identify what future support is required and who is best placed in the community to deliver it.
		24	Continued Welfare support to residents of Lees Valley	Community Manager	Ongoing	X			Supply (food) deliveries once a week for the next three weeks beginning Tuesday 15, 22, 29 June and 6 July (while inaccessible by road). Maintain contact with U&R and Lees Valley residents to ensure flights are still necessary, and cancel if no longer required. Continue to monitor welfare needs of residents and provide support where required.	Nil	Council Funded through Community Tam BAU Resourcing	\$ -	Due to residents having access via 4WD at specified times they are not requiring the level of support the flights would have provided. Therefore subsequent flights have been cancelled. If there is any significant change to the roading plan we would liaise with U and R to re-establish support.



Programme	Lead	Activity	Manager	Status	Start	End	Notes	Cost	Other				
Programme D Lead - Alistair Gray	Recovery Communications	25	Elected Official Updates	Recovery Manager	Ongoing	X	X	Recovery Manager to provide weekly updates to Mayor, Councillors and Community Boards as required. Frequency of updates is likely to reduce as recovery tasks are complete.	Nil	All Communications to be funded from Council resourcing - Either through Business and Centres Team, or Communications Team.	\$	Flood Recovery Update sent to the Community Boards following the Council update on the 6th July Meeting. Preparing a Recovery round up report for Council September Meeting	
		26	Central Government Agency Communication Coordination	Communications Team	Ongoing	X	X	Monitor relevant central government agency messaging and liaise with agencies appropriately to ensure messaging through Council provides consistent and accurate recovery content.	Nil	Resourcing through Business and Centres Team, or Communications Team.	\$	Monitoring ongoing. Communications relating to the Governments announcement on the 24th July about an additional \$100k for Mayoral Relief, and \$4m for uninsurable remedial rural work has been communicated through Council channels. More recently we have been sharing lifestyle block feed support updates and other relevant MPI information through our networks	
		27	Internal (MTO) Updates	Recovery Manager	Complete	X	X	Recovery Manager to provide weekly updates to the Councils Management Team.	Nil	Resourcing through Business and Centres Team	\$	Updates occurring weekly through completion of this spreadsheet and by way of weekly updates by Recovery Manager. This update is likely to be the last under a 'coordinated recovery' environment, with remaining tasks being undertaken by BAU teams from this point onwards.	
		28	External recovery communications	Communications Team	Ongoing	X	X	Council Communications Team to work with Recovery Manager and recovery projects leads to provide appropriate external facing communications, respond to medial enquiries and support community engagement processes.	Nil	Resourcing through Business and Centres Team, or Communications Team.	\$	Lees Valley Access updates are being developed and sent out to key stakeholders each week by Project Lead (Don Young). Waikuku Beach Public Meeting to discuss flood issues and future flood protection works advertised and delivered on the 6th July. Media query from The Press regarding Okuku came through and were answered on 8.7. News Updates re Lees Valley to begin once public access restored	
Programme E - Brennan Wierum	Other Recovery Activities	29	Assess and provide support to Farms; Enhanced Task Force Green (\$500k) and \$4m appropriation, administered in Waimakariri District by Fed Farmers and NCRST (Alix Bush).	Civil Defence EMO	Ongoing	X	X	X	MPI has defined FARMS as those rural farm properties where at least 51% of the family's total income is derived from the farm operations. Any rural property below this 51% threshold is treated as a Life Style Block (LSB) and is therefore not eligible for Govt aid provided to farms. For this flood event, Govt is providing two sources of financial aid: ETFG fund of \$500,000 to fund work crews to do debris clearance/clean-up and any non-skilled labour type work to help reinstate farm operations; a \$4M appropriation that was originally aimed to support repair work on uninsurable assets like fences, lane ways, tracks and culverts; and debris clearance/clean-up. WDC has agreed to an arrangement with Alix Bush from NCRST who will liaise with farms in our district that need aid, and coordinate their access to ETFG and the \$4M sources. Alix is contracted by FF to do farm assessments but she has extended her work scope to include coordinating aid for them. Brennan will maintain liaison with Alix to ensure WDC has good oversight of farm issues and aid.	Nil	Resourcing to manage ETFG and relationships with MPI and RST through Councils Civil Defence Team	\$	Terms of Reference for ETFG Governance Group now agreed: essentially only available to farmers and agreed community assets (e.g. cycle ways, walking tracks community halls); generally not available to Life Style Blocks (LSB) unless they have debris clearance/clean-up tasks that don't require plant & machinery where such work is CRITICAL to mitigate imminent health & safety risks to residents. North Canterbury Rural Support Trust (NCRST) will coordinate all support to farmers (excludes LSB) both ETFG and/or allocations of the \$4M appropriation from Central Govt, in the Wm District on our behalf. Brennan will coordinate it for non-farmers. Conservation Volunteers NZ (CVNZ) recruits, equips, trains and manages the ETFG work crews. CVNZ had two crews of 6 people in each, ready for deployment on Wed 23 Jun and were going into Ashburton District first. They are hoping to have a 3rd crew by 26 Jun and hoping to recruit a further 2 - 3 crews in the near future. Currently, we anticipate Lees Valley farms will be the likely target area for ETFG crews IF APPROVED by the ETFG Governance Group. Fri 9 Jul Update: 1 farm will receive an ETFG crew in the week starting Mon 5 Jul (James White on Garry River Rd). 1 more farm will receive ETFG crews in Wm District starting the week of Mon 12 Jul (Pete Stringer at Foothills Rd). Fri 16 Jul Update: ETFG finished at James White's property on 6 Jul. They've been working at Pete Stringer's this week and will be there again on 20 Jul. They will go to Lynda Boulton's (81 Taffes Glen Rd, Loburn) 20 - 22 Jul. Disbursements of the \$4M allocation have not yet started and a national governance group are still determining how to disburse this. Fri 16 Jul Update: Some residents have either been directed by rural recovery coordinators (e.g. Alix Bush from NCRST) or have self-initiated filling-in the MPI application for aid from this \$4M appropriation online. The ETFG Governance and the \$4M Rural Industry forums have both identified significant issues with the online form itself and some issues with the eligibility criteria. More significantly, MPI/Govt has changed what sorts of aid the \$4M can be spent on: originally it was for uninsurable on-farm such as uninsurable fences, tracks/lane ways, culverts and debris clean-up etc. Now the online application form only provides for debris clean-up. Forum Chairpersons are taking our concerns back to MPI/Govt for re-consideration. Brennan is assisting Noel Miles (1223 Mt Thomas Rd) with his application because Noel doesn't have a computer and doesn't use email or internet. Fri 30 Jul Update: Noel Miles's completed application was successfully emailed to MPI on 28 Jul, a hardcopy provided to Noel and an e-copy sent to his daughter-in-law Tracy. There is no further action required by WDC on this matter - the decision rests with MPI and any future comms should be directly between MPI and Noel. ETFG crews have worked on Pete & Elaine Stringer's property (31 Foothills Rd, Okuku) and Lynda Boulton's (1 Taffes Glen Rd, Loburn) at week and this week no Wm properties received service. This week ETFG Governance Group did not meet, indicating that things are becoming quite routine from the Governance Group's end but are still highly active at the field crew ends. There has been some discussion about looking ahead now to the process for applying for more funding from Central Govt to continue ETFG work and this discussion will continue next week. This indicates that the half million dollars of ETFG funding is starting to get down but is not at crisis point.
		30	Administer Mayoral Relief Fund	Civil Defence EMO	Ongoing	X	X	X	Work to collate appropriate information from those still requiring recovery support, and that are not able to access funding or support from other sources, with the aim of making recommendations on allocation of the Central Govt. funding allocated to the Mayoral Relief fund (Around \$50k).	941 Power to require information - Powers Expired 8th July at 4.00pm	Resourcing for on farm support to be undertaken by RST and MPI	\$	North Canterbury Rural Support Trust (NCRST) will coordinate all support to farmers (excludes LSB) in the Waimakariri District, while Brennan will coordinate it for non-farmers. Fri 23 Jul update: On Mon Brennan briefed the MRF panel on the scope of damage, cost estimates for repair and proposed options for the Panel to consider on how to disburse the funds. The Panel decided to give a specified dollar value to each LSB (approx \$4000) as a one-off payment which they can use as they see fit. On Tue Simon produced a draft letter for the Mayor to consider, which explains the Panel's decision and invites them to complete a form applying for the \$4000 disbursement - we await confirmation of the Mayor and then Simon will send the letters. Fri 30 Jul Update: Draft letter complete; WDC process for approval of the disbursements and depositing the agreed amount into recipient bank accounts now complete; list of eligible recipients now verified; the Mayor will sign the letters on his return to work next and the money will follow as soon as recipients provide their bank account details. We anticipate there may be approx \$4,500 remaining after the 11 recipients have been paid.
		31	Provide/manage Okuku skips	Community Manager	Complete	X			Maintain skips for debris and waste clean up for Okuku Cluster Residents for such time as they are required, then remove accordingly. These will remain in place until at least the Mayoral Relief Funded (MRF) works begin. Fri 16 Jul Update: Brennan thinks we should remove these as the residents have done some initial clean-up work and with exception to Staven, they are now engaging contractors who should come with their own disposal arrangements.	Nil	Use of the additional central government funding of the Mayoral Relief Fund. To Be Approved	\$	If approved by Simon and supported by the Mayor, we will use Mayoral Relief Funds to sort out rapid debris clearance/clean-up for people not eligible for ETFG aid. Anticipate this Okuku cluster will be our highest priority for this form of Mayoral Relief funded aid - See Project #2
		32	Investigate flood impacts with O'Hallorans Road cluster residents (3 properties)	Recovery Manager	Ongoing	X	X		Investigate impacts of flooding on O'Hallorans Road residents and either consider how Mayoral Relief funding may assist, or direct to ETFG and/or MPI support.	Nil	Resourcing for on farm support to be undertaken by RST and MPI possible support from Mayoral Welfare fund for some.	\$	Fri 9 Jul Update: Brennan, Mayor, Simon Hart and Rachel Thornton met with Helen Bray & husband and Simon Woods & partner on their ppty's Thu 8 Jul to scope their needs. Helen's ppty is eligible for farm support (ETFG and/or \$4M sources) so Brennan will liaise with NCRST to ensure that support is forthcoming. Simon is not eligible as his income threshold does not meet the FARM criteria, so WDC will look to support him through the MRF - Brennan will follow-up with a subsequent visit. Both of these ppty's and a 3rd adjacent ppty (Erick Aleley) are significantly affected by a major shift in the Ashley River and so repair/restoration ideally needs to await comment/decisions from Ecan as to whether or not they will do any works to the river. The residents don't want to start repairs in case another flood occurs - they want Ecan to repair the river first. Simon will liaise with Ecan to establish what their response will be.
33	Investigate need/opportunity for river clean up activities.	Civil Defence EMO	Complete	X	X		Work collaboratively with ECan and other stakeholders to investigate the need for riverbed clean up activities across the district, and provide support where appropriate. Fri 9 Jul Update: As above - river clean-up at WDC level is not required anywhere. River works by Ecan is in progress and they are already well into a works program. Simon's liaisons will try to identify if they can do anything to support our residents who are needing significant river works before they start doing repairs to their ppty's.	Nil	Resourcing to manage this stream of work through the Councils Civil Defence Team and Business and Centres Team	\$	Ongoing - TBA. Joint Ecan/WDC drive-over occurred on Tuesday 26th June, viewing multiple sites. Fri 23 Jul update: No further action on this. There does not appear to be any scope for WDC to coordinate any river clean-up, this either falls to Ecan for rated river areas or to residents where there is no river rating. Fri 30 Jul Update: Still no need for WDC to consider river clean-ups anywhere. Recommend this task is terminated forthwith.		

Current Total Council Expenditure \$ 765,760

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** RDG-22-01, DRA-16-03 / 210817135255


**REPORT TO:** COUNCIL

**DATE OF MEETING:** 7 September 2021

**AUTHOR(S):** Gerard Cleary – Manager, Utilities & Roading

**SUBJECT:** May 2021 Flood Event and Emergency Works - Updated Costs

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

<p>Department Manager</p>	 <p>Chief Executive</p>
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**1. SUMMARY**

- 1.1 In July 2021 Council considered a report on the May flood event and approved un-budgeted expenditure of \$3.5 million to respond and repair damaged infrastructure. This further report is to provide an update and to confirm budgets for completing these repair works, as well as advise of the rating impact.
- 1.2 The rainfall event which occurred over the weekend of 29<sup>th</sup> to 31<sup>st</sup> May resulted in sustained damage to Roading and 3 Waters infrastructure in the district. A Canterbury wide State of Emergency was issued on 30<sup>th</sup> May.
- 1.3 The highest rainfall quantities in the Waimakariri District were recorded around the foothills of Oxford and Okuku, with coastal areas showing lower-level rainfall levels. Coastal areas however were affected by swollen river levels and high tides, causing backflow of flood water into lower lying areas.
- 1.4 Work has been continuing since the flood event to address issues in the network and to restore infrastructure. This has included repairing underground services, roads, bridges, culverts, slips and washouts from overland flow, and in some locations this work is still ongoing.
- 1.5 The updated estimate to complete the Emergency Works repairs is **\$2.82 million**.
- 1.6 Attachments:
  - i. Report - May 2021 Flood Event and Emergency Works Update (TRIM no. 210625103046)

## 2. **RECOMMENDATION**

**THAT** the Council:

- (a) **Receives** Report No. 210817135255;
- (b) **Approves** budget of \$2.82 million in responding to the flood event and recovery from the flood damage as follows:

<b>Asset Area</b>	<b>Budget for Approval</b> \$
Water	Nil
Wastewater	Nil
Drainage	Nil
Roading (GL 10.270.588.2442)	2,640,000
River Flood Works	Nil
Greenspaces (GL 10.537.050.1688)	166,000
Property (GL 10.163.739.2570)	5,250
<b>TOTAL</b>	<b>\$2,811,250</b>

- (c) **Notes** that the Roothing budget will be funded partially by Waka Kotahi (estimated \$1.589m subject to approval) and partially from general rates (estimated \$1.051m) which will be loan funded;
- (d) **Notes** that the Greenspace and Property budgets will be funded from general rates (estimate \$171,250) which will be loan funded;
- (e) **Notes** that the total rating impact from this additional budget, less the Waka Kotahi co-funding, is \$3.15 per ratepayer or 0.10%;
- (f) **Notes** that staff are continuing to work with Waka Kotahi, insurers and other external parties to secure funding for the works where available;
- (g) **Notes** that a separate report has been prepared covering the Mountain Road flooding affecting the Oxford Rural No.2 water supply, therefore that budget request is not covered within this report (refer report no. 210723120988);
- (h) **Circulates** this report to all Community Boards for information.

## 3. **BACKGROUND**

- 3.1. The flood event in May was caused by significant rainfall over a three-day period which resulted in damage to Council's infrastructure assets as outlined in the report presented to Council in July 2021 (refer to Attachment i).
- 3.2. Since this time work has continued to address damage and undertake repairs.
- 3.3. While good progress has been made however it is noted that in some locations this work is still ongoing and is likely to continue in the short term.

### 3.4. **Roading**

3.5. Work has been continuing to address damage to infrastructure as below:

- Lees Valley – Repairs to slips, replacement of bridge approaches, scour protection at bridges and river training as outline in Section 3.5 below.
- Horsford Downs Rd – Repair of two bridge approaches completed.
- Harewood Rd Bridge – Repair of scour damage at the abutment completed.
- Ashley Bridge – Repair of scour damage at the abutment not yet undertaken.
- Okuku River Bridge - Repair of scour damage at the abutment not yet undertaken.
- Poyntzs Rd Bridge – Repair of scour damage at the abutment not yet undertaken
- Steffans Rd Bridge - Repair of scour damage at the abutment completed.
- Makerikeri Rd Bridge - Repair of scour damage at the abutment completed.
- Coopers Creek Bridge - Repair of scour damage at the abutment.
- Island Rd Bridge - Repair of scour damage at the abutment completed.
- Road scour and culvert wash outs repaired in various locations completed.
- Repair of river fords on the Eyre River yet to be completed.

3.6. All fords have remained closed across the district since the floods due to both ongoing rain and damage sustained in the fords. Flows in the river have not reduced enough to allow for the fords to reopen to date. This is reflective of on-going rain which has occurred around the district.

3.7. It is also noted that the floods deposited a significant amount of shingle into the Eyre River particularly, which Environment Canterbury (ECan) have been working to move within the river bed. As such work to repair damage around the fords is being undertaken in conjunction with this ECan work and is likely to continue into September.

3.8. Post flood inspections have been completed on all larger bridges and debris removed from the upstream side of bridges where requires.

3.9. Grading is underway on unsealed roads and there are currently three graders operating on the network to address issues with damage and potholing due to ongoing wet weather and saturated pavements.

3.10. Cost estimates have been updated as the full extent of damage has been assessed and Roothing Flood Emergency Works costs have been charged to GL 10.270.588.2442

### 3.11. Lees Valley and Okuku Pass Rd

3.12. The road access into Lees Valley was severed in numerous places during the flooding event. In particular all access to the valley was cut off at a very large slip approximately 5km from Ashley Gorge Road, at three bridges throughout the valley, and at a ford washout on Okuku Pass Road.

3.13. At the time of the previous report only two of the three slips had been identified and as such there has been additional cost to restore access to Lees Valley and repair the third slip. The total estimated costs including repair of three slips, bridge approach reinstatement, river training and professional fees is \$1.42 million.

3.14. Since the previous report to the Council, there has been a significant amount of work carried out on the Lees Valley Road, firstly to get it open to traffic, and secondly to restore its resilience and condition to the original level. The works that have been completed to date includes:

- 3.14.1. Installing a Mechanically Stabilised Earth (MSE) wall at approximately 4km from Ashley Gorge Road. This was installed where scour over the road had undermined the carriageway to approximately halfway across. The wall is effectively backfill wrapped in geogrid, with several ground anchors to provide longer term stability. Due to the speed that was required, and the lack of a stable base, this was the most appropriate option.
  - 3.14.2. Cutting a new road above a major slip, at approximately 5km from Ashley Gorge Road. This was the most significant outage for the road. The solution involved cutting a new road up and over the adjacent ridge, with properly designed banks, benches, and drainage swales. The end result is a road of similar quality and level of service to the old road, which is far enough away from the head of the slip to provide some resilience.
  - 3.14.3. Installing a new piled wall, which is also supported by ground anchors at approximately 14.8km from Ashley Gorge Road. This was installed where scour over the road had undermined the carriageway to approximately halfway across. The solution chosen included timber lagging between steel piles, all anchored into the native ground with ground anchors. This was chosen as there were very poor foundation conditions with the steep downhill slope. As we had more time to plan, a more robust solution with a longer design life was chosen.
  - 3.14.4. Installing two new larger and longer culverts, to increase capacity in areas where previous events have caused flooding and scour issues. Both culverts were also in locations where the repair works had resulted in a very tight bend, which would make it difficult for truck and trailer movements. In one instance, the implications of overtopping are now considerably greater, due to the presence of the upgraded piled wall noted above. In addition, there were two other instances where existing culverts had new lengths added to ensure an appropriate turning circle.
  - 3.14.5. For the full length of the road, the contractors have carried out debris removal from slips, repair works on the water tables, grading and metalling. This has been for the purpose of restoring the road to the previous standard.
  - 3.14.6. At several bridges, the contractors have carried out extensive river retraining and approach protection. This has included clearing out the flow paths, reinstating river channels where they have moved, rebuilding gravel approach protection, and some realignment of vegetation protection. This work has been for the purpose of reinstating the previous level of resilience. In particular this work has taken place at Top Ashley, Whistler, Five Gullies and Gillespie's bridges.
  - 3.14.7. In addition to the Lees Valley Road, works have occurred on both the Council and the Hurunui District Council's section of Okuku Pass Road. This work has included general tidying of the full length, with a more significant repair required at the Chinatown Ford.
- 3.15. The works that are still planned include
- 3.15.1. Gabions - the southern (near side) approach at Whistler Bridge is very exposed to ongoing river scour, and was previously protected by gabions. These have now completely washed away, leaving about 50m of roadway very susceptible to even small river freshes. The Council's professional services consultants and the contractor have been working to design an appropriately robust solution. This work is planned in the immediate future.
  - 3.15.2. Rock work - the abutments at both ends of Whistler Bridge, and at Five Gullies Bridge are exposed through lack of robust rock protection. These abutments need re-shaping and rebuilding with rock armouring. This work is planned in the immediate future.

- 3.15.3. Willow walls - there are several sites along the road where small under-slips have affected the resilience of the road, without directly affecting the ability of vehicles to pass. These sites are not critical for the road to be open, but it is important that these are protected from further scour. A relatively modest expenditure of between \$10,000 and \$20,000 per site would avoid costs many times larger if these slips worsened. This work is proposed for the early spring.
- 3.16. Okuku River (Riverside Rd & Inglis Rd)
- 3.17. The Okuku River broke out of its flow path at the bend in the river near 44 Inglis Road cutting a new flow path to the south across private property and both Riverside Road and Inglis Road before re-joining the main river downstream of 450 Riverside Road.
- 3.18. The residents in the vicinity of the flooding were evacuated from their residences.
- 3.19. The extent of the flooding was assessed and discussed with ECan staff. Emergency works were undertaken by Ecan to divert the river and Council agreed to contribute \$15,000 towards the cost of the works.
- 3.20. Since this time ECan have sourced additional funding towards willow removal, and this work will be programmed in as resources become available.
- 3.21. Staff have also met with Ecan staff to discuss what options are available to residents for longer term protection. These options are currently being developed by ECan staff and will be presented to residents via a letter. The residents will provide advice back to ECan who will then include any additional rating provisions, preferably in time to be included the next Annual Plan.
- 3.22. Council staff have separately met with the residents on a number of occasions to discuss other issues. The Council carried out Rapid Impact Assessments as part of the recovery, and based on this, some additional contributions to assist with damage recovery have been agreed. Staff are still working with residents in the area to finalise any additional recipients of these contributions.
- 3.23. Pines Kairaki - Beach Road
- 3.24. At the time of the flooding, the flap gate became stuck open which caused an issue for several days. This has since been remedied, with no further issues.
- 3.25. ECan have budgeted a significant upgrade to the headwall structure, as it is acknowledged that the current arrangement has a number of deficiencies. This was originally intended in the 2020/21 financial year, but was delayed due to their Shovel-Ready funding work taking priority. However, it is now back on the ECan programme, to be completed in 2021/22.
- 3.26. It is worth noting that the upstream headwall of the culvert is badly cracked, and so it will be prudent for the Council to carry out upgrade works at the same time. The extent of this, and the cost has not yet been determined however there is an allowance to undertake this work within the current Roding Bridge Component Renewal budget.
- 3.27. A meeting is planned with ECan and WDC staff for the 30 August 2021 to discuss and coordinate the proposed modifications to the culvert, flapgate and stopbank at Kairaki Creek / Beach Road.
- 3.28. The cost to block off the outlet pipe and deploy a large capacity temporary pump during the May 2021 was \$36,000. This work was organised by WDC on behalf of Ecan. ECan

have confirmed that they will cover the cost of this work, although WDC has not yet invoiced them for this work.

3.29. Smarts Road

3.30. Since the flood event, the Council has been approached by residents of Smarts Road and Feathers Road about overland flooding that caused an issue on their properties. A meeting was held with the residents, and attended by the Mayor and staff.

3.31. As a result of this a small investigation project has been set up, to understand the issues and options. This work is now underway. The intention is that the staff will bring a report to the Council for a decision in time so that any budgetary implications can be included in the Annual Plan.

3.32. Urban Stormwater

3.33. Temporary pumps were deployed to Dudley Drain, Feldwick Drain and McIntosh Drain in advance of this event. The cost to deploy and operate these pumps during the event was \$20,000, which was funded from existing budgets.

3.34. During the event additional pumps were deployed to Kiln Place and Cridland Street West, Kaiapoi and Swindells Road and the Waikuku Beach campground in Waikuku Beach. Additional support was also obtained from OnGrade to assist with checking grills, sumps and flapgates during the event as maintenance staff were stretched. The total additional unbudgeted cost for the urban stormwater response was \$40,000. This however can be covered by the Kaiapoi drainage maintenance account which was 85% spent in 2020/21.

3.35. Kiln Place

3.36. Observations during the event indicated that the Kiln Place issue may have been related to the stormwater pipeline through Blue Skies holding water. Subsequent investigation work, undertaken as urgent work, identified a significant blockage at the downstream end under the railway line which has now been removed. This required substantial work including uncovering manholes, pumping down the system, CCTV inspection and removing the blockage.

3.37. The total cost to undertake this work was \$138,000, of which \$54,000 has been charged to the Kiln Place Drainage Upgrade project for the replacement of the access culvert at the outlet of the stormwater system through Blue Skies, and the remaining \$84,000 has been charged to the Kaiapoi Urban pipelines maintenance GL. This budget was overspent in 2020/21, however the total Kaiapoi drainage maintenance budget was underspent at 85%. It is anticipated that the remaining costs in 2021/22 can be adsorbed within the overall Kaiapoi drainage maintenance budget, similar to last year.

3.38. It is however intended to approach Kiwirail about contributing to the costs associated with removing the blockage from the pipe under the railway line, which is considered to be a Kiwirail asset that they are responsible for maintaining. This potential could offset the additional costs against the Kaiapoi drainage budget by approximately \$20,000.

3.39. Further Investigations

3.40. Council received a total of 192 drainage related service requests for the event on the 30<sup>th</sup> & 31<sup>st</sup> May 2021 and a further 53 service requests for the event on 20<sup>th</sup> June 2021. Each of these requests have been responded to, but will be assessed to determine if any further maintenance or investigation is warranted.

- 3.41. The following areas have already been identified for further investigation. It is noted additional localised areas will be added to the list as the service requests are worked through.

Kaiapoi

- Kiln Place – Blue Skies Pipeline Investigation (underway)
- Cridland Street West – Pipeline condition and capacity assessment

Waikuku Beach

- Waikuku Beach Campground – Extension of stopbank (led by ECan)
- Swindells Road – Pipeline condition and capacity assessment
- Collins Drive – Flapgate issue
- Waikuku Beach Road – Flooding assessment
- Kiwi Ave Reserve – Pipeline condition and capacity assessment
- Waikuku Beach Domain – Drainage assessment

Oxford

- Church Street / Burnett Street – Drain capacity assessment
- Pearsons Drain (Bay Road & Burnett Street) – Drain capacity assessment

- 3.42. A community meeting was held with the residents of Kiln Place the 11 June 2021 and a community meeting was held for Waikuku Beach residents on 6 July 2021. A dedicated webpage has been set up (refer <https://www.waimakariri.govt.nz/services/water-services/stormwater/drainage-works>).

- 3.43. A further report will be brought to the Utilities & Roothing Committee on the full assessment of service requests and the outcome of the proposed additional investigation work. This will include any additional budget implications for any further upgrading work identified as part of the investigation work.

3.44. **Rural Land Drainage**

- 3.45. Generally, the drains in the rural drainage areas of the district functioned well. The following repair works have been required as a result of the event:

- Ohoka Stream – Tree Removal
- Waikuku Stream – Tree Removal (x2) and bank repairs
- Deep Creek – Drop structure repairs and debris removal from flood gates
- Mounsey Stream – Tree removal and bank repairs

- 3.46. Most of the repair work was undertaken from existing operational budgets (estimated to be about \$25,000). The Mounsey Stream bank repairs work have now been scoped and are estimated to cost approximately \$15,000, which is less than the previous initial estimate of \$50,000. These works will be charged against the Oxford Rural Drainage annual drain maintenance account which has an annual budget of \$23,000. It is expected that this account will be over budget for the year, however the account balance on the Oxford Rural drainage scheme is in surplus by about \$90,000, therefore the account can absorb these additional costs.

3.47. **Stockwater**

- 3.48. The syphon under the Eyre River on the Main Race (MR8) near Warrens Road, scoured out and washed away during the event. This syphon comprises of twin 1,500mm Aluflo culverts about 150m in length. The old stockwater syphon was re-activated to provide continuity of stockwater flows.



- 3.49. A section of the water race system adjacent to the Eyre River between Carleton Road and Steffens Road (Race R7) suffered bank damage and washed out. This section is currently isolated, with a few downstream properties not receiving stockwater.
- 3.50. The damaged syphons and bank collapse will be replaced by Waimakariri Irrigation Limited. As these works are for irrigation purposes, they have confirmed that they will not be seeking any contribution from Council for the repair.
- 3.51. It is noted that both these repairs are taking Waimakariri Irrigation Ltd longer to implement than first anticipated due to the continuation of high river flows and delays with the supply of materials into New Zealand.

3.52. **Wastewater**

- 3.53. Given the nature of the event the wastewater reticulation system generally performed well. The total cost of our wastewater response, which predominantly involved deploying sucker trucks, cost approximately \$15,000 and was funded from existing operational budgets.

3.54. **Water**

- 3.55. The following key points can be made about impacts on the water supply system:

Source Water Quality

- 3.56. There were impacts upon the raw water quality on the Garrymere scheme, beyond the design limits of the treatment system. This contributed to the treatment plant not meeting protozoal compliance for the recently completed 2020/21 compliance year. Once the surrounding water quality returned to normal levels, the turbidity of the raw water reduced back to normal levels, and the plant has been operating within design limits since this time.
- 3.57. Additional flushing and sampling were undertaken on the scheme, with the value of work being charged by the Water Unit to the code that was set up being \$2,415.20, which was charged to GL10.321.684.2480

Waikuku Beach Campground Flooding

- 3.58. As reported previously, there was minor electrical damage at the Campground water headworks at Waikuku beach. This has since been repaired.
- 3.59. The value of this repair work was \$1,700, charged to GL10.305.684.2480

Oxford Rural No.2 - Coopers Creek

- 3.60. There was a substantial amount of infrastructure damaged surrounding the Coopers Creek headworks, and connection across to Mountain Road. Staff have undertaken an options assessment, and recommended that this headworks be abandoned, and the Mountain Road properties connected to the Oxford Rural No.1 water supply.
- 3.61. There were some immediate works undertaken to repair damage, and install a replacement pipe beneath Coopers Creek at Mountain Road. The value of this work is approximately \$20,000. As the majority of these costs were attributed to renewing a section of pipe that was previously fixed to a bridge, with a new section beneath the stream (following damage to the bridge), it is proposed that the costs associated with this be transferred to the Oxford Rural No.2 pipeline renewals budget, which can accommodate these costs.

- 3.62. The reason that the Oxford Rural No.2 pipeline renewals budget can accommodate these costs, and the Bush Road pipe renewal costs (see below) is that a budget had been established to renew pipe between Mountain Road and Coopers Creek this financial year. Given the change in long term strategy for this area as a result of the flood damage, the planned renewal is no longer required, hence the proposal to use existing renewals budget to cover these unplanned renewals.
- 3.63. For the long-term strategy for infrastructure in this area, the full options assessment, recommendations, justifications, and budget request are covered separately in report No. 210723120988.

#### Oxford Rural No.2 - Bush Road Pipe Exposed

- 3.64. On Bush Road, a 200mm diameter PVC main was found exposed in the base of the drain, due to scour in the surrounding area. This section of pipe was recently replaced at a lower depth with greater cover, and in high density PE. The full cost has not come through yet, but this is expected to be approximately \$30,000.
- 3.65. While this has been charged to a flood related GL currently, as this is a capital renewal, it is proposed that these charges be transferred to the Oxford Rural No.2 Pipeline Renewals budget for the current financial year, which has sufficient allowance to accommodate these costs.

#### Oxford Rural No. 2 - Mill Road Pipe Leak

- 3.66. Following the initial rain event, it was noticed that the flow on the Gammans Creek part of the Oxford Rural No.2 system had increased from a flow of around 2 L/s to about 12 L/s, which was at the upper limit of what the pumps could keep up with, and was putting the scheme at risk of not being able to maintain pressure.
- 3.67. This leak was since located and repaired, at a total cost of approximately \$8,000. This was charged to GL10.315.684.2480.

#### 3.68. **Solid Waste**

- 3.69. Solid Waste services and facilities were not greatly impacted by the flood events and there have been no further issues due to the flood event.

#### 3.70. **Property Facilities**

- 3.71. There has been minor flooding and leak damage in some of the Council Buildings. The cost of this is expected to be covered from existing maintenance budgets and insurance.
- 3.72. There was a cost of \$5,250 to pump out flood water at the Waikuku Beach Campground. This water originated from an overflow at the end of the Ashley River stopbank. This was unbudgeted expenditure. In addition, rent relief has been sought by the lessee of the campground for lost revenue. This request is currently being processed but contains commercially sensitive information. The Council loss was also unbudgeted but will be accounted for within the existing operational budgets.

#### 3.73. **Recreation and Community Facilities**

- 3.74. Flood damage was experienced at a number of Greenspace facilities across the district, including Ashley Gorge Campground, Cust Community Hall, Murphy Park and Askeaton Park. The Kaiapoi South and Kaiapoi East regeneration areas were also inundated with flood water.

- 3.75. The Recreation account had a budget of \$5,000 for storm related damage. The total unbudgeted expenditure for the Community and Recreation area related to the flooding event is \$158,300. Of this a total of \$8,300 can be accommodated for utilising existing budget provision leaving a total of \$150,000 of unbudgeted expenditure from the flood event.
- 3.76. Council staff are working alongside ECan in regards to the installation of the stopbank at Waikuku, this will see the need for Greenspace to put \$16,000 towards the sealing of the top of this as part of the road network through the car park asset we have in this area. This is also unbudgeted expenditure.
- 3.77. Therefore total Greenspaces unbudgeted expenditure is \$166,000.

#### **4. ISSUES AND OPTIONS**

- 4.1. Due to the nature of these events, there is no ability to plan in advance for infrastructure that may need to be replaced or repaired. As such staff often need to make informed decision in a very short timeframe regarding reinstatement of infrastructure but are aware of the need to make sound decisions regarding the best whole of life costs for either repairing or reinstating these assets.
- 4.2. Where there are specific decisions which require Council input or for a decision to be made, this will be reported through to Council.

##### **Implications for Community Wellbeing**

There are implications on community wellbeing by the issues and options that are the subject matter of this report.

Safe and reliable Roding and 3 Waters infrastructure is critical for wellbeing. 3 Waters infrastructure includes adequate drinking water and drainage for health and Roding infrastructure is require to provide safe egress and enable residents to access goods and services within the community.

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

#### **5. COMMUNITY VIEWS**

##### **5.1. Mana whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report as it relates to impacts on waterways and rivers. Staff will update the Runanga at the executive meetings and where relevant on specific projects or consents engage with MKT.

##### **5.2. Groups and Organisations**

A number of the issues in this report cross over with Environment Canterbury in terms of consenting, or in relation to rivers and natural waterways assets and services they maintain. Staff from ECAN and WDC are working to proactively coordinate where necessary.

- 5.3. There are some drainage related issues that also relate to water races and irrigation races. Where this is the case staff are coordinating with Waimakariri Irrigation Limited.

##### **5.4. Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report, as the wider community has been impacted by the recent flood event.

## 6. OTHER IMPLICATIONS AND RISK MANAGEMENT

### 6.1. Financial Implications

There are financial implications of this report.

The updated cost estimate for the works associated with recovery from the flood is summarised below.

It is noted that a small portion of the costs will come from existing budgets, however, the large majority of this spend has previously been noted as unbudgeted.

Asset Area	Previously Approved Unbudgeted Expenditure (\$)	Updated Budget for Approval (\$)	Difference (\$) <sup>1</sup>	Anticipated Funding by Other Source (Total) \$	Total Funding by Council \$
<b>Water</b>					
Garrymere Flood Response <sup>4</sup>	5,000	0	-5,000		0
Oxford Rural No.2 Flood Response and Repair Works <sup>3</sup>	400,000	0	-400,000		0
Waikuku Beach Flood Repair Works <sup>4</sup>	5,000	0	-5,000		0
<b>Total for Water</b>	<b>410,000</b>	<b>0</b>	<b>-410,000</b>		<b>0</b>
<b>Wastewater<sup>4</sup></b>					
General Response	15,000	0	-15,000		0
<b>Total for Wastewater</b>	<b>15,000</b>	<b>0</b>	<b>-15,000</b>		<b>0</b>
<b>Drainage<sup>4</sup></b>					
Kaiapoi Urban Flood Response	20,000	0	-20,000		0
Kaiapoi Urban Flood Response and Repairs	95,000	0	-95,000		0
Pines / Kairaki Flood Response	36,000	0	-36,000		0
Waikuku Beach Flood Response	5,000	0	-5,000		0
Rural Land Drainage Repairs	24,000	0	-24,000		0
Oxford Rural Flood Repair Works	50,000	0	-50,000		0
<b>Total for Drainage</b>	<b>230,000</b>	<b>0</b>	<b>-230,000</b>		<b>0</b>
<b>Roading (GL 10.270.588.2442)</b>					
Flood response	110,000	111,000	1,000	56,610	54,390
Lees Valley general & slip repairs (includes land purchase \$50k), bridge	900,000	1,420,000	520,000	966,857	453,143

approaches and river training					
Other bridge repairs and scour repairs (excluding Lees Valley bridges)	660,000	546,000	-114,000	278,460	267,540
Okuku Pass repairs	0	50,000	50,000	25,500	24,500
Culvert, Washouts, Fords & General Repairs	550,000	347,000	-203,000	176,970	170,030
Unsealed Road Repairs	100,000	166,000	66,000	84,660	81,340
<b>Total for Roothing</b>	<b>2,320,000</b>	<b>2,640,000</b>	<b>320,000</b>	<b>1,589,057</b>	<b>1,050,943</b>
<b>River Flood Works<sup>4</sup></b>					
Okuku River	15,000	0	-15,000		0
<b>Total for River Flood Works</b>	<b>15,000</b>	<b>0</b>	<b>-15,000</b>		<b>0</b>
<b>Greenspaces</b>					
Reserves	148,000	145,000	-3,000		145,000
Community Facilities	10,300	5,000	-5,300		5,000
Contribution to ECan works	0	16,000			16,000
<b>Total for Greenspaces</b>	<b>158,300</b>	<b>166,000</b>	<b>-8,300</b>		<b>166,000</b>
<b>Property</b>					
Waikuku Beach Campground	5,250	5,250	0		5,250
<b>Total for Property</b>	<b>5,250</b>	<b>5,250</b>	<b>0</b>		<b>5,250</b>
Contingency	345,450	0	-345,450	0	0
<b>GRAND TOTAL</b>	<b>\$3,499,000</b>	<b>\$2,795,250</b>	<b>\$703,750</b>	<b>\$1,589,057</b>	<b>\$1,206,193</b>

1. Difference between original budget approved in July 2021 and the updated estimate as at August 2021.

2. This is assuming that Waka Kotahi co-funding of 51% will be granted, meaning Council share is the remaining 49% of the Roothing works.

3. Request for budget is covered in separate report - Report to Council - Options Assessment for Mountain Road Area of Oxford Rural 2 Water Supply (210723120988).

4. Work covered from existing operational budgets.

6.2. Council's insurers have been advised of the flood event and staff will work with them to determine if there is to be any claimable costs from damage to 3 Waters assets. It is currently not expected that the LAPP threshold for Government funding (60% share) will be triggered for this event. The only likely insurance claim would be for the washout of the access bridge and inlet works to the Coopers Creek headworks site, as covered in the separate report on the Mountain Road options assessment.

6.3. Roothing assets are not insured however Emergency Flood events do attract Waka Kotahi co-funding. Work category 141 enables funding from the National Land Transport Fund

(NLTF) in response to a defined, major, short-duration natural event (a qualifying event) that has reduced or will reduce customer levels of transport service significantly below those that existed prior to the event and results in unforeseen, significant expenditure.

- 6.4. The usual funding assistance rate (FAR) that applies to emergency works for qualifying events within each financial year is:
- the approved organisation's normal FAR. This covers cumulative claims for total costs of emergency works **up to 10%** of the approved organisation's total cost of its maintenance programme for the year (as approved when the National Land Transport Programme (NLTP) was adopted), or
  - the approved organisation's normal FAR plus 20% to a maximum of 95%. This is for the part of the cumulative claims of total costs of emergency works that **exceeds 10%** of the approved organisation's total cost of its approved maintenance programme for the year.

This has been taken into account when calculating co-funding from Waka Kotahi in the table above.

- 6.5. The flood response associated works to date have been claimed in the 2021/22 year. This means that the increase to the higher 20%FAR will occur subject to approval. Co-funding by Waka Kotahi is estimated at \$1.589m (subject to approval) and the Funding Assistance Rate increases to 71% for Emergency Response over \$1.138m but excludes any works undertaken for resilience.
- 6.6. The flood response work is to be funded from general rates (estimate be \$1,206,193) which will be debt funded in 2021/22 and then loan funded with the charge being on the 2022/23 rate. The rating impact from this additional budget, less the estimated Waka Kotahi co-funding, is \$3.15 per ratepayer or 0.10%. This does not include the residual book value of any assets which needs to be written off due to replacement or renewal.

6.7. **Sustainability and Climate Change Impacts**

The frequency and severity of flood events is likely to increase due to the impacts of climate change.

6.3 **Risk Management**

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

A risk-based approach has needed to be adopted around the management of the Lees Valley slips and this will also be the case when assessing and agreeing repairs for the Okuku Pass Rd slips as well as bridge approach repairs. In these cases, the best whole of life cost needs to be considered when agreeing the extent of repair and there is a residual risk of ongoing repairs being required due to further rainfall events.

6.8. **Health and Safety**

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

Physical works will be undertaken to repair flood damage and as per standard process for any physical works, the contractor will be required to provide a Site Specific Health & Safety Plan for approval prior to work commencing on site.

The work around the Lees Valley slips in particular is a higher risk activity due to the steep terrain and geological constraints. This has been discussed in detail with the contractor who is very experienced in this type of work, a Site Specific Safety Plan has been submitted and a site briefing including Council staff has been undertaken prior to the physical works commencing on site.

## 7. **CONTEXT**

### 7.1. **Consistency with Policy**

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

### 7.2. **Authorising Legislation**

The Land Transport Management Act is the relevant legislation in relation to Rooding activities.

### 7.3. **Consistency with Community Outcomes**

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

This report considers the following 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.

#### ***Core utility services are sustainable, resilient, affordable; and provided in a timely manner***

- Harm to the environment from sewage and stormwater discharges is minimised
- Council sewerage and water supply schemes, and drainage and waste collection services are provided to a high standard
- Waste recycling and re-use of solid waste is encouraged and residues are managed so that they minimise harm to the environment

### 7.4. **Authorising Delegations**

Council has the authority to receive this report.

Relevant staff have delegation to authorise unbudgeted emergency works where needed. Future reports will seek approval for unbudgeted expenditure.

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** RES-09/ 210827138860**REPORT TO:** COUNCIL**DATE OF MEETING:** 5 October 2021**AUTHOR(S):** Chris Brown, Manager Community and Recreation**SUBJECT:** Esplanade Reserve / Strip 108 Butchers Road**ENDORSED BY:**(for Reports to Council,  
Committees or Boards)\_\_\_\_\_  
Department Manager
  
 \_\_\_\_\_  
Chief Executive
**1. SUMMARY**

- 1.1 This purpose of this report is to seek a decision from Council regarding the provision of an esplanade located adjacent to the property at 108 Butchers Road. The current property owners have lodged a subdivision consent with Council. This consent has triggered Council's right under the Resource Management Act to acquire either an esplanade strip or reserve as the subdivision is adjacent to a significant waterway. Council has the discretion to acquire the land as esplanade reserve or an esplanade strip. Council can also determine the size of the esplanade up to 20m.
- 1.2 The resident of 108 Butchers Road has been in contact with Council staff over the last few months which has resulted in a number of emails and onsite meetings. To date staff have not been able to successfully negotiate a resolution regarding the esplanade which would meet the expectations of the resident and Council's long term aspirations for esplanade protection, development and use.

Attachments:

- i. Subdivision plan showing the esplanade area.
- ii. Email trail re 108 Butcher Road (210831139958)

**2. RECOMMENDATION****THAT** the Council:

- (a) **Receives** Report No. 210827138860.
- (b) **Approves** an Esplanade Reserve as the appropriate esplanade to be acquired should subdivision of 108 Butchers occur
- (c) **Approves** the width of the Esplanade reserve to be 20m wide.
- (d) **Notes** that Council will be responsible for maintenance and any future development of the land should an esplanade reserve be acquired.
- (e) **Notes** that the provision of an esplanade reserve is considered the best option due to the reasons detailed in the District Plan being that the Ohoka Stream has conservation, natural hazard mitigation, access and recreational use values.



### 3. **BACKGROUND**

- 3.1 The owners of 108 Butchers Road have been considering the subdivision of their 10.66h property for a number of years. Recently a subdivision consent was lodged with Council which would look to subdivide the land into two lots. The plan provided in the subdivision application identified the provision of a 20m wide esplanade strip adjacent to the northern boundary. The Ohoka stream runs along the northern boundary and is considered a significant stream in the Waimakariri District. As part of the processing of the application the Planning team contacted the Greenspace team to discuss the identified Esplanade Strip. The Greenspace team identified a preference to acquire an esplanade reserve rather than a strip. This information was communicated to the residents of 108 Butchers Road and has led to a number of emails and meetings onsite to discuss the esplanade.
- 3.2 To date staff have not been able to successfully negotiate a resolution regarding the esplanade which would meet the expectations of the resident and Councils long term aspirations for esplanade protection, development and use.

Figure 1



- 3.3 When a property is subdivided the Council has the right in certain situations to acquire an esplanade reserve or strip. The below information summarises the rules relating to esplanade reserves and strips.
- 3.4 Esplanade reserves and esplanade strips are a mechanisms to protect riparian and coastal margins for the purpose of:
- Contributing to the protection of conservation values, including the natural functioning of the sea, river or lake, water quality, aquatic habitats, and other natural values; or
  - Mitigating natural hazards; or
  - Enabling public access to any sea, river or lake; or
  - Enabling public recreational use of the esplanade reserve or esplanade strip and adjacent sea, river or lake (where compatible with conservation values).

- 3.5 Esplanade reserves are classified as reserves under the Reserves Act 1977. Land ownership is transferred to a territorial authority at the time of subdivision meaning the council must maintain and manage the reserve. The landward boundary does not change as the water boundary accretes or erodes.
- 3.6 Territorial authorities can modify the requirements for esplanade reserves by stating in their district plans that: no reserve is required, the width of the reserve is to be greater or less than 20 metres, an esplanade strip is required instead, or esplanade reserves are required for allotments of 4 hectares or greater.
- 3.7 Under Rule 33.1.1 of the current Waimakariri District Plan, an esplanade reserve or esplanade strip shall be created or set aside for any allotment which is created on a subdivision regardless of the size of the allotment created where any part of the land to be subdivided in any zone adjoins or is crossed by a river listed in Table 33.1. The river adjacent to 108 Butchers Road is listed in this table.
- 3.8 An esplanade strip is slightly different than an esplanade reserve. An esplanade strip is registered on the title but remains in the ownership of the landowner. The title sets out restrictions relating to its use and management. The width of an esplanade strip remains unchanged so that if the water edge is eroded the strip moves inland and if there is accretion the strip moves seaward.
- 3.9 Compensation is payable for an esplanade reserve or esplanade strip where, in relation to allotments under 4 hectares, the width of the reserve or strip is greater than 20 metres, or, in relation to allotments 4 hectares or over, a reserve or strip of any width is required.
- 3.10 Prior to the 2018-28 Long Term Plan the owners of 108 Butchers Road were in contact with Council staff and elected members to discuss subdivision of their land. They raised the issue of esplanades and proposed an alternative method of protecting the land which they called a land improvement agreement. This would essentially leave the land in private ownership with an agreement reached to allow Council access for maintenance of the Ohoka Stream.
- 3.11 The idea of a land improvement agreement was submitted formally by the owners of 108 Butchers Road as part of the 2018-2028 Long Term Plan process. The summary of the submission and the Council response is shown below:

**Summary of Submission:** *As WDC is revising their district plan, they could seriously consider these alternative ways of dealing with maintenance of the rivers in a simple of way that does not require an esplanade Reserve, does not require co-operation between neighbours (which can cause issues of non-resolution for WDC), and provides an easy and straight forward opportunity to review an LIA if situations change. WDC has many other forms of "personal contracts" with land owners (eg Resource Consents) so an LIA fits well into your existing way of doing things. It is also a much more up to date, and less complicated, way of gaining access rather than Esplanade Reserve.*

**Council Decision:** *Currently Esplanade Reserves cause ongoing problems because they are large, and have to be maintained (usually by grazing) which still hampers WDC in doing what they need to do. They are outdated.*

**Submission Point:** *Land Improvement Agreement - Butchers Road*

**Summary of Submission:** *We at 108 Butchers Road would be keen to have a Land Improvement agreement with WDC to eliminate all need for Esplanade Reserves in the future. We have proved ourselves to be responsible Land Owners, who are*

*environmentally aware, and prepared to work in with the WDC. Recently we permitted trees that WDC are responsible for, to be felled on our land, by the river to help reduce the ongoing cost to WDC of managing blocking and thus flooding in this area of the Ohoka Stream.*

**Council Decision:** *The Council declines this request. Land Improvement Agreements, which are to protect property and infrastructure, are not intended to replace Esplanade Reserves, which are to protect riparian margins along natural watercourses.*

- 3.12 It should acknowledged that the letter above does create some confusion. While the letter states that esplanade reserves are outdated it also clearly identifies that esplanade reserves are the vehicle used ‘to protect riparian margins along natural water courses’.
- 3.13 In some cases the provision of an esplanade reserve may be outdated and may cause a large operational cost to Council however when an application for Resource consent is received each is assessed on its own merits based on its strategic value, Councils ability to maintain or lease out, potential ongoing operational costs etc. The assessment of the consent specific to 108 Butchers Road was undertaken by the Greenspace team who determined that due to the significance of the Ohoka Stream, the potential future connection opportunity to other esplanades for public access and recreation, water quality and biodiversity enhancement potential, potential flood mitigation opportunities and the operational cost of maintenance that an esplanade reserve should be acquired at a 20m width.
- 3.14 Council staff have met onsite on a number of occasions to discuss the reasons for requiring the esplanade reserve. There have also been a number of email exchanges however unfortunately no resolution could be reached. A number of points have been raised by the owners of 108 Butchers Road which are discussed in section 4 below alongside further information regarding staffs rational for recommending an esplanade reserve of 20m.

**4. ISSUES AND OPTIONS**

- 4.1. The owners of 108 Butchers Road have raised a number of issues regarding the creation of an esplanade as a result of their proposed subdivision. These are listed below with an associated staff response.

<p>A prior agreement had been reached as a result of the annual plan response from David Ayres and onsite meetings held prior. The agreement was that Council were only interested in an esplanade strip to enable suitable access for storm water purposes. In taking the strip Council would not be allowing any form of Public access.</p>	<p>Unfortunately there is no record of this agreement. Council does look after this stretch of the Ohoka Stream and does require access over sometimes private land to undertake maintenance. An esplanade strip would provide this access. An esplanade strip however would also provide for public access which is one of the primary purposes of acquiring an esplanade strip.</p>
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<p>The owners have undertaken approximately \$10,000 worth of tree work to trees located close to the Ohoka Stream. They have stated that had they known that an esplanade would be acquired and that this would provide for public access they would not have done this work and would like to be compensated. They claim that the trees were planted by Council many years ago.</p>	<p>Council staff have met onsite to have a look at the tree work completed to determine if this work would have been something that the Council would usually do as part of its storm water function. The trees are very large and are on private land. They belong to the owners of 108 Butchers Road. It is unclear when they were planted. It has been confirmed that the work undertaken would not have been undertaken by Council as part of its normal reactive storm water maintenance work. The tree work is likely to reduce the potential for the Council to have to do work in the future as it has reduced the likelihood of branches etc falling in the stream. The tree work done also benefits the adjacent farm land which is currently in private ownership. Staff would not recommend any compensation.</p>
<p>Esplanade reserve and esplanade strips can have one only, <b>OR</b> up to three purposes:  1) conservation, <b>OR</b>  2) public access, <b>OR</b>  3) public recreation</p>	<p>Council staff believe that the esplanade area referred to in this report provides opportunity for future public recreation, access and conservation. Council has committed to the Arohata te awa project which aims to increase water quality, biodiversity and public access to waterways through the enhancement of esplanade areas.</p>
<p>An esplanade strip would remain in private ownership and therefore the Council does not need to buy or maintain it. The current owners would continue to maintain the site well preserving rural amenity.</p>	<p>The Council has allocated sufficient budget to enable both development and maintenance of the land. Council maintains and develops many natural areas for the benefit of the wider community and environment.</p>
<p>Concern regarding a walkway being recently located on the eastern boundary of the property by WDC with no planning or consultation with affected parties. This has increased disturbance and risk to the land owners of vandalism, antisocial behaviour, destruction caused by dogs, criminal behaviour, and loss/theft of stock, feed, and equipment.</p>	<p>Staff have met with the owners of 108 Butchers Road to talk through the walkway which has been recently fenced off on the eastern side of their property. Staff acknowledge that better information should have been provided and have apologised for this. While there is no legal requirement to consult as a good neighbour the Council should have informed the resident of what was planned before erecting a fence which clearly identified the intention to have a walkway. This meeting has led to Council staff investigating the potential removal of a line of pine trees on the boundary and costs for potential fencing.</p>

	<p>In terms of the increased disturbance, this is something that is raised by many residents when walkways are proposed next to their properties. In terms of the esplanade the owners do have the option not to subdivide which would mean the Council has no option to acquire the land and therefore the walkway would not exist. In staffs experience the presence of a walkway next to a rural property does not increase the risk of vandalism etc. It actually reduces the risk. People who use walking tracks are generally doing so for exercise and enjoyment. Having these people on the track reduces the opportunity for antisocial behaviour and acts as passive surveillance. An example of this is Silverstream Reserve in Clarkville.</p>
<p>If an esplanade reserve was taken through the subdivision process the property would then have to endure public access and the associated disturbance and risk on <i>three sides of the property</i>, which people living in a rural zone should not have to expect or tolerate. If the WDC wants such excessive public access around an operational farm then they need to change the zoning to reflect the change in land use they are creating.</p>	<p>Creating an esplanade reserve or strip (as both would allow for public access) would mean that the property would have public access on three sides. This includes Butchers Road. Many farms in rural areas have public access on many sides with roads often acting as the boarder of properties. Having a walkway on the esplanade area would not require a change in the zoning.</p>
<p>This huge increase in risk to safety, security, and enjoyment of a rural lifestyle, plus the consequent decrease in desirability and value of the property, would have an unfair and extremely detrimental effect on the property owners, who have worked hard for 50 years to acquire such an asset.</p>	<p>The risk to safety and security is covered above. Staff do not perceive that creating a walkway would increase this risk.</p> <p>Access to walking and cycle tracks in urban and rural areas provides opportunities for people to exercise, connect with nature and connect socially. They provide opportunities to increase biodiversity and amenity and are considered an important feature in modern developments. While some may be put off by having a walkway on their door step others will be excited by the prospect. If the current owners consider public access on an esplanade to be significantly detrimental then they can make the decision to withdraw their subdivision application.</p>
<p>Concern raised over the Council's ability to pay for the purchase and maintenance of the land if an esplanade reserve was to</p>	<p>As stated earlier the Council does have funds to purchase and maintain the esplanade. Acquiring esplanades on key</p>

<p>be taken, and the reason and wisdom of spending rate payers money on such a venture when this reserve is unlikely to be used by the public because it does not go anywhere, and future development of it cannot occur because properties to the west of it are not big enough to enable their subdivision.</p>	<p>waterways through subdivision is specifically identified in the district plan. The benefit to water quality, biodiversity and the health and wellbeing of the general community are all reasons why esplanades are acquired through the subdivision process. Esplanades are often taken even though a complete link to create a meaningful walking trail is not immediately possible. Council's acquire assets and build facilities that have very long lives. While properties to the west are currently not big enough to subdivide this could change in the future or Council could look to purchase private land in the future to join existing esplanades.</p>
<p>Concern raised around Council's legal right under the RMA to require esplanade reserve as part of a subdivision, and the rights of Land Owners under New Zealand Law.</p>	<p>The Council does have the right to acquire an esplanade reserve or strip as part of the subdivision of 108 Butchers Road. This has been confirmed by Council planning team who had started the processing of the consent. The Resource Management Act provides Council with the authority through its District Plan to acquire esplanades at the time of subdivision.</p>
<p>The emphasis in such situations has been to exploit a situation for the sole benefit of the Waimakariri District Council, with disregard for affected parties or rate payers</p>	<p>Acquiring esplanades when land is subdivided next to waterways is done for the benefit of the wider Waimakariri community. Council is always happy to work with its neighbours to ensure that any activity on Council land has less than minor impacts. Council staff have discussed with the owners of 108 Butchers Road the possibilities regarding suitable planting and fencing for screening or leasing back land while it is not yet formed as a walkway.</p>

- 4.2. There are a number of options available to both Council and the owners of 108 Butchers Road.
- 4.3. Options available to the owners of 108 Butchers Road include the following:
- 4.3.1. Continue with the application currently lodged for consent of the 108 Butcher Road property. This application triggers Council's right to acquire an esplanade along the Ohoka Stream to the north of the property.
  - 4.3.2. Withdraw the subdivision application. Council will no longer have the ability to acquire an esplanade along the stream adjacent to 108 Butchers Road. The

Planning Unit have confirmed that they would be willing to refund the full amount paid on the application if it was withdrawn.

4.4. Should the owners of 108 Butchers Road choose to proceed with their subdivision consent then Council has a number of options it can consider regarding the esplanade. These include the following:

4.4.1. An Esplanade Reserve of 20m in width is acquired. This is staffs recommended option for the following reasons:

- An esplanade reserve would provide Council with ownership of the land. This ownership provides Council with better flexibility in the future. Ownership allows Council to develop the land in order to increase biodiversity and improve water quality. It also provides Council with more options regarding flood protection in the future.

4.4.2. An Esplanade Reserve of less than 20m is acquired. This is not recommended by staff.

- The Council could choose to reduce the width of the esplanade reserve. This would increase the size of the remaining private land parcels and would likely be seen as favourable to the private property owner. It does however limit the ability for Council to develop the land and reduces future options for flood protection measures. In order to properly develop an esplanade reserve to allow for walking and cycling and suitable biodiversity enhancement a 20m width is required. A 10 metres width would create challenges in being able to develop the land to act as a biodiversity corridor for native species to travel through the district.

4.4.3. An Esplanade Strip of 20m in width is accepted. This is not recommended by staff.

- An esplanade strip would leave the land in private ownership. Public access to the land would still be allowed for however the Council would not be able to develop the land. Maintenance of the land would still be the responsibility of the land owner. This would not allow Council to realise some of the environmental, social and natural hazard mitigation benefits that development of the land could provide. This option would reduce the financial responsibility for Council.

4.4.4. An Esplanade Strip of less that 20m is accepted. This is not recommended by staff.

- As above this would not provide the Council with the ability to develop the land for biodiversity, social or flood protection purposes. If the Council was to accept an esplanade strip then an area smaller than 20m would be acceptable. Esplanade strips move with the moving river boundary and would be for the purpose of public access only and therefore 10m would provide for this purpose.

4.4.5. Council chooses not to take any esplanade as part of the subdivision process. This is not recommended by staff.

- Acquiring esplanades through the subdivision process is allowed for in the District Plan. Council has budget to both purchase, develop and maintain the land. There are significant environmental, social and natural hazard mitigation benefits in Council owning land adjacent to waterways. Council needs to take a long term approach. While the land in question doesn't create a logical walking route right now it does provide options for the future.

## **Implications for Community Wellbeing**

There are implications on community wellbeing by the issues and options that are the subject matter of this report. While there are likely to be implications for both cultural and economic wellbeings the main impact relates to social and environmental.

### **Social wellbeing**

The creation of a network of walking trails throughout the district along the riparian margins of waterways creates significant social benefit. Connection with nature is proven to increase mental wellbeing. Walking and cycling is one of the largest recreational activities in the Waimakariri District and is growing in popularity with the aging population and changes in technology. Walking and cycling are proven to assist in positive health and wellbeing. Walking and Cycling tracks and involvement in biodiversity enhancement contribute towards social connection which is a major factor in positive mental wellbeing.

### **Environmental wellbeing**

The provision of esplanade reserves allows Council to continue to implement Arohatia te awa. This project looks to develop esplanade areas in the district to increase water quality and biodiversity. The districts waterways act as biodiversity corridors across the Canterbury plains linking together as a network. As Council develops the riparian margins of waterways there will be increased biodiversity in the district and better water quality in our rivers and streams. This is a significant benefit to the local environment.

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

## **5. COMMUNITY VIEWS**

### **5.1. Mana whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report. Ngāi Tūāhuriri have not been specifically consulted regarding this report or the option to take esplanade as part of the subdivision of 108 Butchers Road. Ngāi Tūāhuriri are however likely to be interested as the report discusses ownership and development of riparian margins of important waterways.

### **5.2. Groups and Organisations**

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. The following groups are likely to be interested in the subject matter of this report:

- Arohatia te awa working group – This group supports the recommendations in this report.
- *New Zealand Walking Access Commission – Geoff Holgate*  
The Commission supports land along waterways being secured for public access when opportunities arise. An esplanade strip or reserve would provide for public access and while a reserve in this instance may provide Council with more opportunities in the future, an esplanade strip would be sufficient.

In terms of objections to the provision of public access these are often understandable from a landowners perspective however they can often be mitigated through good management and appropriate signage.



- *North Canterbury Fish and Game – Rasmus Gabrielson*

North Canterbury Fish & Game council are strong advocates for working towards establishing better public access whenever possible. We are especially committed to improving linkages between existing but fragmented blocks of public land, marginal strips and reserves along waterways, and therefore see the types of dialogues you describe with owners subdividing property as very important opportunities (and an essential legal pathway) to help identify and achieve improvements to the public means of both accessing and subsequently walking along local streams and rivers. Without actively considering and working towards ensuring appropriate public access whenever possible and practical local authorities can easily fall into the trap of defect land-locking large sections of these public waterways. Which is a shame as in our experience local communities very much value access to them when provided for a range of cultural, recreational and spiritual / philosophical reasons.

### 5.3. **Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. The provision of walking and cycle ways and the enhancement of the environment through increased biodiversity and streamside planting will have a positive effect for the wider community. It creates opportunities for health and wellbeing and supports the districts increased awareness of the benefits of a healthy environment. The recent customer satisfaction survey undertaken by Council identified that respondents wanted improved environmental management with Council showing leadership in protecting the environment, sustainability and cleaner upgraded rivers.

## 6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

### 6.1. **Financial Implications**

If the recommendation in this report are approved and the subdivision of 108 Butchers Road continues the Council will be required to financially compensate for the esplanade reserve. The reserves account anticipates the purchase of both neighborhood reserves and recreation and ecological linkages and has sufficient budget provision.

If the recommendation in this report are approved and the subdivision of 108 Butchers Road continues the Council will be responsible for the cost of maintenance and any development. Currently the recreation account has sufficient funding to cover the cost of maintenance. Development would be subject to funding being made available from budgets such as the Arohatia te awa budget. Development is not likely to take place in the short term.

In many cases the Council lease back esplanade reserves to adjacent land owners where they are not yet ready for development. It is unlikely that this would be the possible in this case however it is an option that staff would explore.

### 6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and climate change impacts. The planting of riparian margins increases carbon sequestration and biodiversity as well as reducing the possibility for sediment and contamination to enter the stream. The recommendations in this report provide for a 20m margin alongside the Ohoka Stream. This land does provide Council with options in the future regarding flood risk mitigation which may become more important as a result of the effects of climate change.

### 6.3 **Risk Management**

There are risks arising from the implementation of the recommendations in this report. The two main risks which should be considered include the risk of setting a precedent relating

to the acquisition of esplanades through subdivision and the potential opportunity cost association with each of the options.

### **Health and Safety**

There are not health and safety risks arising from the adoption/implementation of the recommendations in this report.

## **7. CONTEXT**

### **7.1. Consistency with Policy**

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

### **7.2. Authorising Legislation**

7.2.1. The authorising legislation which provides Council with the ability acquire esplanades as part of a subdivision process is the Resource Management Act.

7.2.2. Under Rule 33.1.1 of the current Waimakariri District Plan, an esplanade reserve or esplanade strip shall be created or set aside for any allotment which is created on a subdivision regardless of the size of the allotment created where any part of the land to be subdivided in any zone adjoins or is crossed by a river listed in Table 33.1.

7.2.3. The site at 108 Butchers Road, neighbours the Ohoka Stream (North and Central Branch) from Christmas Road to the confluence with the Kaiapoi River which is identified in Table 33.1. Therefore, an esplanade reserve or strip is required when applying for subdivision. Further, it is noted in the current District Plan that any subdivision which is subject to Rule 33.1.1 the Council will determine in its discretion whether an esplanade reserve or esplanade strip is to be created.

7.2.4. In this case the Reserve was the best option due to the reasons detailed in the District Plan being that the Ohoka Stream has conservation, natural hazard mitigation, access and recreational use values.

### **7.3. Consistency with Community Outcomes**

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

#### **Public spaces and facilities are plentiful, accessible and high quality, and reflect cultural identity**

- There is a wide variety of public places and spaces to meet people's needs
- There are wide ranging opportunities for people to enjoy the outdoors
- The accessibility of community and recreation facilities meets the changing needs of our community
- Public spaces express the unique visual identity of our District.

#### **Indigenous flora and fauna, and their habitats, especially Significant Natural Areas are protected and enhanced**

- Conservation, restoration and development of significant areas of indigenous vegetation and/or habitats is actively promoted.

**There is a strong sense of community within our District**

- There are wide-ranging opportunities for people of different ages, abilities and cultures to participate in community life, and recreational and cultural activities.

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

- The Council makes information about its plans and activities readily available
- The Council takes account of the views across the community including mana whenua
- The Council makes known its views on significant proposals by others affecting the District's wellbeing
- Opportunities for collaboration and partnerships are actively pursued.

**7.4. Authorising Delegations**





**NOTES :**

1. THIS SURVEY HAS NOT INCLUDED SITE MARKING OF THE BOUNDARY POSITIONS UNLESS OTHERWISE INDICATED.
2. NO UNDERGROUND SERVICE INFORMATION IS SHOWN ON THIS PLAN. THE LOCATION OF ANY SUCH SERVICES SHOULD BE CONFIRMED WITH THE RELEVANT LOCAL AUTHORITY OR UTILITY SERVICE PROVIDER.
3. CADASTRAL BOUNDARIES BEARINGS AND DISTANCES HAVE BEEN SOURCED FROM DP 544769.
4. SCHEME PLAN ONLY, AREAS & DIMENSIONS ARE APPROXIMATE & SUBJECT TO FINAL SURVEY.



4 Meadow Street, PO Box 5558, Papanui, Christchurch  
 P 03 352 5599 AMBERLEY 03 314 9200  
 F 03 352 5527 ASHBURTON 03 307 7021  
 TOLL FREE 0508 787 887 DARFIELD 03 318 8151

REV	DATE	REVISION DETAILS	SRS
B	17/09/20	FOR SUBDIVISION CONSENT	SRS
A	03/09/20	FOR SUBDIVISION CONSENT	SRS

DRAFTED	VERIFIED
SRS	
APPROVED	
DATE	

PROJECT	
HEATHER WOODS - 108 BUTCHERS ROAD, CLARKVILLE	
TITLE	
PROPOSED SUBDIVISION OF LOT 1 DP 544769	
RT 923616	SHEET 1 OF 1

INFORMATION ONLY	
PROJECT NO 14656	
SCALE 1 : 2000 (A3)	SIZE A3
DRAWING NO SC-01	REV B



**Email trail re 108 Butchers Road Esplanade Reserve:**

Thu 15/07/2021

Dear [REDACTED],

Further to your very valid concerns and distress over WDC demanding an esplanade reserve should you subdivide, please be sure that they read these options and facts below:

**Resource Management Act regarding esplanade strips and reserves**

Essentially, people taking animals onto the strip/reserve should be prohibited. And obviously people doing damage and/or disturbing you or your animals is prohibited.

So a good question to the council is how would they enforce that if they had an esplanade strip/reserve?

E.g. tall solid fences, with screening, and prohibition of dogs?

Why do they believe they need this strip or reserve when it goes nowhere, and is going to be very expensive to buy, maintain, fence, and monitor, in order to comply with the law? Signs would not be adequate, acceptable, or ensuring compliance with the law.

They could grant you the esplanade strip for conservation purposes only, as they promised, or not require an esplanade strip at all. They do not need it, & you maintain that area by the river very well.

Resource Management Act 1991

Source: <https://www.legislation.govt.nz/act/public/1991/0069/latest/whole.html#DLM230265>

**Schedule 10****Requirements for instruments creating esplanade strips and access strips****1. Prohibitions to be included in instruments**

(1) Every instrument creating an esplanade strip and every easement for an access strip shall specify that the following acts are prohibited on land over which the esplanade strip or access strip has been created:

(a) wilfully endangering, disturbing, or annoying any lawful user (including the land owner or occupier) of the strip:

(b) wilfully damaging or interfering with any structure adjoining or on the land, including any building, fence, gate, stile, marker, bridge, or notice:

(c) wilfully interfering with or disturbing any livestock lawfully permitted on the strip.

(2) Notwithstanding subclause (1), the prohibitions in paragraphs (b) and (c) shall not apply to the owner or occupier.

(3) For the purposes of this schedule, *owner* and *occupier* includes any employees or agents authorised by the owner or occupier.

## 2. Other prohibitions

Subject to sections 232(4) and 237B(3), every instrument creating an esplanade strip and every easement for an access strip shall specify that the following acts are prohibited on the land over which the esplanade strip or access strip has been created:

- (a) lighting any fire:
- (b) carrying any firearm:
- (c) discharging or shooting any firearm:
- (d) camping:
- (e) taking any animal on to, or having charge of any animal on, the land:
- (f) taking any vehicle on to, or driving or having charge or control of any vehicle on, the land (whether the vehicle is motorised or non-motorised):
- (g) wilfully damaging or removing any plant (unless acting in accordance with the Biosecurity Act 1993):
- (h) laying any poison or setting any snare or trap (unless acting in accordance with the Biosecurity Act 1993).

### **The Resource Management Act is definitely the main one covering esplanades.**

In summary:

In particular, it states that both esplanade reserve and esplanade strip can have one only, **OR** up to three purposes:

- 1) conservation, **OR**
- 2) public access, **OR**
- 3) public recreation

The benefits of an esplanade strip over an esplanade reserve are that the land owner maintains ownership and responsibility for a strip.

That means the council does not need to buy or maintain it, it is much more appropriate in your situation at 108 Butchers Rd, and that's what was promised to you at the very beginning when the decision was made,

on that basis, to apply for subdivision consent and start spending money on it. The only acceptable use for a strip in your situation is conservation, especially as the public already has access on 2 sides of your property..

An esplanade CAN have just 1 use: e.g. conservation. The WDC should agree to that, and I assume you would be ok with that.

The WDC can also choose to have a smaller esplanade strip, or none at all - they are not forced to take an esplanade. And if they do it must be for a purpose to which you agree.

If WDC chooses to have an esplanade reserve, they have to compensate you for it.

You can negotiate, or get a registered valuation. You can object to the valuation. You are entitled to full market value for it.

I hope this information helps resolve this issue. Please do not publish my details, they are confidential to you as the land owner.

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On Tue 13/07/2021 8:16 PM

**Concern regarding inconsistent application of WDC rules.**

Hi,

Thanks for the additional information.

I had a meeting last week with [REDACTED], as you say, which was at last productive. I have helped him to formulate his report, and he is going to follow that up with a meeting to discuss it, where I will be invited to be present, and may speak for up to 10 minutes, and also answer any questions that counsellors may have that are specific to my situation and concerns.

It is a relief that at last my concerns are being taken seriously, because so many decisions are made by WDC without due consideration of the effect those decisions have on the people most greatly affected by them.

For example, would any of the people involved in wanting to establish a walking track PLUS an esplanade reserve around the same property want the public walking around *their* home and their business **on three sides**, at any time of the day & night?

Would *they* like to be exposed to the disturbance, the risk from criminals, the reduction in privacy and property value, and the destruction of their way of life that they had worked hard for?

Another example is the impulsive decision to create a walking track without viewing the site, planning the venture, or consulting the affected parties. Already the very old trees on the site have destroyed the new fencing in two places, and demonstrated my concern regarding safety. This walking track comes out right on a bend in Butchers Road with poor visibility, which is very dangerous in itself.

**Your council members were elected to represent the community and the rate payers, and it is a relief to see that those members are now prepared to listen to the community and the rate payers, rather than be a law unto themselves.**

Thankyou

[REDACTED]

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On Mon, Jul 12, 2021 at 12:34 PM [REDACTED] wrote:

Hi [REDACTED]

Thank you for your patience.

I understand that you met with [REDACTED], Manager Community and Recreation this week to further discuss the access and use of the Esplanade Strip. [REDACTED] has confirmed with me that as a result of this meeting he will develop a report that will be provided to Council on this issue for their consideration and decision.

You are able to request a deputation to Council. The purpose of a deputation is to enable a person, group or organisation to make a presentation to a meeting on a matter or matters covered by that meeting's terms of reference. Deputations are approved by the Chairperson or an official with delegated authority. To find out more about deputations please refer to our Council standing order guidance at the following link.

[https://www.waimakariri.govt.nz/data/assets/pdf\\_file/0023/9473/WDC-Council-Standing-Orders-2-September-2020.pdf](https://www.waimakariri.govt.nz/data/assets/pdf_file/0023/9473/WDC-Council-Standing-Orders-2-September-2020.pdf)

Our staff have developed further responses to your queries presented to us in your email dated 1 July and these are outlined below.

### Application of Esplanade Reserve

District Plan Rule 33.1.1 is the relevant rule which triggers consideration of the esplanade provisions:

*“33.1.1*

*Except where provided by Rules 33.1.2, 33.1.5 and 33.1.6 an esplanade reserve or esplanade strip shall be created or set aside for any allotment which is created on subdivision regardless of the size of the allotment created where any part of the land to be subdivided in any zone:*

*adjoins or is crossed by a river listed in Table 33.1; or adjoins the coastal marine area boundary.”*

Table 33.1: Schedule for Esplanade Reserve or Esplanade Strip Requirements

Water Body	Reach	Purpose (as detailed in s229)
Ohoka Stream (North and Central Branch)	From crossing of Bradleys Road to Christmas Road	— Conservation — Natural hazard mitigation
	From Christmas Road to the confluence with the Kaiapoi River	— Conservation — Natural hazard mitigation — Access — Recreational use

Rule 33.1.2 is the rule that applies where an allotment of less than 4 hectares is created. The subdivision that Council is processing does not trigger this rule, but does trigger Rule 33.1.1. The relevant waterbody to your proposal in Table 33.1 is the Ohoka stream (From Christmas Road to the confluence with the Kaiapoi River). In addition, it is noted in the district plan that any subdivision which is subject to Rule 33.1.1 the Council will determine in its discretion whether an esplanade reserve or esplanade strips is to be created.

### Esplanade Reserve/ Strip Policy 3.4.1.1

The explanation to Policy 3.4.1.1 does address the issue of access in the accompanying explanation:

*“Priorities for access are established and are included in Table 33.1 Schedule for Esplanade Reserve or Esplanade Strip Requirements. Priority has been given to those rivers that are either closest to areas of greatest population densities (the main towns), or are incised lowland rivers with no access within the bed, or can be sustainably managed for access purposes within urban areas as part of development and redevelopment, or have fishery values.”*



The provision of an esplanade reserve or strip is an assessment matter that needs to be considered when a subdivision application is processed. For your subdivision, Council reserve staff identified the need for public access and for the creation of biodiversity values, and identified potential adverse environmental effects if these matters were not provided for. The decision maker would be required to balance the need for privacy with the priorities for public access.

#### Policy 11.1.1.6

This policy is noted. The entranceways were assessed as part of the subdivision and were not considered to be a traffic safety risk. The subdivision only has access to one road in the hierarchy. With regard to traffic safety issues, these matters were addressed in the external planning officer's report and approved by the independent commissioner; as follows:

*“Ohoka Road is a two lane sealed surface with good visibility in both directions at the site frontage. The Council’s Subdivision Engineer has assessed the access arrangement for Lots 1 and 2 and concluded that safe access will be provided with no adverse effect to traffic safety on Ohoka Road. Both accesses are not formed to current standards and will therefore require upgrading. Conditions have been imposed to require this.”*

#### Policy [Rule] 32.1.1.40

This rule applies within the West Kaiapoi Outline Development Plan area. You are correct that Butchers/ Giles Road is shown on the referenced outline development plan; however the lots that were subdivided is outside of the outline development plan area.

#### Policy [Rule] 32.1.1.41

This rule applies within the West Kaiapoi Outline Development Plan area. You are correct that Butchers/ Giles Road is shown on the referenced outline development plan; however the lots that were subdivided is outside of the outline development plan area.

Kind regards

[REDACTED]

**Waimakariri District Council**  
**Phone: 0800 965 468 (0800 WMK GOV)**



**From:** [REDACTED] >  
**Sent:** Thursday, 1 July 2021 8:14 PM  
**To:** [REDACTED] >  
**Cc:** [REDACTED] >  
**Subject:** Re: Concern regarding inconsistent application of WDC rules.

Hello Gentlemen,

Thank you for your Email [REDACTED].

Although you have given some explanations to our concerns, they have not all been addressed. However your email has emphasised how WDC interprets rules to suit themselves in a very unique manner.

And how they make arrangements to accommodate their interpretation. This is an issue we have seen with WDC many times, which has contributed to the lack of regard for WDC staff shown by WDC Residents.

Members of the public are expected to be ruled by these *interpretations*, rather than being able to follow the rules precisely, as would happen in Private Enterprise.

So please find our response to your email below, where we offer to accept your interpretations providing that you keep your word to us rather than keep changing your interpretations.

Thank you for your time and effort in resolving these important issues.

---

**Waimakariri District Council : District Plan Objectives regarding public access to rivers, as supplied by [REDACTED] on 28-6-21**

Thank you [REDACTED].

***Policy 3.4.1.1***

*Maintain and enhance public access to and along rivers of the District where access does not conflict with conservation values, **THE LEGAL RIGHTS OF PRIVATE PROPERTY OWNERS** and public safety.*

**Definition of the legal rights of Private Property Owners:**

a) “ The right and interest which the owner of the property has in lands and chattels to the exclusion of others. “ Reference- Collins Dictionary of Law © W.J. Stewart,

6 Binn. 98; 4 Pet. 511; 17 Johns. 283; 14 East, 370; 11 East, 290, 518.

b) “ It is the right to enjoy and to dispose of land in the most absolute manner as the owner pleases, provided the owner makes no use of them prohibited by law. “

c) “The main legal property rights are the **right of possession**, the **right of control**, the **right of exclusion**, the **right to derive income**, and the **right of disposition**. “

Reference – Real Estate Association of NZ.

d) Private property rights NZ states that:

“New Zealand is a **property** owning democracy. Fundamental to the **protection of private property rights** is an understanding that these **rights** cannot be confiscated by government, without agreement from the owner, and compensation acceptable to the owner being paid. ...18/03/2006“

e) “ **Property Rights** secure owners against neighbours’ abuse through common law doctrines such as nuisance and rules for compensation.“

f) “The **Property Rights** System aims to provide New Zealanders certainty regarding their **rights** ...5/02/2019” Reference -

<https://www.linz.govt.nz/regulatory/regulatory-stewardship-and-strategy/our-regulatory-systems/property-rights->

### **Application of policy 3.4.1.1 to 108 Butchers Road Kaiapoi**

Upon **considering the Legal Rights of Property Owners**, WDC has no right to open up the land along the river at 108 Butchers Rd to Public Access against the wishes and rights of the private property owners, in any way. Because this would be against the law, and would cause nuisance, and lack of safety and enjoyment, to the owners of 108 Butchers Road.

Therefore as part of a subdivision application an Esplanade Strip, owned and maintained by the owners of 108 Butchers Road, and accessed only by council staff by negotiation, is the only option available. As stated by [REDACTED] in writing in 2019.

**PLEASE ALSO NOTE THAT ACCORDING TO WDC RULES "AN ESPLANADE RESERVE WILL BE TAKEN BY WDC IF SUBDIVISION UNDER 4HA IS APPLIED FOR". OUR APPLICATION IS NOT UNDER 4HA, THEREFORE AN ESPLANADE RESERVE CAN NOT BE INSISTED UPON.**

[REDACTED] you try to say that the recent subdivision at 11 & 21 Ohoka Road does not come under the West Kaiapoi Development Plan, however the part of Butchers Road which has become Arterial Road IS on the plans.

Therefore it can be assumed that this map does apply to this subdivision. And also the priority is safety whichever way you interpret the facts. To permit yourselves to have two entranceways from your 2 new allotments both coming out onto the part of Butchers Road which is included in the map is not what was intended due to safety concerns because Haysons Road Silverstream comes out in the same place, making a dangerous situation.

And the Walking Track is coming out right on a bend in Butchers Road, with poor visibility both for walkers on the track and motorists on the road, which is another dangerous situation.

### **Policy 11.1.1.6**

*Every site should have access that provides safe entry and exit to and from the site to a road without compromising safety or efficiency of the road or roading network. Where a site has two or more road frontages the access should be from the lowest road classification within the road hierarchy.*

The placement of those two entranceways of the WDC new subdivision contravenes the intention and requirements of this policy in both the underlined areas.

**Policy 32.1.1.40**

***Subdivision consent within the West Kaiapoi Outline Development Plan area shown on District Plan Map 164 shall not be granted where allotments have direct vehicle or pedestrian/cycle access to Butchers Road, Giles Road or the Arterial Road shown on District Plan Map 164.***

The two new allotments recently created by WDC at 11 & 21 Ohoka Road both exit onto the new arterial road, and a recently created and fenced walkway exits onto Butchers Road.

**Policy 32.1.1.41**

***Within the West Kaiapoi Outline Development Plan area shown on District Plan Map 164 there shall be no direct vehicle or pedestrian/cycle access to Butchers Road, Giles Road or the Arterial Road from any allotment created with a legal boundary abutting those roads. This requirement shall be secured by way of a Consent Notice on the titles for all allotments created with a legal boundary abutting Butchers Road, Giles Road or the Arterial Road.***

The two new allotments abut onto the Arterial Road, and the southern one also abuts onto Butchers Road.

**SUMMARY AND SUGGESTIONS**

Waimakariri District Council is breaking its own rules,

- a) by allowing themselves to have an entranceway for a new allotment created by subdivision onto the arterial road at 21 Ohoka Road,
- b) by creating a walkway with an entranceway onto Butchers Road, which has old and dangerous pine trees falling onto it beside 21 Ohoka Road,
- c) by changing the rules half way through a subdivision application from their neighbours at 108 Butchers Road whereby WDC is now insisting on taking an Esplanade Reserve for public use despite this activity contravening WDC rules that they can only take land near rivers for public use if the owners of that land agree to that because of their Legal Rights as Private Property Owners. We do not agree to a Public Reserve.

**SOLUTION**

The owners of 108 Butchers Road accept the WDC subdivision and walking track ON CONDITION THAT WDC accepts an Esplanade Strip for use of WDC staff only, as part of the Subdivision Application currently being approved for Waikura Trust by WDC.

Thank you

██████████

Please call ██████████ any time to arrange a meeting between our Trust Board Members and you - ██████████ - so that these important issues can be resolved, and the integrity of WDC restored.

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On Thu, Jul 1, 2021 at 2:54 PM [REDACTED] wrote:

Hi [REDACTED]

Thank you for your emails last week in which you raised concerns with the subdivision consent that Council recently carried out at 21 Ohoka Road and regarding Council inconsistently applying the administration of esplanade reserves. I am aware that you have also contacted the Mayor and we hope this will serve as a reply for both requests. I have asked staff to respond to the questions that you have raised and can answer as follows:

### **Consent Process – 21 Ohoka Road**

Because the consent process involved Council land and originally was considered to be a non-complying activity the Council delegated decision making on this consent to an independent planning commissioner and had an external planner make a recommendation on the application to that commissioner.

### **District Plan Rules Assessment**

With regard to the rules that are quoted in your email, Rules [32.1.1.40](#), [32.1.1.41](#) and [32.1.1.92](#) all apply within the West Kaiapoi Outline Development Plan (ODP) area. This area is the area shown within the Green dotted outline on ODP Map 164 A attached to this email. The subdivision that you are referring to is outside of the West Kaiapoi Outline Development Plan area, and so the rules do not apply. The external planning officer assessed the consent application for 21 Ohoka Road as a discretionary activity (the subdivision and land use consent were bundled). The relevant rules for the proposal were outlined in the external planning officer's report (attached) as follows:

<a href="#">27.1.1.15</a>	<p>Within any localised flooding area identified on the District Plan Maps, other than within the Residential 6 and 6A Zones and Pegasus Rural Zone, the construction of any structure, shall be limited to:</p> <ul style="list-style-type: none"> <li>a. any fence, stock yard, or water tank and its associated reticulation systems;</li> <li>b. structures required for the maintenance and upgrading of any electrical and associated telecommunication facilities; or</li> <li>c. any structure that is less than 2m in height.</li> </ul>	Any new dwelling constructed on Lot 1 – Does not comply.
27.3.1	Any building used in whole or part for residential purposes which does not comply with Rule <a href="#">27.1.1.15</a> (construction of any structure in a localised flooding area) is a discretionary activity.	<b>Discretionary</b>
27.2.1	Subdivision of land within a localised flooding area.	11 Ohoka Road (RS41470) is located within a localised flooding area - <b>Restricted Discretionary</b>

<u>30.6.1.19</u>	The maximum number, spacing and width of vehicle crossings for all roads, other than State Highways where the posted speed limit is 70km/hr or greater, shall comply with Table 30.4.	Complies
<u>30.6.1.24</u>	Vehicle crossings on arterial, strategic and collector roads shall have minimum unobstructed sight distances that comply with Table 30.5 and there shall be no obstruction to visibility inside the area bounded by the sight lines as depicted in Figure 30.4.	Complies
<u>31.17.2.1</u>	Minimum separation distances between any application of liquid farm effluent onto land and any dwellinghouse, the Mapleham Rural 4B Zone boundary, or Residential Zone boundary, is exempt from complying with Table 31.5 where the application of liquid farm effluent, identified within the Council's 'Liquid Farm Effluent Spreading' database, occurs at a frequency of two or less times per annum, over the site, for a period not exceeding 4 days in total.	Exemption applies – spreading occurs at a frequency of two or less times per annum, over the site, for a period not exceeding 4 days in total
<u>32.1.1.1</u>	Lots 1 and 2 shall comply with Table 32.1 - minimum area and dimension.	Complies
33.1.1	Except where provided by Rules 33.1.2, 33.1.5 and 33.1.6 an esplanade reserve or esplanade strip shall be created or set aside for any allotment which is created on subdivision regardless of the size of the allotment created where any part of the land to be subdivided in any zone:  a. adjoins or is crossed by a river listed in Table 33.1; or  b. adjoins the coastal marine area boundary.	Silverstream listed in Table 33.1. Esplanade provided. Complies
33.1.4	Except where provided by Rule 33.1.6, the minimum width of an esplanade reserve .... required under Rule 33.1.1 shall be 20m.	Complies
Activity status	Subdivision – Restricted discretionary  Land use – Discretionary	

The decision of the external commissioner was to adopt the external planning officer's assessment and to approve the subdivision. The subdivision proposes two lots that comply with the minimum 4 hectare lot size in the Rural Zone and provides for an esplanade reserve.

### **Effluent Spreading Setback**

It is noted that Council's effluent spreading database shows effluent spreading having occurred on your site at 108 Butchers Road. This was identified in the assessment of environmental effects within the application and addressed in the planning officer's s42A report. An extract of this assessment is included below:

*8.1.10 The site is indicated on the Council's effluent spreading database as being impacted on by effluent spreading undertaken on a site to the south. However, Council records of communication with the spreader indicate that spreading no longer occurs. Therefore, there is some doubt about the relevance of the effluent spreading, and in my opinion, it is reasonable to adopt the lowest threshold provided for in the District Plan rules, being the exemption provided under Rule 31.17.2.1. In that case no land use consent is required to locate a dwelling within the specified setback. I therefore consider the outcomes sought by the relevant Objective and Policies will be achieved.*

This assessment was adopted by the independent commissioner. Please note that in the E-Plan version of the District Plan on the Council website the exemption referred to is numbered 31.19.2.1.

With regard to your neighbours subdivision; it is likely that as the spreading exists on the Council database, that Council staff would give pre-application advice to suggest that this matter would need to be considered in any potential subdivision application. This advice does not necessarily mean that an affected persons consent will be required.

### **Other Subdivisions that have not taken Esplanade Reserves**

Council staff are not aware of the specific subdivision that you mention in Butchers Road that has not had an Esplanade taken, but will be able to advise further if you could specify the property address of that subdivision.

I trust that this email answers your query.

Kind regards

████████████████████  
**Waimakariri District Council**  
**Phone: 0800 965 468 (0800 WMK GOV)**



**From:** [REDACTED] <[REDACTED]>  
**Sent:** Sunday, 27 June 2021 10:13 AM  
**To:** [REDACTED] <[REDACTED]>; [REDACTED] <[REDACTED]>  
**Subject:** Re: Concern regarding inconsistent application of WDC rules.

[THIS EMAIL IS FROM AN EXTERNAL SOURCE] DO NOT CLICK links or attachments unless you rec

Hi. Is there any progress yet regarding this matter yet?

[REDACTED]

On Tue, Jun 22, 2021 at 6:12 PM [REDACTED] <[REDACTED]> wrote:

Hi [REDACTED],

Thanks for the update

[REDACTED]

---

On Tue, Jun 22, 2021 at 12:42 PM [REDACTED] <[REDACTED]> wrote:

Hi [REDACTED]

Just touching base on your email below. Unfortunately I have not had time yet to discuss this with [REDACTED] personally, however given [REDACTED] new role to our Council I am seeking advice and information on your matter to help him gain an understanding of the matter you have raised below.

We hope to contact you further on this toward the end of this week at this stage.

We thank you for your patience with us.

Kindest regards

[REDACTED] | [REDACTED]  
**Management**  
**Phone: 0800 965 468 (0800 WMK GOV)**  
**Mobile: [REDACTED]**



**From:** [REDACTED] <[REDACTED]>  
**Sent:** Saturday, 19 June 2021 10:39 PM  
**To:** [REDACTED] <[REDACTED]>  
**Subject:** Re: Concern regarding inconsistent application of WDC rules.

In addition, this information from the WDC District Plan states that only land adjoining a river can be taken for Esplanade reserve or strip during a subdivision application.

v. Esplanade Provision: — in the case of the subdivision of land adjoining the Coastal Marine Area and rivers specified in Rule 33.1.1, and any other river under Rule 33.1.2, whether an esplanade reserve or strip should be provided and the matters to be included in the esplanade strip instrument.

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On Thu, Jun 17, 2021 at 8:54 PM [REDACTED] <[REDACTED]> wrote:

Hi [REDACTED],

You will be well aware of our unfair treatment regarding application for subdivision consent. When we first started the process in 2019 we were told by WDC, confirmed with a letter from [REDACTED] that we would only be required to sacrifice an Esplanade Strip, which was to be used only by WDC staff.

Now we are told that an Esplanade Reserve, accessible by the public, would be demanded. That totally puts the safety and security of our farming venture, ourselves, our stock, and our equipment, at risk from criminals.

Criminals, including Gangs, are active in this area and we have already been burgled once from the road frontage boundary. A river boundary with no lighting or visibility from passing motorists at night is an open invitation to criminals.

Our lawyer has asked me to clarify with you [REDACTED] how you can demand an esplanade reserve when it is not on the part of the property we seek to subdivide off. In his opinion a Reserve Contribution would be more appropriate.

The part of our property you seek for Esplanade Reserve will remain on the original title, and thus remain in our sole ownership.

A close neighbour on Butchers Road has sought subdivision consent, he has a river boundary, and you are not forcing him to give you an Esplanade Reserve there. Why does WDC not apply their own rules consistently?

If you still believe you have the right to be inconsistent please quote the legislation which supports your opinion so our lawyer can review it.

We await your response [REDACTED]

Regards

[REDACTED]

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**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** RES-09 / 210923153767

**REPORT TO:** COUNCIL MEETING

**DATE OF MEETING:** 5 October 2021

**AUTHOR(S):** Chris Brown, Manager Community and Recreation

**SUBJECT:** Maintenance of Pou at Entrance to Pegasus Town

**ENDORSED 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 to undertake work in refurbishing and restoring the six pou situated at the entrance to Pegasus township along with other pou at the pā site near Pegasus Golf Course. Should this be approved, staff will work with the original Master Carvers, Fayne Robinson and Riki Manuel and the owners of Pegasus Golf Club on this restoration project.
- 1.2. Staff have been approached on numerous occasions, by residents and elected members and asked if Council could investigate the restoration on the pou at the townships entrance.
- 1.3. The six pou – Te Tumu Herenga Waka, He Tētē Kura, Tiki, Te Toki a Raureka, Tuna Heke, and Mere, all sit on land currently owned by Pegasus Golf Club, and were gifted to Pegasus by Te Runanga o Kaikoura on behalf of Ngati Kuri. The pou were carved from wind-felled totara trees and represent the cultural heritage of North Canterbury and many of the environmental values on which Pegasus township is built.
- 1.4. Since their unveiling in 2008, the pou – once beautifully painted and standing proud at the town's entrance – have now faded and are in need of maintenance to restore their mana.
- 1.5. Staff originally made contact with the local Te Ngai Tūāhuriri Runanga to engage and seek advice on how we approach this, ensuring all cultural sensitivities are followed. After some effort, staff have made contact with the Master Carver and have received a quote (Attachment i) for this restoration work.
- 1.6. The restoration of the six entranceway pou would cost \$8,000.00 and includes: inspection, waterblasting, minor repairs as needed, undercoat, sealing and surface painting and UV protection coating. The quote for the pou at the pā site located near the golf club is \$1,600 and includes cleaning, painting and UV protection. The total for the both restoration works is quoted at \$9,600. It is important to note that the quote does not provide for scaffolding or lifting equip (scissor lift or similar), or traffic management if required. This report therefor seeks an additional budget of \$20,000.

**Attachments:**

- i. Quote from Tribal Pataka Management (210923153554)
- ii. Email from Shona Powell WSCB (210923153566)

## 2. **RECOMMENDATION**

**THAT** the Council:

- (a) **Receives** report No. 210923153767
- (b) **Notes** the quoted cost for restoration of the six pou at Pegasus town entrance and others at the pā site boundary as \$9,600.00.
- (c) **Approves** additional budget allocation of \$20,000 for the Pegasus pou restoration project.
- (d) **Notes** that should this be approved, staff will work with Tribal Pataka Management (Fayne Robinson, Riki Manuel) to complete this restoration project.
- (e) **Notes** that staff will contact the current land owners to engage and collaborate with for the restoration of the pou.
- (f) **Notes** that staff will engage with the current land owners to develop a legal agreement between Council and the Golf Club for the provision of maintenance and preservation of this area of land and the pou.
- (g) **Notes** that staff will advise the Council of any progress, project dates etc.
- (h) **Circulates** this report to the Mahi Tahī Committee.

## 3. **BACKGROUND**

- 3.1 There are six pou – Te Tumu Herenga Waka, He Tētē Kura, Tiki, Te Toki a Raureka, Tuna Heke and Mere, which stand majestically at the entrance to Pegasus township. These pou were carved from wind-felled totara trees that once grew in Okiwi Valley near Kaikoura and were gifted to Pegasus by Te Runanga o Kaikoura on behalf of Ngati Kuri. It took carvers Fayne Robinson, Riki Manuel and Carl Tauwhare, eight months to carve the pou, representing the cultural heritage of North Canterbury and many of the environmental values on which Pegasus township is built. The pou were unveiled and blessed at a dawn ceremony in 2008.
- 3.2. After a bit more than a decade, the pou – once beautifully painted and standing proud at the town’s entrance – are now looking very faded and are in need of maintenance. This has resulted in residents and elected members reaching out to Council to have the pou restored to their original glory.
- 3.3. There are further pou ‘Kaikai-a-warō’ at the pā site within Pegasus town area (near the Golf Club). These pou signify the tekoteko (boundary) and ngutu (entry) to the pā originally on the Pegasus land. The cultural significance of this rohe (area) is important to the town and outlying areas.

## 4. **ISSUES AND OPTIONS**

- 4.1. As a major feature to North Canterbury’s newest town and of substantial cultural significance, the repair and restoration of the Pegasus pou is of great importance to the kainga (town/village), the Runanga and the wider Waimakariri District.
- 4.2. It needs to be noted that the six pou at the entrance to Pegasus town, are not on Council-owned land, but rather land that is currently owned by the Pegasus Golf Club. There is

currently no agreement between the Pegasus Golf Club and Council for the maintenance and preservation of the entryway to the township.

- 4.3. Staff have identified three options which are available to Council regarding the pou as discussed below.
- 4.4. Option1 – Do nothing. This would see no restoration work undertaken on the pou. This will equate to the pou deteriorating further, and possibly to a state of becoming a Health and Safety issue. This will not address the public feedback regarding the pou and further more will equate to the pou deteriorating further. While they are located on private land, there is a public perception that as an entrance feature to Pegasus they are public assets and thus should be maintained by WDC. Failure to do so reflects poorly on our Council. It is also possible that over time this could lead to a health and safety issue as the timber continues to deteriorate.
- 4.5. Option 2 – Carry out restoration work to the six pou at the entrance to Pegasus township only. Although this would enhance and improve the town's entrance, the cultural significance of leaving the Kaikai-a-warō pou, could be detrimental as these pou would continue to deteriorate and possibly become health and safety issues as the timber continues to decline. To leave the restoration of Kaikai-a-warō and engage the Master Carvers at a later date could increase the cost of the project significantly.
- 4.6. Option 3 – Full restoration to pou at both sites – entry to Pegasus town and Kaikai-a-warō pou. This would be the preferred option. The restoration of the pou would enhance the town's entrance whilst providing residents with a positive outcome to their request. It would be more cost effective to have the restoration project include all pou at this time.

#### **Implications for Community Wellbeing**

There are implications on community wellbeing by the issues and options that are the subject matter of this report. The current appearance of the pou has a negative impact on the aesthetics of both entrances. Furthermore, their unmaintained state is disrespectful to the mana whena and local culture represented within these carvings. As mentioned above, should they be left, this could also have a negative impact due to potential health and safety risks for the immediate vicinity, including cyclists and pedestrians that may use this area.

Staff believe that the proposed refurbishment of the Pegasus pou will benefit the community within which it is located and transient visitors passing through Pegasus/Woodend. The majestic nature of the pou at the town's entrance provides a strong cultural aspect and identity of this area.

Staff do not foresee any negative implications on the community apart from (perhaps) a short period when/if the pou need to be removed for the restoration work to be undertaken.

- 4.7. The Management Team have reviewed this report and support the recommendations.

## **5. COMMUNITY VIEWS**

### **5.1. Mana whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report. Ngai Tūāhuriri Runanga have indicated their support for this project but are unable to assist further.

### **5.2. Groups and Organisations**

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. Staff have engaged with members of the Woodend Sefton

Community Board who have asked, on behalf of residents, for this project to be initiated and/or investigated.

Staff have engaged with Pegasus Golf Club to gain their views and position on the pou, as the landowners. Staff will advise the outcome once provided.

Staff initially contacted the Runanga to inquire of their interest and input to the restoration and although important to them, they were not in a position to assist financially. The Runanga have provided the contacts for the Master Carvers.

### 5.3. **Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. No consultation has been undertaken with the wider community as their views have been expressed through the elected representatives who have raised this issue. Staff believe that the maintenance of these pou will have positive impacts on the community and cannot identify any negative impacts. Staff believe that wider consultation with the community is therefore not necessary. Should this work not be approved, it is likely that some form of information/notification would need to be provided to the community as this is an issue that has been raised by local residents.

## 6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

### 6.1. **Financial Implications**

- 6.1.1. There are financial implications of the decisions sought by this report.
- 6.1.2. A quote of \$9,600 has been received. As this project is less than \$20,000 and the work is best to be undertaken by the master carvers who created the works, only one price has been sought for this work. This is in alignment with Councils Procurement Policy and Staff believe that the quote received is a fair and realistic price for the work required.
- 6.1.3. This report recommends council approves additional budget of \$20k, this budget includes the work quoted by Tribal Pataka Management, including a \$5,000 sum for provisional traffic management and a contingency of \$5,000. The contingency is relatively large at this stage due to the uncertainty surrounding the need for at heights assistance and any other relevant health and safety requirements.
- 6.1.4. There is currently no funding or budgeting specifically allocated for this project therefore we seek approval from Council to fund this restoration.
- 6.1.5. This budget has been established for the purpose of being able to add betterment when replacing items beyond like for like and meet current reserve standards. This means we are more likely to meet community expectations and where required can update to meet new compliance standards. This budget also helps address expectations around health and safety, CPTED and accessibility.

### 6.2. **Risk Management**

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

- 6.2.1. There is a risk that should the pou not be restored, expectations from local residents may not be met.
- 6.2.2. There is a small risk that the Pegasus Golf Club refuse Council permission to undertake this mahi (work). While staff believe that this is very unlikely, this could cause tension if the approval of this project by the Board raised expectations which were then not met. Staff have spoken with the golf club and have verbal indications that they are supportive of the project.

6.2.3. There is a safety risk as the pou are situated adjacent to SH1. If the pou need to be removed/dismantled a traffic management plan will need to be implemented however, this is not yet known. Currently \$5,000 has been identified as a provisional sum for traffic management.

### 6.3. **Health and Safety**

6.3.1. There are health and safety risks arising from the adoption/implementation of the recommendations in this report because this would lead to work being undertaken within a publically accessible reserve. If approved, the health and safety of any contractor would be managed by the Waimakariri District Council and would require contractors to be SiteWise approved and to submit appropriate health and safety plans (Site Specific Safety Plan - SSSP) along with any required Traffic Management Plans for review by the project manager prior to construction beginning on site.

### 6.4. **Sustainability**

6.4.1. Maintenance carried out now on the pou would be a much smaller cost both financially and environmentally than having to replace these in the future. If the pou were left and needed replacing, acquiring suitable native timber (in this case Totara) would prove extremely difficult. The restoration would also contribute to the wellbeing of residents and the ability of future generations to access their whakapapa and turangawaiwai. These pou are a part of that ability and their presence and mana speak strongly of the history of this rohe and keep it alive and visible to visitors and residents alike, whilst at the same time indicating a strong relationship between Runanga and Council.

## 7. **CONTEXT**

### 7.1. **Consistency with Policy**

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

### 7.2. **Authorising Legislation**

Reserves Management Act

### 7.3. **Consistency with Community Outcomes**

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

Public spaces and facilities are plentiful, accessible and high quality, and reflect cultural identity

- There is a wide variety of public places and spaces to meet people's needs
- Public spaces express the unique visual identity of our District

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

- Mana whenua are acknowledged and respected
- All cultures are acknowledged, respected and welcomed in the District
- Heritage buildings and sites are protected and the cultural heritage link with our past is preserved
- Public places and spaces provide opportunities for cultural expression and integrated arts

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
- Maori cultural identity, values and aspirations are reflected in built and natural environments

The distinctive character of our takiwā – towns, villages and rural areas is maintained, developed and celebrated

- Public spaces reflect the distinct narratives, character and cultural identity of our takiwā

#### 7.4. **Authorising Delegations**

The Council have the delegation to approve the implementation of this restoration project.

Tribal Pataka Management  
 PO Box 106  
**Woodend,**  
 North Canterbury, 7641  
 GST 29-.-856-.-583

30 June 2021

**QUOTATION No. 2102**

**WAIMAKARIRI DISTRICT COUNCIL  
 RANGIORA**

**Attention:** J TYLER

By email: juli.tyler@wmk.govt.nz

**RE: PEGASUS TOWNSHIP ENTRANCE POU MAINTENANCE - PAINTING  
 'KAIKAI-A-WARO' PEGASUS PĀ SITE (near Golf Club) - PAINTING**

TO: Inspection of six pou at the entrance to Pegasus Township, waterblasting to clean, minor repairs to cracks as needed, undercoat, sealing and surface painting, and all sundry attendances to refresh and revitalize the appearance of the pou in the same style, colours etc as per the 2008 installation. UV protection coating added for further durability.  
 3 days x 4 pou - 12 days @ \$400 per day  
 4 days x 2 larger pou - 8 days @ \$400 per day

TO: Inspection of the pā site boundary tekoteko and the ngutu (entranceway) to the pā site, clean and repaint, UV protection coating added for further durability.  
 4 days for the site 4 days @ \$400 per day

This quotation includes: communications, site visits, consummables such as grinding disks, sandpapers, brushes and the like.

TO: 24 days @ \$400 per day	\$ 9,600.00
TO: Goods & Services Tax @ 15%	\$ <u>1,440.00</u>

TOTAL: QUOTATION	<b><u>\$11,040.00</u></b>
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**THIS QUOTATION** is valid until 30 September 2021.

**NOTES:**

Warmer weather is needed to carry out this job. Spring or Summer is the right time of the year for outdoor painting jobs of this magnitude, therefore a start time after September is recommended.

**EXEMPTIONS:**

This quotation does NOT include:

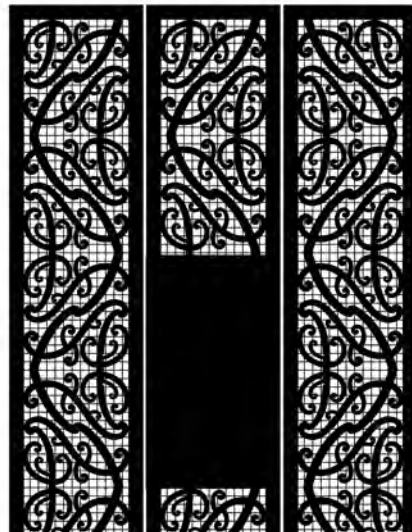
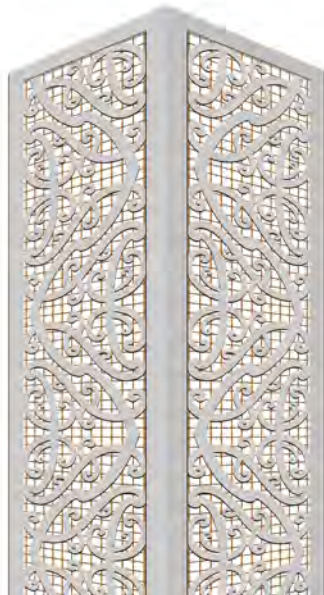


Scaffolding, any erection, dismantling or hireage costs associated with scaffolding or any lifting equipment as needed to complete the job (which can be ascertained on detailed inspection once a contract is assigned).

Paints, sealants, thinners, UV protection product, wood fillers as needed.

This quotation is submitted on the basis that the job required is a “refresh, repaint” and does NOT include major repair work if needed (significant crack filling and the like). Detailed inspection and wood probing is needed to identify whether there is any significant deterioration (rot) of the sculptures or excessive cracking that has occurred over time, and it is highly recommended that repairs are made in the event that such deterioration is found to protect the sculptures for the future.

**C E Fayne Robinson**  
**30 June 2021**



**From:** Shona Powell <[shona.powell@wmk.govt.nz](mailto:shona.powell@wmk.govt.nz)>  
**Sent:** Wednesday, 9 September 2020 11:10 AM  
**To:** Chris Brown <[chris.brown@wmk.govt.nz](mailto:chris.brown@wmk.govt.nz)>  
**Cc:** Kay Rabe <[kay.rabe@wmk.govt.nz](mailto:kay.rabe@wmk.govt.nz)>  
**Subject:** Pegasus Pou

Hi Chris

A Pegasus resident has asked me about maintenance of the Pou at the entrance to Pegasus. They sit on Pegasus Golf course land but were gifted to Pegasus by Te Runanga o Kaikoura on behalf of Ngati Kuri.

The resident concerned believes they should be repainted or stained as some of them have faded quite a bit from the original. I have attached photos of them as they are now and the photo in the e-mail shows them when they were unveiled. I have also included a little bit of the history of them.

So, my questions are:

1. I'm unsure around the cultural aspects of maintaining them, including if they are meant to be left to weather naturally.
2. Where the responsibility lies, including if there was any understanding reached when they were gifted about ongoing maintenance and the responsibility for that?

I had sent this through as a service request late last week because I was unsure about the responsibility but the answer I got back was they weren't Council responsibility.

I happened to be speaking to Jim Palmer yesterday when the resident with the concern came along and she asked about the Pou. Jim suggested you would be a good place to start. So here it is for you.

Thanks

Shona

**Shona Powell**  
**Chair**  
**Woodend-Sefton Community Board**

THE PRESS

## Maori carvings at Pegasus blessed

9 Jun 2008 Robyn Bristow Rangiora

Six carved wooden posts (pou) symbolising the cultural heritage of North Canterbury's new Pegasus Town were blessed at a dawn ceremony on Saturday.

The pou, which form the gateway to the town, were carved from wind-felled totara from the Okiwi Valley just north of Kaikoura, gifted by Te Runanga o Kaikoura on behalf of Ngati Kuri.

It took carvers Fayne Robinson, Riki Manuel and Caine Tauwhare eight months to carve them.

Pegasus Town managing director Bob Robertson said the pou represented many of the environmental values on which the town

was being built, and the blessing was a tribute to the area's past.

Local iwi, neighbours, members of the project team and community groups took part in the ceremony.

Before construction of the town began in 2006, the Pegasus site was identified as having rich historical significance, which led to a major archeological survey in conjunction with local Maori.

A significant number of Maori artefacts have been uncovered during construction, including an ancient pou believed to have been part of Kaiapoi Pa's palisade defences, which were breached by fire in the 1830s.



**Pegasus pou: iwi representatives John Crofts and Rick Tau bless six pou or carvings at the entrance to new North Canterbury town Pegasus.**  
Photo: John McCombe

Other items discovered include pounamu, adzes and the remnants of a waka, all of which are believed to be associated with an earlier pa site that pre-dates Ka-

iapoi pa and the arrival of Ngai Tahu in the South Island.

The artefacts will be housed in a whare taonga (cultural centre), near where they were found, between future housing and the Mapleham golf course.

It is hoped the Canterbury Museum will return artefacts found in archaeological digs in the late 1960s and 1970s for display alongside the Pegasus artefacts.

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**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** 210901140170 / TRIM Number

**REPORT TO:** Council

**DATE OF MEETING:** 5 October 2021

**AUTHOR(S):** Vanessa Thompson, Business & Centres Advisor

**SUBJECT:** District Parking Strategy draft approval to publicly consult

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

  
\_\_\_\_\_  
Department Manager

  
\_\_\_\_\_  
Chief Executive

**1. SUMMARY**

- 1.1 This report seeks feedback from Council on the draft District Parking Strategy and approval to undertake a one month public consultation period from 18 October to 14 November 2021. On approval to consult the draft Strategy will be updated to reflect Councillor feedback before being released for public consideration.
- 1.2 The District Parking Strategy has been largely developed as a result of changes to the National Policy Statement on Urban Development, which will remove the minimum parking standards from the District Plans of tier 1, 2 and 3 local authorities, and a recommendation from Waka Kotahi (New Zealand Transport Agency) that local authorities develop an overarching parking strategy to manage the impact of these changes.
- 1.3 The draft Strategy aims to provide a framework which guides our efforts and decision making in managing all parking related matters within the Waimakariri district. It includes 18 policy response areas designed to respond to key parking issues.
- 1.4 The draft Strategy currently reflects feedback from the Community Boards as well as key units across Council and Ableys Transportation Consultants.
- 1.5 On completion of the consultation period, the draft Strategy will be updated to reflect community commentary (where practicable) and then a final version will be presented to Council for adoption on 7 December 2021, along with a report detailing consultation feedback.

**Attachments:**

- i. District Parking Strategy draft - 210921151708
- ii. Public consultation document - 210921151750
- iii. Consultation communications plan - 210921151672

**2. RECOMMENDATION**

**THAT** the Council:

- (a) **Receives** report no. 210901140170;
- (b) **Notes** the draft District Parking Strategy at attachment (i);

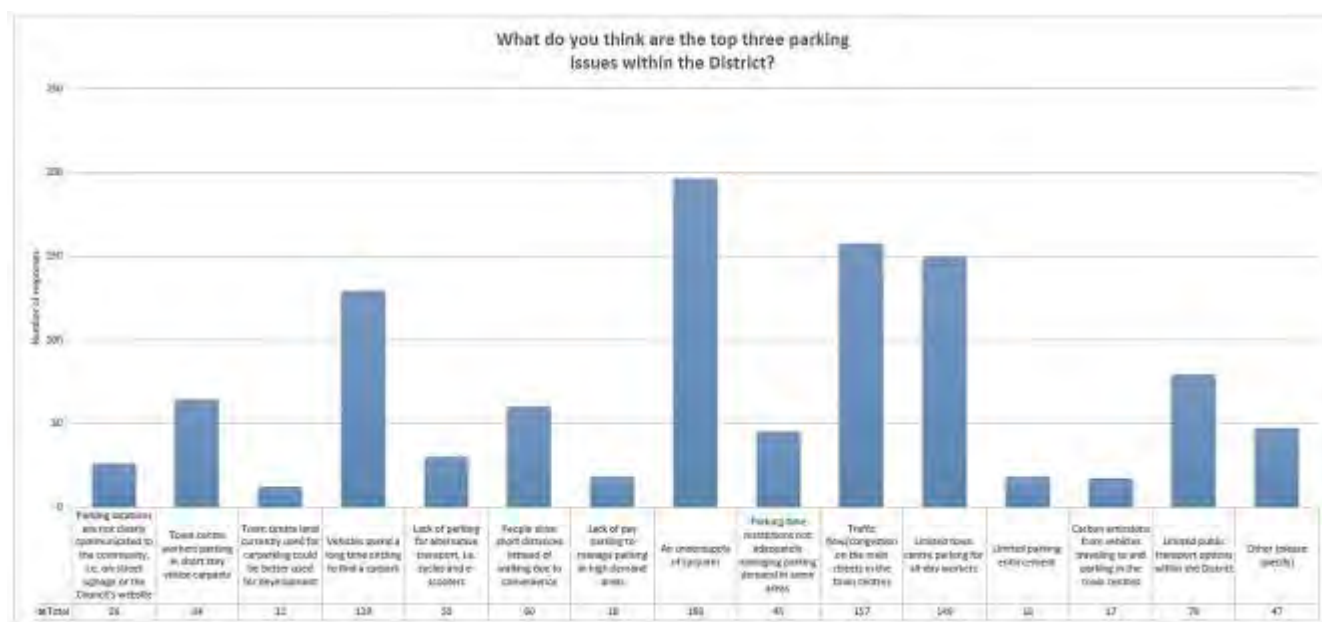
- (c) **Notes** the proposed public consultation timeframe from 18 October to 14 November 2021 (a period of four weeks);
- (d) **Notes** the draft Strategy reflects feedback (where appropriate and practicable) from the Community Boards as well as Ableys Transportation Consultants;
- (e) **Notes** the public consultation document (attachment ii) and the proposed engagement process outlined in the consultation communications plan (attachment iii);
- (f) **Notes** that following public consultation, the draft Strategy will be updated to reflect community feedback before a final version is brought back to the Council for adoption on 7 December 2021, along with a report detailing consultation feedback;
- (g) **Notes** that disability parking provision will be further addressed as part of the Accessibility Strategy Review in 2022;
- (h) **Approves** the draft Strategy (attachment i) for public consultation once it has been updated to reflect Councillor feedback (where applicable).

### 3. **BACKGROUND**

- 3.1 Work on the draft District Parking Strategy was largely prompted by recent changes to the National Policy Statement for Urban Development (NPS-UD) which removes the minimum parking standards for new developments from operative district plans. Waka Kotahi have recommended that Councils look at creating parking strategies to help them deal with these changes alongside any strategies they implement to manage parking effectively and efficiently within their respective locations.
- 3.2 In February 2021, a staff working group was established to contribute to the development of the draft District Parking Strategy. The working group was made up of Council staff from the Business and Centres, Roading, Development Planning, Policy, Project Delivery Unit, Environmental Services and the Planning Implementation Units. On 5 March the working group met to identify some key parking issues within the district, with the aim of informing any policies that might be included within the draft Strategy. Parking issues identified by staff have been included in the Key Issue section of the draft Strategy.
- 3.3 At an 11 May briefing to Council about the draft Strategy's development, Council asked staff to undertake pre-engagement with the community around perceived parking issues so this information could also be reflected in the draft Strategy.
- 3.4 Staff completed a short public car parking survey in June, which aimed to gather community perceptions about parking with a particular focus on key parking issues as defined from the community's perspective. The online 'Let's Talk Parking' survey ran from 6<sup>th</sup> June to 5<sup>th</sup> July. It logged a total of 904 visits to the site, and 614 'Informed Visitors' defined as people who visited the site and navigated their way through information on the project page. A total of 400 people went on to complete the survey, which asked six questions:
- What do you think are the top three parking issues within the District?
  - What are your thoughts about the Council investing into additional parking supply for the District?
  - Are you using existing park-n-ride facilities in the District?
  - If you are an owner of a mobility scooter, e-scooter or bicycle, have you had any issues with parking in any of the town centres?

- What are your thoughts about potentially introducing paid parking (user pays) to better manage parking demand, vehicle turnover and help fund an increased parking supply?
- Do you have any other comments about parking?

3.1. The following graph highlights how respondents ranked the top parking issues within the District.



- 3.1. The community's top issues were an undersupply of car parks (196 participants), followed by traffic congestion on the main streets of the Town Centres (157 participants). The third highest ranked issue was limited Town Centre parking for all-day workers (149 participants), followed by the issue of vehicles spending a long time circulating to find a park (129 participants) in fourth place. Holistically, two of these issues relate to parking supply, and two to congestion in certain areas.
- 3.2. A high level assessment of the question asking participants for their thoughts on further Council investment into parking showed around 81% of people in favour of this (19% were not in favour). In terms of the introduction of paid parking, only 34% of respondents were open to this, with 66% (two thirds) opposing the idea.
- 3.3. The draft Strategy was developed by the Business and Centres Unit between May to July 2021, and then refined with support from the Roading and Policy teams. It has been influenced by Waka Kotahi's 'National Parking Management Guidance' document which seeks to provide direction on best-practise management of public parking throughout New Zealand, and both Christchurch and Auckland's current parking management documentation. It has also been informed by staff identification of wider district parking issues, 2020 parking survey data for Rangiora and Kaiapoi, and 2021 survey data identifying key parking issues based on community perceptions.

## 4. **ISSUES AND OPTIONS**

### **Consultation and Communications**

- 4.1. On approval to consult, public consultation on the draft Strategy will commence on Monday 18 October and close on Sunday 14 November (a period of four weeks).
- 4.2. The Proposed District Plan is currently out for public consultation from 18 September until Friday 26 November. The consultation period for the Draft District Parking Strategy crosses over a portion of the Proposed District Plan consultation. However, staff and the Management Team are happy to proceed as planned noting that it's important to have an adopted District Parking Strategy operational by the end of 2021 to inform public parking provision since minimum parking requirements must be removed from the Operative District Plan by February 2022. Furthermore, it may be helpful to run the Draft District Parking Strategy across October and November as it evidences Council's response to perceived current and future parking issues in the absence of minimum parking requirements in the Proposed District Plan.
- 4.3. The Draft District Parking Strategy and Proposed District Plan are likely to attract different audiences so the communication strategy for each is targeted appropriately. The likelihood of consultation fatigue may be minimised as a result of this targeted approach, particularly as the Draft District Parking Strategy consultation has a strong focus on key community groups rather than the general public.
- 4.4. A range of communication channels and tactics will be used to support strong visibility of the consultation process.
  - A presence on our 'Let's Talk' consultation webpage utilising the 'Bang the Table' engagement platform
  - Let's Talk flyer and draft Strategy available at Council Service Centres and Libraries
  - Adverts on the digital screens in reception
  - Articles in the Community noticeboards
  - Newspaper advertising
  - Social media advertising and engagement
  - Compass FM – On Air Chat
  - Targeted engagement with businesses, community and special interest groups.
- 4.5. Following the consultation period, staff will review the feedback looking for key themes and relevant comments and compile this information into a summary report plus update parts of the draft Strategy as appropriate. The intention is to present the final version of the District Parking Strategy to Council on 7 December for adoption (including a summary of the consultation feedback as an attachment).

### **District Parking Strategy Summary**

- 4.6. The general purpose of the draft District Parking Strategy (attachment i) is to:
  - Outline a range of parking policies that guide our actions and help us respond to and manage parking more effectively and efficiently.
  - Provide guidance about where and when it may be appropriate to supply additional parking.
  - Address key parking issues within the district.
  - Demonstrate to the public how public parking is to be managed.



- 4.7. The scope of the document covers Council owned or managed parking (on or off street) on public or private land and does not materially address private parking owned by individuals or businesses.
- 4.8. Key draft Strategy objectives include:
1. **Parking is managed efficiently and effectively.**  
We must allocate the right controls at the right time to ensure all Council owned and managed parking is fully maximised to best serve the community. We should be looking to provide additional parking stock only when/where it is most needed after we have applied all available parking restrictions and resources at our disposal to better manage demand.
  2. **Parking occupancy is maintained at desired levels.**  
The desired occupancy rate in our town centre environments is 85% (standard best practice) for the optimal use of parking space to ensure business land dedicated to parking is not being underutilised and there is a sufficient supply of available parking for those that want it.
  3. **Alternative transport mode infrastructure is prioritised.**  
One way we can help support transport emission targets is by providing and incentivising alternative and active transport mode parking infrastructure within our town centres and activity areas. While the district will likely continue to accommodate motorised transport of some kind due to its rural nature, we should be helping to facilitate a move to other transport modes in those areas of the community where we can, and be looking to actively support community members who choose to adopt new technologies and public transport by providing access to appropriate parking infrastructure.
  4. **Good urban design is achieved.**  
Our residents and visitors enjoy the unique character of our town centres so it is important to retain the look and feel of them while still providing all the contemporary amenity that people have come to expect and enjoy in these locations. We should be looking to ensure that town centre parking integrates with its surroundings so these environments retain their charm and appeal for people.
  5. **Parking management and provision is cost effective.**  
The ongoing cost of managing and supplying parking is expensive, expanding parking supply is even more so. We must carefully assess community need and expectations against all available parking response options to determine the best return on ratepayer investment.
  6. **The road is safe for all users.**  
The safety of all road users must always be at the forefront of any parking interventions or controls that we implement.
  7. **Economic development is supported.**  
We need to ensure that public parking and alternative transport mode opportunities and options support relative ease of access to our town centres and other activity areas so that these continue to thrive and support the ongoing economic growth of our district.
- 4.9. A comprehensive list of key parking issues can be found on pages eight to ten of the draft Parking Strategy, which cover parking supply and demand, kerb space management, transport emission and ratepayer perceptions of district parking opportunities.

4.10. The draft Strategy outlines 18 policy responses which aim to respond to some of the key parking issues. These are:

- **Policy 1** – Road prioritisation table
- **Policy 2** – Parking supply management
- **Policy 3** – Repurposing existing parking
- **Policy 4** - Divestment of off-street parking land
- **Policy 5** – Parking intervention triggers
- **Policy 6** – Parking restrictions
- **Policy 7** – Priced parking and its application
- **Policy 8** – Parking demand in non-town centre employment or retail/business locations
- **Policy 9** - Parking demand in non-centre event, sports or cultural locations
- **Policy 10** - Parking demand in park 'n' ride locations
- **Policy 11** - All day parking
- **Policy 12** – Parking buildings
- **Policy 13** – Parking on berms, verges or footpaths
- **Policy 14** – Parking on strategic or arterial Roads
- **Policy 15** - Parking performance monitoring
- **Policy 16** - Parking enforcement
- **Policy 17** - Parking awareness
- **Policy 18** – Parking management plans

4.11. The policies cover:

- **Policy 1** looks at on street parking and determines what uses should be prioritised in the town centre (commercial or key activity area), residential, industrial and rural areas.
- **Policies 2-4** primarily address parking supply across the district.
- **Policies 5 and 6** look at the application of parking restrictions and the situations under which parking interventions and controls might need to be implemented.
- **Policy 7** summarises how Council would manage priced parking should it be implemented sometime in the future. Currently public parking within the Waimakariri district is free.
- **Policies 8 – 14** outline a range of parking actions or principles for specific parking demand and scenarios across the district that require a bespoke, rather than generalised, response.
- **Policy 15** shows how Council will monitor and measure the ongoing performance of the existing parking network through regular surveying to support future strategic decision making about parking.
- **Policies 16 and 17** relate to public awareness of parking through enforcement measures and greater visibility around parking with better signage in our town centres.
- **Policy 18** proposes the creation of parking management plans that align with the draft parking strategy and provide a course of action as to how parking issues will be specifically managed in locations like our town centres.

4.12. The draft Strategy does include a high level work programme to support its implementation. Key actions to be completed over the short to long term include:

- Remove the minimum parking standards from the operative District Plan
- Conduct a review of the Parking Bylaw (no later than December 2024)
- Review the District Parking Strategy on a triennial basis
- Review parking restrictions on a triennial basis

- Complete parking surveys (by an external transport consultant) for Rangiora and Kaiapoi on a biennial basis
- Creation of a Parking Management Plan for Kaiapoi and review triennially
- Update the existing Parking Management Plan for Rangiora and review triennially
- Investigate smart parking options for Rangiora and Kaiapoi.

*Accompanying Commentary:*

- 4.13. Parking occupancy is typically expressed as a percentage and is calculated as the number of spaces occupied divided by the total number of spaces available. Performance levels between 80-85% are generally accepted as best practise or the optimum occupancy to ensure land resources aren't being underutilised by parking. The occupancy performance definitions can generally be categorised as per below:

Occupancy	Definition	Consequence
80%	Traffic circulation will be high as motorists 'hunt' for an available car park and motorists may not be able to find an available car park space at all. Parking infringements may be widespread and illegal parking common.	80 % - 85 % is the optimum occupancy range <sup>1</sup> . Higher than 85% occupancies create difficulties for motorists searching for a car park.
60% - 79%	May be difficult to find a car park immediately and some parking circulation may be required to find an available car park. A park is unlikely to be found immediately outside the motorist's destination. Parking infringement is common although illegal parking is infrequent.	Utilisation slightly lower than optimum however occupancy rates in this range do not provide poor outcomes.
40% - 59%	High probability that a motorist will be able to find an available car park with ease. Vehicle circulation might be necessary to find a car park very close to the motorists' destination. Parking infringements will generally be low, illegal parking uncommon.	In priced areas parking prices may be too high or time restrictions are too short. Measures should be taken to encourage better utilisation in areas where several activities can be accessed using on-street parking.
20% - 39%	Easy to find a car park close to the motorists' destination, vehicle circulation is unlikely to be necessary to find a car park very close to the motorists' destination.	Inefficient use of space. It may be appropriate to allocate land used for parking to other travel modes/ activities or review time restrictions.
<20%	Very easy to find an available car park and it will be very close to the motorists intended destination. Vehicle circulation will not be required to find an available car park very close to motorist's destination.	Severely under-utilised parking. Land resources could be better allocated to a different activity/ mode e.g. wider footpaths or landscaping. If priced, prices may be set too high or restrictions may be inappropriate for the surrounding activities.

Figure 1 – Parking performance relative to occupancy (Abley Transportation Consultants)

- 4.14. For **Policy 5** an occupancy of 85% has been applied as the standard to signal when a new parking control or intervention is required at a parking location. The goal is to ensure town centre land dedicated to parking does not sit underutilised while making sure the community can still find parks (although they may need to circulate beforehand in areas that are close to 85% occupancy at peak times). When the parking performance of a designated parking area regularly exceeds this amount, it is time to assess the situation to determine the most appropriate response, which could include interventions like adjustments to time restrictions, the introduction of alternative transport options, priced parking or an increase in parking supply.

- 4.15. While the community may prefer a lower occupancy benchmark, setting a lower standard does have implications which may mean a requirement for increased parking supply and/or better parking management efficiencies (which could be aided through technology like Smart Parking). Both can have significant cost impacts for Council. During the development of the Rangiora Town Centre Strategy – Blueprint to 2030+, growth modelling for the town centre estimated that an additional 800 (approximate) public carparks would be needed by 2048 to support demand. This modelling was based on an 80-85% occupancy standard. If this standard was reduced to meet public expectation (rather than what is deemed technically optimal by the transport sector) then those supply requirements would likely need to be increased (even when factoring in future transport changes and the adoption of more alternative transport modes as well as changing work practices). Therefore, in light of the cost implications for a lower benchmark and the fact that 80-85% appears to be the transport sector standard for occupancy, 85% has been retained as the trigger point for the application of parking controls or interventions in the Waimakariri district.
- 4.16. In **Policy 6** (electric vehicle parking section) which deals with a range of parking restrictions for different parking scenarios, staff have noted that Council won't generally fully fund dedicated electric vehicle parking on public land in the district. However, Council may support the supply of electric vehicle parking through private sector land access agreements. Council has the option of retaining this section as written or amending it to reflect any alternate desire.
- 4.17. The same policy (mobility scooter parking section) also notes that dedicated mobility scooter parking will not be provided in the district. Recent community feedback from Grey Power North Canterbury Association in relation to e-scooters notes a preference from members for the creation of accessible parking for mobility vehicles/scooters near supermarkets and at strategic locations around the town centres before parking for e-scooters is allocated. While dedicated mobility scooter parking has been omitted from the draft Strategy, this stance can be reviewed at the request of the Community Boards and Council should parking be required at locations like doctor's clinics and public facilities (libraries/pools etc.). Most supermarkets are on private land in the district and Council has no control over the allocation of mobility scooter parking zones at these sites, bar the Ashley Street carpark.
- 4.18. **Policy 7** (Priced Parking) has been included to provide Council with guidance on the principles of priced parking should this be applied in the future while also signalling to the community that Council could change its stance on this generally or in response to specific parking supply scenarios (i.e. a multi-level parking building). While the recent 'Let's Talk Parking' survey showed a strong public preference for free parking (69% of survey respondents were opposed to priced parking), the cost of supplying parking will continue to increase due to influencing factors such as: construction costs, business growth land requirements, lack of available town centre land (especially in Rangiora) limiting cheaper parking supply options etc. Within the next ten years, Council may wish to review the application of widespread free parking and consider a 'user pays' model to help fund the community's parking needs. Policy 7 provides the mechanism to do this.
- 4.19. Repeat feedback from some members of the business community in Rangiora signal a desire for all-day parking options in the town centre for workers. The recent 'Let's Talk Parking' survey showed that a lack of all-day parking was the third highest issue for the community. While in reality workers can already park in close proximity to the town centres (i.e. 2-10 minutes' walk away), there may be a genuine need for some all-day parks that service businesses that require repeat access to their vehicles throughout the day, i.e. real estate offices and the like. A number of businesses do have private parking at their premises, but quite often this accommodates customer parking and/or there may be a lack of available employee parks to service those who genuinely need to come and go. Staff

have noted this feedback and have included a consideration for town centre located all-day parking options in **Policies 11** (All Day Parking) **and 12** (Parking Buildings).

- 4.20. While the adopted District Parking Strategy will provide high level guidance around parking management tactics and supply including who is prioritised for a range of parking scenarios, it will be the Parking Management Plans that outline locale specific actions/interventions which seek to address known issues at those locations.

### **Implications for Community Wellbeing**

There are implications on community wellbeing by the issues and options that are the subject matter of this report.

Transport and urban development work undertaken through the Rangiora Town Centre Strategy review (adopted in July 2020) show that on current growth forecasts we could expect to see significantly greater levels of commercial activity (6 – 8 hectares of GFA) within the town centre over the next 30 years, which in itself would generate the need for up to 800 additional car parking spaces. Moreover, changes to the National Policy Statement on Urban Development which remove minimum parking requirements for new developments may place an additional burden on Council to make up any public parking supply shortfalls across the district. Even when accounting for higher adoption levels of alternative transport modes like bicycles or e-scooters, ride car share services or improvements in public transport opportunities, as the district is rural in nature there is likely to remain a high reliance on cars for travel and access purposes in the future. Particularly as some active transport modes are not always being appropriate for wide intra-district travel, making it harder to transition the community out of their vehicles. Therefore, it's important that district parking is managed effectively and efficiently as the management of parking makes a contribution to social and economic wellbeing by enabling access for residents to local services and businesses to customers.

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

## **5. COMMUNITY VIEWS**

### **5.1. Mana whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report. Disability parking is a matter that has been raised at Rūnanga liaison meetings and will be further addressed in 2022 through the Accessibility Strategy Review.

### **5.2. Groups and Organisations**

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this specific report. They have an opportunity to provide feedback on the draft District Parking Strategy during the public consultation period covering 18 October to 14 November.

### **5.3. Wider Community**

The wider community has an opportunity to provide feedback on the draft District Parking Strategy during the public consultation period covering 18 October to 14 November.

## **6. OTHER IMPLICATIONS AND RISK MANAGEMENT**

### **6.1. Financial Implications**

A number of the draft parking policies do have flow on financial implications that warrant further consideration from Council.

Policy 2 (Parking Supply Management) includes some criteria that seeks to maximise kerb space and parking efficiencies. This criteria, alongside level of service targets (85% maximum parking occupancy) under Policy 5 (Parking Intervention Triggers) places some expectation that parking efficiencies will be fully maximized within the district's parking supply. While this could be done manually through staff and/or transport consultant

assessment of parking data for the district, there is a general understanding across the transport sector that maximal efficiencies are usually completed with the aid of smart parking technology. In 2020, staff loosely looked at the costs associated with the introduction of smart parking to Council's off-street carparks. It was estimated that it would cost around \$500,000 for five years with most of those costs occurring in the first year. However, a more detailed analysis will need to be undertaken as the estimate was crude and based on high level data available at the time related to the cost of sensor, gateways, signage etc. Essentially, though, the recommendations relating to parking efficiencies will have financial implications depending on how Council wishes to address the application or not of smart parking technology systems, or prefers instead to take a manual approach which is still likely to require external transport consultant support.

The option to implement priced parking under Policy 7 will also have financial implications in the form of infrastructure and/or staffing resources that may be required to manage its application operationally. A bonus under this policy, however, is that Council can collect parking revenue through infringements to help fund the required resources, as well as other parking associated expenditure generally across the district.

Policies 8, 9 and 10 which deal with parking demand in specific non-town centre locations prioritise alternative transport mode infrastructure, so there may be an additional consideration towards infrastructure at these locations. However, it is anticipated that most of these can be absorbed by existing project budgets (those that have already been anticipated in the current LTP cycle) or included in the scope for new projects that may arise in the future. On occasion as transport technologies evolve, staff may make requests through the annual plan process to support opportunities that may arise which help deliver alternative transport mode outcomes for the district.

Some marketing of the public consultation opportunity will be required but most of this will be done via online channels so any associated costs should be very low.

## 6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do have minor sustainability and/or climate change impacts. A number of the policies seek to prioritise alternative transport mode infrastructure or the advocacy of stronger public transport connections throughout the district in an effort to reduce reliance on motor vehicle travel.

Efficient and effective parking management and visible communication of parking opportunities minimises wasteful circling in town centres by people seeking parking spaces.

## 6.3 **Risk Management**

There are risks arising from the adoption/implementation of the recommendations in this report. The public facing nature of the draft Strategy may result in increased public expectations around parking, particularly in relation to the criteria/fulfilment of certain policies principles etc.

Staff have sought to manage public expectation (and any associated financial implications) by providing an option for Council toward the 'consideration' of various policy principles/tactics/interventions throughout the draft Strategy. This also provides a degree of flexibility to Council over the next ten years in responding to certain principles within the policies on an as needed (or as funded) basis.

### **Health and Safety**

There are not significant health and safety risks arising from the adoption/implementation of the recommendations in this report

## 7. **CONTEXT**

### 7.1. **Consistency with Policy**

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

## 7.2. **Authorising Legislation**

Land Transport Management Act 2003

Land Transport Act 1998

## 7.3. **Consistency with Community Outcomes**

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

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

- The Council makes information about its plans and activities readily available
- The Council takes account of the views across the community including mana whenua
- The Council makes known its views on significant proposals by others affecting the District's wellbeing

### **Transport is accessible, convenient, reliable and sustainable**

- The standard of our District's transportation system 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
- Public transport serves our District effectively

## 7.4. **Authorising Delegations**

Council has the delegated authority to adopt Council strategies/plans and recommend these for public consultation.





# DISTRICT PARKING STRATEGY

Draft for Consultation 2021



# Summary

Parking plays a critical role within Waimakariri by supporting economic growth through appropriate access to commercial and retail activity, as well as to important social and recreation services.

As a result of changes to the National Policy Statement on Urban Development, which will remove minimum parking standards from the District Plans of tier 1, 2 and 3 local authorities, and a desire to ensure parking continues to meet current and future demand, we have developed this District Parking Strategy to provide a framework which guides our efforts and decision-making in managing parking related matters within the Waimakariri District.

Our overarching goal with this parking strategy is to ensure parking is managed appropriately and effectively for our context, which means balancing a competing set of issues that have an influence upon parking supply requirements and management criteria.

This parking strategy outlines 18 policy responses that address the competing demands for public parking space and a diverse range of parking issues, covering such areas as: the allocation of roadside parking space, who should be prioritised, provision of additional supply, parking restrictions and the potential introduction of priced parking, amongst other considerations.

Through the policy responses, we seek to balance community parking needs while also being mindful of changes in the wider transport landscape, such as the move away from petrol vehicles to a range of transport technologies like electric vehicles, micro-mobility or e-bicycles, and the associated infrastructure and space requirements needed for these as well as greater public transport options within our communities.

This parking strategy provides guidance to Council planning and operational staff as to what responses should be applied and when.



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# Introduction

Public parking is an integral part of the transport network for the Waimakariri District, it affects many aspects of a journey including accessibility, safety, congestion, travel times and the appeal of the District as a destination. It can also support the District's economic development and growth potential by providing access to a range of employment, business, retail, recreational and social activities.

Waimakariri District Council is responsible for managing public parking to ensure equitable access for residents and visitors. In our role, we supply car parking and enforce parking regulations, as well as facilitate parking results that fulfil desired strategic outcomes. On a day-to-day basis we oversee all on and off-street public parking across the Waimakariri District. Moving forward, a key issue for us is balancing the future supply of parking against transport emission reduction targets and the needs of our growing communities. We will also need to provide parking for other transport modes such as cycling within our town centre areas.

Waimakariri District's population is expected to grow from just under 65,000 to approximately 97,000 by 2048, so demand for parking will increase, putting more pressure on our town centres and other key activity areas. The rural nature of our District sees a strong reliance on cars and with limited public transport options, we must cater to the different needs of our communities over this time by addressing a wide range of parking requirements and by maintaining the right balance of parking stock. This can be challenging, as community surveys show that public perceptions of adequate supply can often be at odds with technically optimal levels.

When balancing community expectations against need, we must carefully consider the interrelationship between climate change-related transport emission targets and the ongoing provision of parking supply; we should not be looking to oversupply on parking to incentivise a petrol transport fleet. Future car parking will still be required for a growing supply of electric vehicles and as new transport technologies develop and evolve, there will be increasing competition for public car parking spaces, which must also accommodate a range of alternative transport modes like bicycles and e-scooters. Cars do not reduce congestion or improve road safety, whereas public and active transport does both. So prioritising the allocation of some parking to support alternative transport is a positive step which may help reduce public parking demand over time and support Council in more efficiently managing limited parking resources.

We must also be mindful of future parking supply not coming at the expense of progress toward important urban design outcomes. Public parking can take up valuable land that could be better used to support the development of additional commercial, housing or social/recreational infrastructure for our communities.

The supply of additional parking also comes at a price which can sometimes be borne by the community, so Council must weigh up the benefits of additional supply against any financial considerations.

Taking all these things into account, this District Parking Strategy outlines the ways in which Council will supply and manage public parking to ensure parking is provided at the right location, at the right time, at the right price and with the right management controls.



## Parking Strategy purpose

The purpose of this Parking Strategy is to:

- Outline a range of parking policies that guide our actions and help us respond to and manage parking more effectively and efficiently
- Provide guidance about where and when it may be appropriate to supply additional parking
- Address key parking issues within the District
- Demonstrate to the public how public parking is to be managed.

## Scope

This document primarily addresses Council owned or managed parking (on or off-street) on public or private land and does not materially address private parking owned by individuals or businesses.

The District Plan provides guidance to developers about the design requirements for private parking spaces, including minimum supply requirements for accessible car parks.

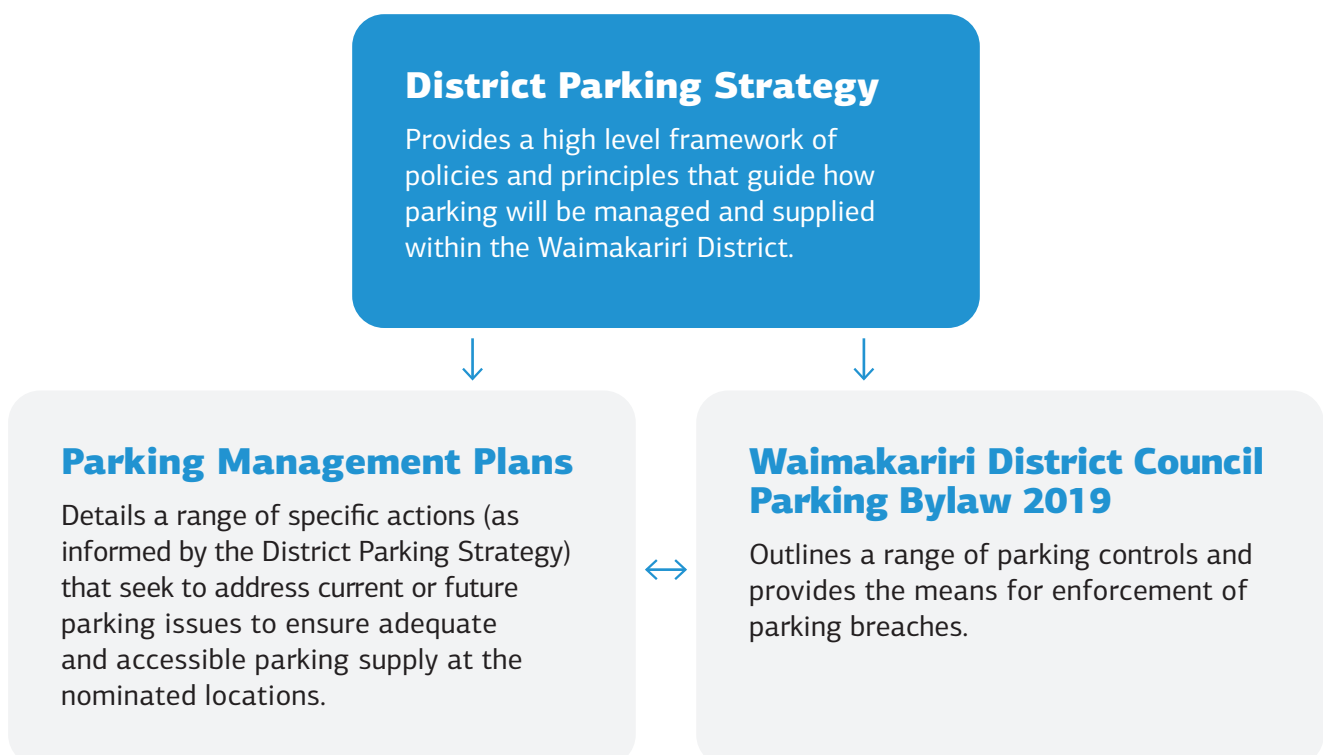
## Strategic context

The strategic direction for parking management in the Waimakariri District is set out in this District Parking Strategy.

Parking management plans will outline locale specific parking actions that seek to address known issues, as informed by appropriate policies within this Strategy.

The Waimakariri District Council also has an enforceable Parking Bylaw (2019), which sets out the general requirements for parking controls related to vehicle traffic on the road or in any other areas under the management or control of the Waimakariri District Council.

Council's parking management documentation is organised as follows:



The wider transport and accessibility strategic context for the District Parking Strategy is as follows:

### NATIONAL

- National Policy Statement on Urban Development 2020
- Government Policy Statement on Land Transport 2021/22-2030/31
- Climate Change Response (Zero Carbon) Amendment Act 2019
- NZTA National Parking Management Guidance (draft)
- Climate Change Commission's Ināia tonu nei: a low emissions future for Aotearoa

### REGIONAL

- Christchurch Urban Development Strategy and Action Plan
- Our Space 2018-2048: Greater Christchurch Settlement Pattern Update
- Canterbury Regional Public Transport Plan 2018
- Christchurch Greenhouse Gas Emission Inventories for Financial Years 2018/19 and 2016/17

### LOCAL

- District Development Strategy 2048
- Long Term Plan 2021-2031 community outcomes
- Waimakariri District Plan
- Walking and Cycling Strategy 2017-2022
- Rangiora Town Centre Strategy Blueprint to 2030+ and Beyond
- Kaiapoi Town Centre Plan 2028 and Beyond
- Oxford Town Centre Strategy
- Woodend Pegasus Area Strategy
- Waimakariri Accessibility Strategy 2017-2021
- Waimakariri District Council Parking Bylaw 2019
- Business Zone 1 & 2 Public Spaces Policy

## Parking Strategy development

This Strategy has been developed by Council and has been informed by 2020 parking survey data for Rangiora and Kaiapoi, 2021 survey data identifying key parking issues based on community perceptions, and Waka Kotahi's 'National Parking Management Guidance' document which seeks to provide direction on best-practice management of public parking throughout New Zealand.

In February 2021, a working group was established to contribute to the development of the Parking Strategy. The working group was made up of Council staff from the Business & Centres, Roading, Development Planning, Policy, Greenspace, Project Delivery, Environmental Services and Planning Implementation Units.

The draft Parking Strategy was primarily developed during May to July 2021, then released for a month long public consultation period during October and November 2021.

Once the consultation is closed and feedback from the public is considered, the final District Parking Strategy will be presented to the Council for adoption in December 2021.





## Objectives

### Below are our objectives for the effective management and supply of public car parking within the Waimakariri District.

#### 1. Parking is managed efficiently and effectively

We must allocate the right controls at the right time to ensure all Council owned and managed parking is fully maximised to best serve the community. We should be looking to provide additional parking stock only when/where it is most needed and after we have applied all available parking restrictions and resources at our disposal to better manage demand.

- All policies

#### 2. Parking occupancy is maintained at desired levels

The desired occupancy rate in our town centre environments is 85% (standard best practice) for the optimal use of parking space to ensure business land dedicated to parking is not being underutilised and there is a sufficient supply of available parking for those that need it.

- Policy 5 – Parking intervention triggers
- Policy 6 – Parking restrictions
- Policy 7 – Priced parking
- Policy 15 – Parking performance monitoring
- Policy 16 – Parking enforcement
- Policy 17 – Parking awareness

#### 3. Alternative transport mode infrastructure is prioritised

One way we can support transport emission targets is by providing and incentivising parking infrastructure for alternative and active transport modes within our town centres and activity areas. While the District will likely continue to accommodate motorised transport of some kind due to its rural nature, we should be helping to facilitate a move to other transport modes in those areas of the community where we can, and be looking to actively support community members who choose to adopt new technologies and public transport by providing access to appropriate parking infrastructure.

- Policy 1 – Road prioritisation table
- Policy 6 – Parking restrictions

- Policy 8 – Parking demand in non-town centre employment or retail/business locations.
- Policy 9 – Parking demand in non-town centre event, sports or cultural locations
- Policy 10 – Parking demand in park and ride locations
- Policy 12 – Parking buildings

#### 4. Good urban design is achieved

Our residents and visitors enjoy the unique character of our town centres so it is important to retain the look and feel of them while still providing all the contemporary amenity that people have come to expect and enjoy in these locations. We should be looking to ensure that town centre parking integrates with its surroundings so these environments retain their charm and appeal for people.

- Policy 1 – Road prioritisation table
- Policy 3 – Repurposing existing parking
- Policy 12 – Parking buildings
- Policy 13 – Parking on berms, verges or footpaths
- Policy 18 – Parking management plans

#### 5. Parking management and provision is cost effective

The ongoing cost of managing and supplying parking is expensive, and expanding parking supply is even more so. We must carefully assess community needs and expectations against all available parking response options to determine the best return on ratepayer investment.

- Policy 2 – Parking supply management
- Policy 4 – Divestment of off-street parking land
- Policy 15 – Parking performance monitoring
- Policy 16 – Parking enforcement

## 6. The road is safe for all users

The safety of all road users must always be at the forefront of any parking interventions or controls that we implement.

- Policy 1 – Road prioritisation table
- Policy 6 – Parking restrictions
- Policy 8 – Parking demand in non-town centre employment or retail/business locations
- Policy 13 – Parking on berms, verges or footpaths
- Policy 14 – Parking on strategic or arterial roads
- Policy 17 – Parking awareness

## 7. Economic development is supported

We need to ensure that public parking and alternative transport mode opportunities and options support relative ease of access to our town centres and other activity areas so that these continue to thrive and support the ongoing economic growth of our District.

- Policy 2 – Parking supply management
- Policy 4 – Divestment of off-street parking land
- Policy 5 – Parking intervention triggers
- Policy 15 – Parking performance monitoring

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## Key issues

**The following issues contribute to, or influence the parking situation within the Waimakariri District as of 2021. These issues were identified through research, observations and community surveys.**

### 1. Parking supply

- The Rangiora Town Centre Strategy Blueprint to 2030+, which was adopted by Council in 2020, highlighted the need to supply an additional 600-800 carparks in the Rangiora Town Centre by 2048 to support projected growth.
- The National Policy Statement on Urban Development 2020 (NPS-UD) and the removal of minimum parking standards for new developments may place an additional burden on Council to make up any parking supply shortfalls.
- There is limited land available in some of our town centres on which to develop new carparks, and there is increasing tension between urban design/place making outcomes for this land versus parking needs.
- Council currently relies on the temporary use of some private carparks to bolster the public parking supply but may lose access to these should private development occur at these sites, meaning the public parking supply will be affected.
- There are some narrow residential streets in specific residential areas and as a result of the NPS-UD parking requirement changes, there's potential for more of these. Some developers may choose not to accommodate typical levels of on-street parking as part of their developments, which may result in additional parking pressure and a potential undersupply of car parks when accounting for current car ownership levels per household as well as visitors to these areas. 2018 census data shows that 59.45% of New Zealand homes have access to two or more cars per household.
- The cost of supplying additional car parking is expensive and can range from \$5,500 for one ground-level park to around \$30,000-\$35,000 for a park in a multi-level parking building. As the District grows, it will require additional parking which, combined with increasing pressure on town centre land limiting cheaper parking supply options, will place a burden on the community to pay for more expensive parking infrastructure.

## 2. Parking demand

- There is a high demand for parking in the Blake and Ashley Street public carparks in Rangiora, resulting in localised pressures that are, at times, above desired occupancy levels and warrant an appropriate management response.
- The District supports some activity areas that sustain commercial (small suburban or rural shopping centres) or residentially located (retirement homes, schools, churches etc.) developments of scale which can place pressure on the localised parking supply when these areas are at peak operation.
- Public perceptions of parking availability can be at odds with actual supply, as evidenced through community surveys and anecdotal feedback. This highlights a disconnect between technically optimal supply levels as determined by specialist transport consultants (that aim to make the best use of land resources dedicated to parking to ensure the right level of user access) and some public expectations, where much higher supply levels may be preferred.
- Public parking behaviour as evidenced through enforcement monitoring shows that some people prefer to park in immediate proximity to their desired destination as walking for 2-10 minutes may be perceived as a barrier to town centre/ destination access.
- There is a growing demand for all-day parking options within the town centre for workers who do not wish to park in residential areas on the periphery of the town centres.
- Traditionally, public car parking in the Waimakariri District has been free of charge. As the cost of managing existing parking and funding an increased supply escalates, Council must explore the ways in which it can make parking infrastructure more affordable for the ratepayer. While the implementation of priced parking (user pays) could generate parking revenue to aid in this process, there is some hesitancy in introducing priced parking schemes in case it has an adverse impact on future shopping/visitation behaviour and the economic performance of the District. Appropriate research in this area is required to aid any decision-making process.
- High parking demand in some areas can exacerbate road congestion, road safety and existing network performance issues prompting the need to review management controls at

these locations, i.e. add additional supply, review current restrictions or incentivise parking elsewhere in less subscribed locations in order to balance the distribution of parking more evenly.

- Parking management opportunities are not being fully optimised by Council due to a lack of budget to support the implementation of technologies like smart parking and additional staffing dedicated to parking enforcement.

## 3. On-street parking space management

- Changing priorities in transport use including the move to alternative transport modes (bicycles, e-scooters, car ride share services etc.) place increasing demand on and competition for some parks.
- The changing demographics of our communities and our aging population require different prioritisations in on-street parking space management. Subnational population estimates for the Waimakariri District in 2020 estimate that 34% of the local population is aged 40-64 years and 20% are 65 years or over.

## 4. Transport emissions

- As the District is rural in nature, there is a high reliance on cars for travel and access purposes in contrast to metropolitan areas where there are usually more options. Rangiora is seen as the main service town of the District providing key access to a range of business and retail services. Due to limited public transport options, and with active transport modes (bicycles, e-scooters) not always being appropriate for wide intra-district travel, it is harder to transition the community out of their vehicles. A reasonably high level of car parking is still likely to be required to meet the travel and access needs of the community for district services.
- Council is mindful of not over supplying on parking to incentivise a growing petrol fleet with its implication of increased transport emissions. However, sufficient parking must still be provided to meet the needs of the community at different stages as we transition through the various transport changes over the coming years such as the move to electric vehicles and other alternative transport technologies.



- Transport emissions targets and future changes in travel could result in a reduction in parking demand over the long term depending on the type of technologies that are commonly adopted.
- Public transport options within the District are few and offer limited coverage of our towns/ some settlements due to the spread out nature of our communities.

## 5. Ratepayer perceptions

- Council completes a regular customer satisfaction survey to gain insight into the perception of residents to the services and facilities provided by Council. The 2019 survey showed that 60.5% were generally satisfied with Rangiora off-street parking, while 32.9% were generally dissatisfied. 53.2% were satisfied with Kaiapoi off-street parking, while 13.3% were generally dissatisfied. While parking supply is currently sufficient for both town centres, there is a disconnection between what is deemed technically optimal supply to what is preferable by some members of the community.
- The same survey highlighted that 54.1% of the community were satisfied with the provision for cycling (parking infrastructure and the

like) while 14.7% were dissatisfied. Given the growing ownership of e-bikes, there is a need to review the levels of cycling infrastructure in our activity areas to ensure supply is consistent with demand and incentivises adoption of this active transport mode.

- The provision for park and ride shows that 34.9% were generally satisfied, while 16.6% were dissatisfied. This was before the establishment of the new Rangiora (River Road and Southbrook Road/South Belt) and Kaiapoi (Charles Street and Wrights Road) park and ride sites.
- A short community parking survey (Let's Talk Parking) was completed in 2021 to identify the top three parking issues within the District from the community's perspective. 400 people contributed to the survey and the top three issues identified were: an undersupply of carparks (49% of contributors), traffic flow/ congestion on the main streets in the town centres (39%), and limited town centre parking for all-day workers (37%).





# Policies

The following parking policies provide a framework that responds to parking issues within the District. They outline a range of actions or principles that respond to different parking requirements and scenarios.

- Policy 1 looks at on-street parking and determines what uses should be prioritised in the town centre (commercial or key activity area), residential, industrial and rural areas.
- Policies 2-4 primarily address parking supply across the District.
- Policies 5 and 6 look at the application of parking restrictions and the situations under which parking interventions and controls might need to be implemented.
- Policy 7 summarises how Council would manage priced parking should it be implemented sometime in the future. Currently public parking within the Waimakariri District is free.
- Policies 8-14 outline a range of parking actions or principles for specific parking demand and scenarios across the District that require a bespoke, rather than generalised, response.
- Policy 15 shows how Council will monitor and measure the ongoing performance of the existing parking network through regular surveying to support future strategic decision making about parking.
- Policies 16 and 17 relate to public awareness of parking through enforcement measures and greater visibility around parking with better signage in our town centres.
- Policy 18 proposes the creation of parking management plans that align with the parking strategy and provide a course of action as to how parking issues will be specifically managed in locations like our town centres.



## Policy 1 – Road prioritisation table

The following parking priority table provides a generalised framework for how parking space should be allocated and what type of use takes priority in certain locations.

Order	Town Centre or Key Commercial/Retail Areas	Residential	Rural	Industrial
1	Pedestrian amenity	Existing property access	Efficient movement of goods and people	Existing property access
2	Urban design and place making	Pedestrian amenity	Existing property access	Efficient movement of goods and people on the roads
3	Existing property access	Residents parking	Urban design, amenity and place making	Loading zones
4	Mobility parking	Long-stay parking	Parking	Pedestrian amenity
5	Short-stay parking	Urban design and place making		Bus parking/stops
6	Cycle & micro-mobility parking	Efficient movement of goods and people on the roads		Cycle & micro-mobility parking
7	Bus parking/stops	Bus parking/stops		Long-stay parking
8	Loading zones	Cycle & micro-mobility parking		Short-stay parking
9	Taxi parking/stops			
10	Efficient movement of goods and people on the roads			
11	Long-stay parking			

### Departures from the road prioritisation table:

- Some variations to this prioritisation table may occur for the scenarios listed in policies 8-14 as a result of any specialist responses that may be required.
- The application of the road prioritisation table to strategic and arterial roads within the District will be assessed on a case-by-case basis so that parking management does not compromise their use as key transport corridors and/or exacerbate the potential for congestion. However, where these roads pass through town centres, consideration will be given to applying the road prioritisation table hierarchy as appropriate.
- Scenarios where the priority order is having a significantly detrimental effect on parking demand, the performance of the road network or general road safety.

## Policy 2 – Parking supply management

Council may consider investment into additional parking infrastructure where there is not enough supply to meet existing demand and where other alternatives have first been explored to maximise parking efficiencies, such as reviewing parking restrictions or our stance on priced parking. The following criteria should be considered before investing in additional parking supply.

CRITERIA	DESCRIPTION
Maximise on-street parking space and parking efficiencies	Parking efficiencies have been fully maximised (within the realm of available funded resources) but parking pressures have not been sufficiently alleviated.
Council funding	Council has made provision for investment into additional parking infrastructure through the Long Term Plan or Annual Plan processes.
Private sector partnerships	Opportunities for private sector contributions to multi-level parking infrastructure are available.
Loss of temporary carparks	Council loses access to leased private carparks making the parking supply insufficient to meet demand.
Level of service targets	Parking occupancy in areas consistently exceeds 85% during the standard monitored parking window.
Strategic growth	Where current parking supply is not sufficient to cater for future projected commercial gross floor area and population growth for a location, future development should include additional parking supply and transport mode-change infrastructure.
Regional transport network	Changes of scale to the regional transport network signal a requirement for additional parking in strategic areas, which may encourage more public transport use, i.e. park and ride sites.
Other modes	Additional on-street parking space for non-vehicular parking modes will be explored for their potential to help alleviate parking pressures and reduce single-occupant vehicle travel and congestion.
Climate change	Council will continue to monitor behaviour change, trends, and regional plus national government policies around climate change and adjust supply accordingly. However, Council should not be looking to over supply parking to enable/provide for a growing private transport fleet of petrol reliant vehicles.

## Policy 3 – Repurposing existing parking

Council may opt to repurpose the use of existing on-street or off-street carparks to support wider transport outcomes, strategic developments and town amenity improvements. For example: provision for micro-mobility parking, cycle parking, cycle and shared paths, public transport connectivity, place making projects, general amenity improvements or to support developments.

The following criteria should be considered before any repurposing is undertaken:

- The identified area is an ideal location for the repurposed activity
- The repurposed activity better caters to a current need or demand
- Other transport modes/alternatives are available to encourage mode shift
- The repurposed activity has no adverse effect on the existing road network and the utilisation of adjacent parking
- The repurposed activity has no adverse effect on road and pedestrian safety.



## Policy 4 – Divestment of off-street parking land

Council owns and manages a range of off-street car parks that are crucial components of the overall public parking supply within the District. If there is an issue of a future oversupply and/or changes are required in parking locations as a result of developments or strategic transport upgrades and initiatives, Council may wish to divest existing car parks.

The following criteria should be considered before any divestment is undertaken:

- The remaining parking supply will be sufficient to support current and future (in the short term) levels of demand
- Future commercial gross floor area, housing and population growth areas and any associated parking needs
- The proximity to high use public transport options
- Council developments that may require the strategic relocation of existing facilities and associated parking requirements
- The location of current or future key transport corridors
- The process for divestment and any legal or regulatory implications that may impact the future use of the land.



## Policy 5 – Parking intervention triggers

When the parking performance of a designated parking area regularly exceeds 85% occupancy, Council will assess the situation to determine the most appropriate response.

The following table provides the trigger points that signal when a new parking control or intervention is needed and will be recommended in areas of high demand. They will be applied on a case-by-case basis.

TRIGGER POINT	POLICIES
The occupancy of time restricted parking areas/zones regularly exceeds 85%	Where appropriate, consider reducing existing time restrictions to manage demand. Where applicable, introduce new time restrictions in unrestricted parking areas immediately adjacent to the pressurised areas to alleviate parking demand. Where time restrictions are no longer effective, consider the introduction of priced parking.
The occupancy of priced parking areas/zones regularly exceeds 85%	Consider increasing hourly parking rates (in line with Policy 7) to manage demand. Review criteria for the supply of additional parking and apply as appropriate.
The occupancy of public unrestricted parking regularly exceeds 85%	Carefully consider time restrictions in areas that experience short stay demand in close proximity to the town centres, industrial or key goods/service retail areas.
Substantial repeated parking on rural road berms causing either damage to the berm or traffic safety impacts	Work with the adjacent land activity that is generating the primary parking demand to accommodate this demand off the road corridor wherever possible. Consider provision of public parking only as a last resort.

## Policy 6 – Parking restrictions

The application of parking restrictions helps Council to manage and control the use of public parking space. The following table lists the parking principles that will be applied against the range of parking scenarios most needed to meet parking demand in the District.

RESTRICTION	DESCRIPTION	PRINCIPLES
Motorcycle parking	Parking provided for the use of motorcycles or mopeds.	<ul style="list-style-type: none"> <li>Dedicated parking for motorcycles or mopeds will be considered in on-street or off-street parking areas within town centre environments and elsewhere, particularly where specific demand has been identified.</li> <li>Motorcycle parking will typically be located in spaces too small to accommodate a standard carpark.</li> <li>Parking time limits may be applied in busy areas.</li> </ul>

## Policy 6 – Parking restrictions (cont.)

RESTRICTION	DESCRIPTION	PRINCIPLES
Loading zones	<p>Parking provided for the loading or unloading of goods or passengers. These include:</p> <ul style="list-style-type: none"> <li>• General purpose loading zones</li> <li>• Good vehicles only loading zones.</li> </ul>	<ul style="list-style-type: none"> <li>• Consideration will be given to the installation of on-street loading zones in town centre zones where there is limited or insufficient opportunity for off-street loading at the rear of buildings.</li> <li>• Public goods vehicle only loading zones will be located in dense business or retail areas where there is a high demand for goods loading or unloading, i.e. on main streets or immediate side streets. These loading zones will be for the sole use of vehicles of appropriate size whose primary purpose is the carriage of goods in the course of trade.</li> <li>• Public general purpose loading zones will typically be located in high demand areas or where there is a general need for goods and passenger loading or unloading. These loading zones can be utilised by the general public for loading and unloading.</li> <li>• Loading zones will not typically be installed in rural, industrial, or outlying commercial zones, where it is expected that loading will be accommodated onsite.</li> <li>• All loading zones will be subject to time restrictions, usually no more than 10-15 minutes.</li> <li>• Loading zones should be avoided within angled parks.</li> <li>• Where possible, combine time-based loading (e.g. morning) with other uses of the zone at different times.</li> <li>• Requests for the addition or removal of loading zones will be subject to the following criteria: appropriateness of the location, sufficiency of the existing loading zone supply, current or anticipated utilisation of the loading zone, impact on the existing general parking supply, impact on the existing road network and road safety.</li> </ul>



## Policy 6 – Parking restrictions (cont.)

RESTRICTION	DESCRIPTION	PRINCIPLES
Coach/bus parking	<p>Parking provided for the use of passenger transport buses, which includes:</p> <ul style="list-style-type: none"> <li>• Short-term public transport layover parking</li> <li>• Longer-term public transport parking</li> <li>• Coach parking.</li> </ul>	<ul style="list-style-type: none"> <li>• Short-term layover parking will be located at the start of key transport routes.</li> <li>• Longer-term public transport and coach parking will generally be located at the periphery of town centres or in designated locations like park and ride facilities and schools.</li> <li>• Public transit bus stops are to be installed on public transport routes in consultation with Environment Canterbury/Metro.</li> <li>• Coach parking will also be considered in areas with high visitor demand such as entertainment/cultural and sports facilities of scale and reserves.</li> </ul>
Electric vehicle parking	<p>Off-street parking provided for the use of electric vehicles for charging and parking.</p>	<ul style="list-style-type: none"> <li>• Council will generally not fully fund dedicated electric vehicle parking. However, consideration may be given to leasing public land to commercial providers in order to facilitate supply within the Waimakariri District.</li> <li>• Council supported electric vehicle parking will only be considered for areas of high demand, such as in key activity centres or along strategic transport corridors.</li> <li>• Before installing additional supply to bolster existing electric vehicle charger stock, consideration will be given toward capacity upgrades of existing stations to see if that sufficiently caters for increased demand.</li> <li>• Any electric vehicle parking on public land will be off-street.</li> <li>• Charging fees may apply and their application will be at the sole discretion of the commercial provider of the electric vehicle charging stations.</li> <li>• Parking time restrictions may be applied to electric vehicle parks.</li> </ul>

## Policy 6 – Parking restrictions (cont.)

RESTRICTION	DESCRIPTION	PRINCIPLES
Mobility parking	Parking provided for the use of vehicles displaying mobility permits.	<ul style="list-style-type: none"> <li>• Preference will be given to installing mobility carparks on side streets in town centres where off-street mobility carparks are not already present within 200m of an accessible route to the destination. Consideration may also be given to locating a supply of mobility parking on the main streets in the town centres due to demand for key services, like medical/ health-related services.</li> <li>• Mobility parking will also be considered in other non-town centre commercial/mixed use zones like neighbourhood shopping areas or at sports, events and cultural centres. At these locations mobility parking will be avoided on busy roads and confined to side streets, level surfaces or to existing community facility car parks.</li> <li>• Generally, mobility parking will not be provided in residential, rural or industrial areas.</li> <li>• Mobility permit holders are entitled to the following parking concessions when parking in a standard time-limited space: <ul style="list-style-type: none"> <li>▶ P30: permitted to park an additional 30 minutes.</li> <li>▶ P60: permitted to park an additional 60 minutes</li> <li>▶ All other time limits are subject to their usual parking time restriction without concession.</li> </ul> </li> <li>• Dedicated mobility parks that display a time restriction do not have an additional concession.</li> <li>• The illegal use of mobility parks will be subject to parking fines enforcement.</li> </ul>
Mobility scooter parking	On-street or off-street designated mobility scooter parking sites.	<ul style="list-style-type: none"> <li>• Council will generally not provide designated mobility scooter parking areas on public land.</li> </ul>

## Policy 6 – Parking restrictions (cont.)

RESTRICTION	DESCRIPTION	PRINCIPLES
Micro-mobility parking	Footpath or on-street parking infrastructure provided for motorised scooters and other small powered transport devices.	<ul style="list-style-type: none"> <li>• Designated micro-mobility parking infrastructure can be located adjacent to the footpath (but in areas that do not impede pedestrian access) or, in on-street or off-street parking spaces.</li> <li>• Micro-mobility parking infrastructure will typically be considered in areas of high demand - town centres, and at activity/recreation centres and transit stops.</li> <li>• Micro-mobility parking is generally not installed in rural, residential or industrial zones.</li> </ul>
Bicycle parking	Footpath or on-street parking infrastructure provided for unpowered bicycles or e-bikes.	<ul style="list-style-type: none"> <li>• Bicycle parking will be prioritised in areas of high demand, town centres, activity/recreation centres and transit stops.</li> <li>• Priority will be made toward the provision of covered and secure bicycle stands for long-stay bike parking.</li> <li>• Bicycle parking can be located adjacent to the footpath (but in areas that do not impede pedestrian access) or, in on-street or off-street spaces.</li> <li>• Bicycle parking is generally not installed in rural, residential or industrial zones.</li> </ul>
Taxi/Ride-share parking	On-street or off-street designated taxi or ride-share parking sites.	<ul style="list-style-type: none"> <li>• Provision for dedicated taxi/ride-share parking will be evaluated in the future in town centres or in high-use entertainment/hotel locations, subject to demand.</li> </ul>



## Policy 6 – Parking restrictions (cont.)

RESTRICTION	DESCRIPTION	PRINCIPLES
Time restrictions	On-street or off-street parking where a maximum time limit is applied to encourage parking turnover.	<ul style="list-style-type: none"> <li>• Time restrictions are typically not installed in residential, rural or industrial zones unless there is a specific need.</li> <li>• The following time restrictions will be applied in the Waimakariri District: P5, P15, P30, P60, P120 and P180.</li> <li>• P5/15/30 restrictions will generally be applied to businesses with demand for a fast parking turnover such as: dairies, dry cleaning, schools, banks, post offices, cinemas, hotels etc. Typically, one carpark will be restricted to consolidate the needs of multiple businesses in the surrounding area.</li> <li>• P60 restrictions will typically be applied in town centres and neighbourhood shopping areas, predominantly on the principal shopping streets.</li> <li>• P120/180 restrictions can be employed in town centres and neighbourhood shopping areas to support parking turnover where all-day parking is discouraged. Generally, these restrictions will be located in areas immediately adjacent to and surrounding principal streets up until the residential fringes of the key shopping areas.</li> <li>• Time restrictions in town centre or key commercial/retail areas can be misused by all-day parkers with cars being moved around. Therefore, the illegal use of time restricted parks will be subject to parking fines enforcement.</li> </ul>



## Policy 7 – Priced parking

Public parking within the Waimakariri District is currently free of charge. Council can opt to introduce priced car parking when time restrictions are no longer effective in areas of high parking and employment demand, and where it is not appropriate or possible to supply more parking. Priced parking could enable Council to better prioritise short-stay parking and help fund future parking infrastructure to meet the needs of our growing communities. It could also better support the efficient and equitable use of parking generally across the District.

Demand-responsive priced parking offers a flexible approach where prices can be adjusted in certain areas to better manage parking pressures and ensure parking is more evenly distributed across the available supply in our town centres.

If introduced, the principles for applying priced parking would be as follows:

- Apply demand-responsive priced parking where prices are adjusted according to the demand for parking in a specific area, i.e. high demand areas attract higher prices, and lower demand areas lower prices. As a result, prices can change gradually in areas over time. A daily rate will be available at a nominated fixed price.
- Priced parking per hour/day fees will be set to maintain occupancy at the desired percentage within a given area, i.e. a maximum 85%. The prices and any adjustments to these will be market driven and not revenue driven. Generally, prices will be set as low as possible in order to reach the desired occupancy thresholds and to ensure availability of parks for those who need them.
- Fees should be set at a level that retains the appeal of the District as a destination, particularly the town centre shopping areas.
- Priced parking can be applied with or without time limits.
- For areas that experience wide variances in demand across the day, peak and off-peak parking charges may be applied.
- On special event days, prices may be adjusted from their usual levels to better manage anticipated parking demand levels.
- Generally, short-stay visitor parking will be prioritised over all-day parking through appropriate pricing.

- The illegal use of priced parks will be subject to parking fines enforcement. The parking fines schedule is available on the Waimakariri District Council's website.

## Policy 8 – Parking demand in non-town centre employment or retail/business locations

There are a number of significant non-town centre employment areas or retail/businesses within the District that require parking management to better utilise supply during peak operational hours.

The following approaches will be applied to manage any parking issues in these areas:

- Apply the relevant parking management policies listed in this document to manage parking demand.
- Short-stay visitor parking will generally be prioritised over all-day parking (depending on the mix of businesses/services operating in these areas).
- Where appropriate, deter all-day parking in key shopping/service areas through the application of time restrictions and enforcement.
- Consideration will be given to the supply of additional parking as per the criteria at Policy 2.
- Prioritise public transport service and infrastructure upgrades, where the service already exists or is proposed.
- Prioritise alternative transport mode parking infrastructure, where safe and appropriate to do so.
- Prioritise and provide for safe pedestrian walking thoroughfares to all-day (non-restricted) public parking areas.

## Policy 9 - Parking demand in non-centre event, sports or cultural locations

Sports, event and cultural facilities play an important role in the District by providing social, cultural and recreational outlets for the community. Demand for access to these areas can result in parking pressures during peak operational hours.

Generally, parking in these areas will be managed in the following ways:

- Apply the relevant parking management policies listed in this document in order to manage parking demand.



- Provide for a mixture of time restricted and unrestricted parking to cater for proposed use/visitation scenarios.
- Consider advocating for more public transport exposure/coverage in these areas.
- Prioritise alternative transport mode parking infrastructure at these locations.

### **Policy 10 - Parking demand in park and ride locations**

Council continues to invest significantly into park and ride locations throughout the District to help facilitate the use of community and public transport for journeys connecting throughout North Canterbury and to Christchurch.

Parking demand at these locations will be managed as follows:

- Apply the relevant parking management policies listed in this document in order to manage parking demand.
- Prioritise public transport and carpooling parking at these locations.
- Prioritise alternative transport mode parking infrastructure at these locations.
- Parking may be a mixture of time restricted and unrestricted parking to cater for proposed use/visitation scenarios (i.e. short-stay versus all-day parking) depending on the carpark's use. Parking restrictions should prioritise use by public transport and carpool users.

### **Policy 11 - All-day parking**

All-day parking is available on the periphery of the town centres but there is demand for long-stay parking in core locations. Town centre parking will generally be prioritised for short-stay purposes (two hours or less) to ensure large scale community and visitor access to town centre services. However, Council may consider the application of long-stay parking in some central areas of low demand or where there is a demonstrable need and a specific opportunity to implement this parking without adversely impacting the short-stay supply.

Generally, all-day parking in our towns will be addressed as follows:

- Consider the inclusion of some all-day parking options within any multi-level parking building developments where Council is a development partner.

- Generally, long-stay public parking will be prioritised over short-stay parking in key industrial employment areas where there is an absence of goods/service retail establishments.
- All-day parking will be prioritised in residential areas on the periphery of the town centre where residential properties have access to off-street parking. Careful consideration of the extension of any town centre time or pricing restrictions into these areas must be undertaken before any restrictions are applied.

### **Policy 12 - Parking buildings**

Off-street ground level parking takes up important town centre land that could otherwise be utilised for additional business or community infrastructure that might better serve the needs of the community. Town centre land can also be highly desirable and in limited supply (such as in Rangiora) meaning Council must explore the ways it can provide adequate parking within the confines of current or available resources. Off-street parking buildings can resolve some of these issues through the provision of bulk supply for a range of parking requirements across multiple levels meaning smaller land parcels can be utilised to meet projected parking targets.

The following parking requirements will be prioritised for any multi-level parking building developments that Council may be involved in:

- Prioritise short-stay visitor/shopper parking over long-stay/all-day parking for most parks.
- Consider provision of some long-stay/all-day parking on upper levels but apply priced parking to these carparks.
- Consider the application of priced parking generally throughout the building to help manage parking demand and to fund and/or recover the infrastructure costs.
- Prioritise an appropriate level of mobility parking in the lower levels.
- Prioritise alternative transport mode parking (bicycles/micro-mobility) in the lower levels.
- Consider supporting and adopting smart parking technology systems to improve the monitoring and management of parking stock and to promote the parking options to users, potentially reducing vehicle circulation on proximity streets.
- Ensure good development design outcomes to ensure the building integrates well with the urban form and character of its location.

### **Policy 13 – Parking on berms, verges or footpaths**

The Waimakariri District Council's Parking Bylaw 2019 provides controls for parking on grass verges, berms and footpaths. Parking is not permitted on grass berms, verges or gardens in residential areas, or on paved/landscaped footpath areas generally within the District. Parking is generally not permitted on grass verges or berms in all other areas if it is likely to cause damage or is an obvious safety hazard.

### **Policy 14 – Parking on strategic or arterial roads**

The Waimakariri District accommodates a number of key strategic and arterial roads that are critical for the efficient movement of goods and people across and through the District. While these roads traverse rural areas of the community, many also intersect with key commercial and residential areas meaning there is more demand on road space at these critical intersection points.

Parking on strategic or arterial roads will be assessed on a case-by-case basis, although generally parking will be applied as follows:

- Where possible, in accordance with the road prioritisation table and other parking management priorities listed in this document to manage parking demand in areas where these roads intersect with town or key activity centres including those in residential or industrial areas.
- Special consideration will be given to ensuring the utilisation of these roads as key transport/travel/access corridors is not adversely impacted (speed or time) by any parking interventions (except, where appropriate, in town centre environments).
- Parking may be removed where it impacts on the road's capacity to carry the maximum number of goods/services/passengers in the course of the day, especially during peak times or if parking causes safety or access issues.

### **Policy 15 – Parking performance monitoring**

A critical aspect of parking management is in maximising efficiencies within existing parking stock to ensure optimal occupancy - making the best use of land resources while ensuring people can find parks. Surveying has traditionally

helped Council to assess whether existing supply is sufficient to meet demand, the condition of current parking stock, and to determine the best type of parking required to manage demand. However, smart parking technology could also be utilised for its effectiveness in supporting regular monitoring and management of public parking.

The ongoing performance monitoring of parking will be approached in the following ways:

- Prioritise a triennial review of district parking restrictions to ensure current restrictions are appropriately managing parking demand and reaching the required coverage areas.
- Prioritise the completion of biennial parking surveys of Rangiora and Kaiapoi with the support of specialist transport consultants to assess parking supply, occupancy, turnover and duration of stay, and to provide parking data from which to base future parking related decisions.
- Consider supporting and adopting smart parking technology systems to improve the monitoring and management of existing parking stock.

### **Policy 16 - Parking enforcement**

Parking enforcement is an important way of managing public parking demand in a fair and equitable way. The enforcement of time restrictions and/or the application of priced parking can help with parking turnover so that parking is kept within desired occupancy levels.

Parking enforcement is primarily monitored and managed through the efforts of the Council's parking enforcement or parking warden staff.

Local enforcement includes: the monitoring of public parking areas and restrictions (including mobility spaces, loading zones and bus lanes) to ensure compliance; ensuring vehicles have a current Warrant of Fitness (WOF) and vehicle registration.

The illegal use of public car parks will be subject to parking fines enforcement, and unwarranted or unregistered vehicles will be subject to the relevant infringement notices.

A list of the current parking fines is available on the Council's website.



### Policy 17 – Parking awareness

Clear and visible parking communications and wayfinding signage for all parking modes help residents and visitors to understand the parking options available within the District and any rules that might apply, potentially reducing time spent looking for parking. Council will support greater parking awareness by looking to:

- Prioritise the ongoing assessment of parking related signage by parking enforcement officers during daily monitoring operations to ensure it remains current and relevant.
- Prioritise the implementation of wayfinding signage in strategic locations to help users locate parking options within the District.
- Look to adopt smart parking digital signage if implementing smart parking technology systems, to provide real-time parking options for users and reduce the likelihood of vehicle circulation.
- Ensure parking information on the Council website is reviewed regularly so it stays current.

### Policy 18 – Parking management plans

Parking management plans outline parking management responses for specific locations or

areas that might require parking management within the District. They can respond to known or future parking issues, as well as wider urban design and transport outcomes.

The development of parking management plans will be managed in accordance with the following:

- Prioritise the creation of parking management plans for the Rangiora and Kaiapoi town centres that assess key parking issues and provide short, medium and long term recommendations to address these.
- Parking management plans for other locations will be assessed on a case-by-case basis and specific plans created as needed.
- Parking management plans should include: a general assessment of the current parking supply and occupancy data; any known or anticipated parking problems; any parking related requests/ feedback from the community; consider existing town centre plans for their urban design/ development outcomes; and any district or regional transport projects of relevance.
- Prioritise the triennial review of all parking management plans by Council staff.

## Monitoring and Review

A review of this District Parking Strategy will be important in ensuring the parking policies remain relevant and appropriate for addressing parking matters in the Waimakariri District.

An internal review will be undertaken triennially and the document updated to reflect any new

amendments after the proposed changes go through an appropriate public consultation period.

The implementation table (Appendix 1) will be reviewed on an annual basis to ensure the delivery of the key actions against the identified timelines.



# Further Information

## References

Find links to some of these documents at [waimakariri.govt.nz/letstalk](http://waimakariri.govt.nz/letstalk)

### Waimakariri District Council

- Let's Talk Parking Survey. 2021.
- Rangiora Town Centre Strategy Blueprint to 2030+ and Beyond. 2020.
- Draft Rangiora Town Centre Car Parking Plan. 2020.
- Waimakariri District Council Parking Bylaw 2019.
- Customer Satisfaction Survey Research Report. 2019.

### Abley Limited

- Rangiora Town Centre Parking Survey. 2020
- Kaiapoi Town Centre Parking Survey. 2020

### Auckland Transport

- Parking Strategy. 2015.

### Christchurch City Council

- Draft Christchurch Central Parking Policy. 2020.
- Christchurch Suburban Parking Policy. 2019.

### Waka Kotahi (New Zealand Transport Agency)

- Draft National Parking Management Guidance. 2020.

### New Zealand Government

- National Policy Statement on Urban Development 2020.

### Statistics New Zealand

- Subnational population estimates by age and sex. 2020.

### Climate Change Commission

- Ināia tonu nei: A low emissions future for Aotearoa. 2021.

## Glossary of terms

### Demand-responsive priced parking

Where parking charges and fees are set in response to parking demand, for example higher demand areas attract higher fees, and lower demand areas lower fees.

### E-Bicycles

Pedal bicycles that are integrated with electric motors to assist with propulsion.

### Electric vehicles

Motor vehicles that are partially or fully powered with electric power.

### Enforcement Officer

A person who has been appointed as an Enforcement Officer by the Council under the Local Government Act 2002 or a person who is an Enforcement Officer under the Land Transport Act 1998

### Kerbside

The area of the road beyond the kerb that is commonly used for carparking, bus stops, vehicle pick-ups and drop offs, or loading and unloading of goods.

### Grass berm

The area of footpath which is laid out in grass.

### Grass verge

The area of public road that includes grassed, paved or other landscaped areas.

### Long-stay parking

Refers to all-day parking for town centre workers.

### Micro-mobility

Small lightweight transportation vehicles that are usually targeted at one user and tend to operate at speeds below 25km/h.

### Off-street parking

Refers to parking that is usually located in designated public car parking areas such multi-level parking buildings or ground level parking sites.

### On-street parking

Refers to parking that is on the street (kerbside) adjacent to the footpath, this can be either parallel, perpendicular or angled parking.

### Parking Warden

A person appointed to hold the office of parking warden appointed by the Council under Section 128(d) of the Land Transport Act 1998.

### Pedestrian amenity

Refers to the features of a place or building that are aimed at pedestrians.

### Place making

The multi-faceted and collaborative process of planning and designing a public space for use by a community.

**Priced parking**

The application of parking fees to parking facilities as paid for by the motorist.

**Short-stay parking**

Refers to parking durations of less than two hours for shoppers/visitors.

**Smart parking**

Smart parking utilises technology based software and hardware to manage and monitor parking to aid in the more efficient use of parking spaces.

**Transport emissions**

Refers to the CO2 emissions that are derived primarily from road, rail, air and marine transportation.

**Urban design**

Refers to the process of designing and shaping the physical features of urban environments and planning for services infrastructure.

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## Have Your Say

Please tell us what you think about the concepts and ideas raised in the Draft Waimakariri District Parking Strategy. Give us your feedback online at [waimakariri.govt.nz/letstalk](http://waimakariri.govt.nz/letstalk)

Physical copies of the submission form can be requested at any Council Service Centre or downloaded from the Let's Talk site. Feedback closes 5pm, Sunday 14 November.



# Appendix 1 – Action Plan

The actions in the implementation table guide a high level work programme that support the District Parking Strategy's implementation and work alongside the application of the parking policies during normal business operations.

TOPIC	KEY ACTION AND SCOPE	TIMING		
		SHORT 1-3YRS	MED 3-5YRS	LONG 5+YRS
1. District Plan Review	Operative District Plan removal of minimum parking standards for new developments	X		
2. Parking Bylaw 2019	Conduct a review of the Parking Bylaw		X	
3. Parking Restrictions	Conduct an external triennial review of parking restrictions to see if they need to be reduced or amended and/or the coverage areas extended	X	X	X
4. Parking Surveys	Complete biennial parking surveys for Rangiora and Kaiapoi	X	X	X
5. Parking Management Plans	Update the existing parking management plan for Rangiora and review internally on a triennial basis	X	X	X
	Complete a new parking management plan for Kaiapoi and review internally on a triennial basis	X	X	X
6. Smart Parking Technology	Investigate smart parking options for our key town centres and the associated implementation/operational costs	X		

## Contact us

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 Private Bag 1005, Rangiora 7440  
 Waimakariri District Council  
 office@wmk.govt.nz  
 waimakariri.govt.nz





215 High Street  
Private Bag 1005  
Rangiora 7440, New Zealand  
**Phone** 0800 965 468  
waimakariri.govt.nz

210901140361





### The Policies

These 18 policies form the core of our future parking strategy and provide a framework that responds to key parking issues within the District. For more detail of each of the policies, please review the full draft Parking Strategy document or visit [waimakariri.govt.nz/letstalk](http://waimakariri.govt.nz/letstalk)

**Policy 1** looks at on-street parking and determines what uses should be prioritised in our town centre, business, residential, industrial and rural areas.

**Policies 2 - 4** primarily address managing the Council's parking supply across the District.

**Policies 5 and 6** look at how we use restrictions for various forms of parking and the situations under which further parking controls might need to be implemented.

**Policy 7** summarises how Council would manage priced parking should it be implemented sometime in the future. Currently public parking within the Waimakariri District is free.

**Policies 8 - 14** outline a range of actions or principles for types of parking that require a specific rather than generalised response, such as all-day parking or park and ride.

**Policy 15** shows how Council will monitor and measure the ongoing performance of the existing parking network.

**Policies 16 and 17** relate to parking enforcement and greater visibility around parking with better signage in our town centres.

**Policy 18** proposes the creation of parking management plans that will guide how parking will be managed in locations that require specific plans such as our Rangiora and Kaiapoi town centres.

### Find Out More

Read more about each of these topics in the full draft Parking Strategy document. Copies are available on our Let's Talk page and at any Council Service Centre.

### Have Your Say

Please tell us what you think about the concepts and ideas raised in the draft District Parking Strategy. Give us your feedback online at [waimakariri.govt.nz/letstalk](http://waimakariri.govt.nz/letstalk)

Physical copies of the submission form can be requested at any Council Service Centre or downloaded from the Let's Talk site.

Feedback closes Sunday 14 November.

### Contact Us

If you have any questions about the draft Parking Strategy, please call us on 0800 965 468 or email us below.

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[vanessa.thompson@wmk.govt.nz](mailto:vanessa.thompson@wmk.govt.nz)

**Shane Binder**  
Transportation Engineer  
[shane.binder@wmk.govt.nz](mailto:shane.binder@wmk.govt.nz)



## THE DRAFT DISTRICT PARKING STRATEGY A QUICK LOOK

**Public parking is an integral part of the transport network for the Waimakariri District. It can affect many aspects of people's journeys including accessibility, safety, congestion, travel times and the appeal of the District as a destination.**

It also supports the District's economic development and growth potential by providing access to a range of employment, business, retail, recreational and social activities.

The Waimakariri District Council is responsible for managing public parking to ensure equitable access for residents and visitors. On a day-to-day basis we oversee all on-street and off-street public parking across the District.

There are key issues that we'll need to carefully consider when planning for our future public car parking needs, these include our growing population, community expectations, transport emission targets, urban design, alternative transport modes and costs to the ratepayer. This Strategy aims to maintain a healthy balance between these competing factors through a variety of policy responses when considering public car parking over the coming years.

It's important to note that this quick look document is just a brief summary. We encourage you to look through the full draft District Parking Strategy before submitting your feedback. You can find the full draft Strategy on our Let's Talk website or at any Council Service Centre.

Trim Number





# What is the draft District Parking Strategy?

The draft District Parking Strategy outlines the ways in which Council will supply and manage public parking to ensure it's provided for our community at the right location, right time, right price and with the right management controls.

At the heart of the draft District Parking Strategy are 18 policies (see the back page) which address the competing demands for public parking space and a diverse range of parking issues.

The Strategy doesn't get into detailed planning about where and how carparking will be provided, rather it provides strategic direction for parking management in the Waimakariri District and provides guidance to Council staff when planning for parking.

It's supported by the Parking Bylaw 2019 which sets general requirements for parking controls and our parking management plans which plan for locations with special requirements like our town centres.

**In summary, the purpose of the draft Parking Strategy is to:**

- Outline parking policies that will guide our actions and help us manage parking more effectively and efficiently.
- Provide guidance about where and when it may be appropriate to supply additional parking.
- Demonstrate to the public how public parking is to be managed.
- Address key parking issues within the District.

## What are the Key Issues?

**We have identified the following key issues that influence the parking situation within our District:**

### 1. Parking supply

With a growing population, there will be more pressure on parking.

**i** We estimate that within the Rangiora Town Centre alone, we'll need to supply an additional 800 carparks by 2048, assuming the current levels of private motor vehicle reliance stay relatively the same.

There is limited land in some of our town centres for developing new carparks and it's possible we'd lose access to land we're currently leasing for temporary parking as new private development occurs.

**i** 2018 census data shows that 59.45% of New Zealand households have access to two or more cars per home, meaning there is a strong reliance on private motor vehicle travel and its associated parking.

The National Policy Statement on Urban Development 2020 (NPS-UD) removes minimum parking standards for new developments, which may mean we'll need to address any resulting car parking shortfalls due to limited public and alternative transport opportunities for our rural communities.

Supplying additional car parking is also expensive; particularly on premium town centre land and places a burden on the community to pay for more expensive parking infrastructure.

### 2. Parking demand

There is a high demand for parking in the Blake and Ashley Street public carparks in Rangiora, which at times results in occupancy higher than desired levels. Elsewhere, we also have suburban or rural shopping centres, retirement homes, schools, churches etc. which place pressure on the local parking supply at peak times.

Some people prefer to park in immediate proximity to their desired destination rather than walking for a few minutes, which can often be perceived as a shortage of supply. There is also a growing demand for all-day parking options within the town centre for workers who need to come and go during the daily course of their business operations.

As the cost of managing existing parking and funding an increased supply escalates, we'll need to explore ways in which it can be made more affordable for the ratepayer. The introduction of user-pays parking could help, but we'd need to consider any potential for adverse impacts on shopping/visitation behaviour and the economic performance of the District.

**i** The cost of new car parking can range from \$5,500 for one ground-level park to around \$30,000-\$35,000 for a single park in a multi-level parking building.

It's important to note that the public perception of parking availability can be at odds with actual supply. There can often be a disconnect between ideal levels of parking as determined by specialist transport consultants and public expectations.

### 3. On-street parking space management

Changing priorities in transport and the move to alternative transport modes such as bicycles, e-scooters and car ride share services place increasing competition on some on-street parking.

Our aging population may also require different priorities from our management of on-street parking spaces, for instance additional mobility parking.

**i** It's estimated that in the Waimakariri District in 2020 34% of the local population is aged 40-64 years and 20% are 65 years or over.

### 4. Transport emissions

As our District is rural in nature, there is a high reliance on cars for travel when compared to other metropolitan areas. Due to limited public transport options, and with active transport modes such as cycling not always being appropriate for wide travel within the District, it is harder to transition the community out of their vehicles.

While it's important that we don't oversupply parking and incentivise increased transport emissions, we must provide sufficient parking to meet the needs of the community as we transition through the various transport changes over the coming years, such as the move to electric vehicles.

Over the long-term, we could see a reduction in parking demand against projected requirements depending on the type of alternative transport technologies that are commonly adopted and with improved public transport options. However, a reasonably high level of car parking is still likely to be required to meet the travel and access needs of the community.

### 5. Ratepayer perceptions

The Council undertakes regular customer satisfaction surveys to measure residents' opinions on Council services and facilities, including parking. While most respondents are generally satisfied with off-street parking in the District, there is a growing perception that more supply is required.

A short community parking survey (Let's Talk Parking) was completed earlier this year to identify parking issues from the community's perspective. According to the 400 respondents, the top three issues were: an undersupply of carparks (49% of contributors), traffic flow/congestion on the main streets in the town centres (39%), and limited town centre parking for all day workers (37%).



**Complete the survey online**  
waimakariri.govt.nz/letstalk





## Draft District Parking Strategy – Communications Plan

Version 0.1 | Last updated 28 September 2021

<b>Project Sponsor</b>	Simon Markham	
<b>Communications and Engagement Advisor</b>	Daniel Huisman	
<b>Media Spokesperson</b>	Simon Hart / Vanessa Thompson	
<b>Trim Reference:</b>	BAC-03-101 / 210921151672	
<b>Budget</b>	\$2,000	GL:

## 1. Background

The District Parking Strategy is a framework which manages and plans for the future of public car parking across Waimakariri.

This new draft will update our Strategy to respond to the needs of our growing District over the next 10 years and beyond. It will outline the ways in which the Council will supply and manage public parking to ensure it's provided for the community at the right location, right time, right price and with the right management controls.

To gain an initial idea of the community's thoughts around parking we opened a low-level "Let's Talk Parking" survey earlier this year. The 400 responses gave us a good idea of our resident's views on parking and what they viewed as the key issues, which in turn helped us shape the draft Strategy.

We now move to a phase of public engagement on the draft Strategy itself. Given the previous survey and the topic of parking being raised in previous recent consultations such as our town centre plans and the Long Term Plan, we will need to carefully manage the risk of public fatigue around the topic of car parking.

The consultation will be open for four weeks between Monday 18 October and Sunday 14 November.

## 2. Communications Approach

Based on the IAP2's Public Participation Spectrum, the level of public engagement to be used is 'Consult'.

CONSULT	
Public Participation Goal	To obtain public feedback on analysis, alternatives and/or decisions.

## 3. Communications Objectives

- Gather quality feedback on the content and policies contained within the draft District Parking Strategy
- Engage with the key stakeholders identified in Section 6.
- Acknowledge existing parking pressures and concerns
- Acknowledge the feedback received from the community during the previous Let's Talk Parking survey.

#### 4. Key Messages

- We're planning for the future of the District's public car parking
- We would like your feedback on the draft District Parking Strategy
- Our growing District will require both more parking and different types of parking in the future
- Parking needs to be balanced with other issues such as land use, encouraging public transport, climate change objectives and cost to the ratepayer
- We've heard your feedback on what the top parking issues are
- Visit [waimakariri.govt.nz/letstalk](http://waimakariri.govt.nz/letstalk) to have your say.

#### 5. Risks and Mitigation

Communication Risk	Mitigation
Lack of public interest in consultation due to high-level nature of the Strategy.	Focus engagement on key stakeholder groups, such as town centre businesses and accessibility groups.
Consultation fatigue over the topic of parking, particularly given the recent Let's Talk Parking survey, Kaiapoi and Rangiora Town Centre Strategies, and Long Term Plan consultations.	Soft approach to advertising. Ensure previous feedback on parking is acknowledged and show how this Strategy responds to those issues.
Misunderstanding of the nature of the Strategy, specifically the risk of raising unrealistic expectations around new parking supply.	Use clear, simple language to explain the scope and intended outcomes of the Strategy. Focus engagement on audiences most likely to understand the intent of the Strategy.

## 6. Audience and Stakeholders

<b>Directly affected</b>	<ul style="list-style-type: none"> <li>• Business owners, tenants and employees in Town Centres</li> <li>• Town Promotion Associations</li> <li>• Waimakariri Residents</li> </ul>
<b>Internal</b>	<ul style="list-style-type: none"> <li>• Manager, Strategy &amp; Engagement (Simon Markham)</li> <li>• Communication &amp; Engagement Manager (Alistair Gray)</li> <li>• Environmental Services Unit</li> <li>• Customer Services</li> <li>• Community Boards</li> <li>• Mayor and Councillors</li> <li>• Management Team</li> <li>• Roding Unit</li> </ul>
<b>Regional Partners</b>	<ul style="list-style-type: none"> <li>• Enterprise North Canterbury</li> <li>• Environment Canterbury</li> <li>• MetroBus / Public Transport Providers</li> <li>• Ngai Tuahuriri</li> </ul>
<b>Other Stakeholders</b>	<ul style="list-style-type: none"> <li>• Waimakariri MP Matt Doocey</li> <li>• Local media</li> <li>• Waimakariri Access Group</li> <li>• Karl Howarth – Rangiora Events Organiser</li> <li>• All Together Kaiapoi – Kaiapoi Events Organisers</li> <li>• Local Developers</li> <li>• Waimakariri Youth Council/WaiYouth</li> <li>• Age Concern/Grey Power</li> <li>• Local Resident Groups</li> <li>• WDC Facebook Users</li> <li>• EV Charging Providers – ChargeNet, Meridian, MainPower</li> <li>• E-Scooter/E-Bike commercial Operators</li> </ul>

## 7. Communications Actions

It should be noted that this is a high-level strategy and is unlikely to contain a high level of interest for the public, who as the Let's Talk Parking survey showed, are more interested in the specifics of how and when new parking supply will be added.

Due to the previous consultations: Kaiapoi Town Centre Plan, Rangiora Town Centre Strategy, Long Term Plan and Let's Talk Parking survey, we already have a large amount of feedback in regards to the public's view of parking. There is a risk of consultation fatigue, or possibly even angering residents who feel we haven't listened to them in the previous consultations.

We also need to recognise that there have been a number of major consultations already this year including the District Plan notification and Three Waters Reform – which could further contribute to consultation fatigue.

For this reason, our efforts will be primarily targeted towards networks and stakeholders who are more likely to desire engagement, such as our town promotion associations, business groups and community groups. This could take the form of presentations at these groups' regular meetings or simply an email or phone call.

This will be supplemented by "soft" advertising for the public using our usual range of channels, with care to communicate that we've heard the public's feedback during previous consultations. People will be encouraged to submit their feedback online using the Council's Let's Talk site. Physical copies of the consultation document and full document will also be produced in limited quantities.

A stand-alone submission form will be available at Council Service Centre's on request; however, we will direct people towards the Let's Talk site wherever possible. If people do not have a suitable device at home, they'll be encouraged to visit one of our District libraries for access to the internet and help with making a submission.

Below is an outline of the tools that we will be using during the consultation period from Monday 18 October until Sunday 14 November.

Product	Notes	Who	When	Budgeted Cost
<b>Advertising</b>	Community Noticeboard	Comms	20 / 21 October 3 / 4 November	In-house
	Newspaper Advertising	Comms	October/November	\$1,000
	Social Media Advertising	Comms	October/November	\$400

	Compass FM – On Air Chat	Business & Centres	20/21 October	In-house
	Digital Screens	Comms	October/November	In-house
<b>Document – Design &amp; Print</b>	Consultation Document – Printing	Comms	Early October	\$500
	Full Document – Printing	Comms	Early October	\$100
	Graphic Design	Comms	Early June	In-house
	Photography	Comms	Early June	In-house
<b>Online presence</b>	Email to the 400 submitters that completed the Let's Talking survey.	Comms	18 October	In-house
	Bang the Table page	Comms	18 October	In-house
	Council Website News article	Comms	18 October	In-house
	Social Media Organic Posts	Comms	October/November	In-house
	Council Subscriber Email	Comms	October	In-house
<b>Engagement Events</b>	Targeted engagement with business, community and special interest groups.	Business & Centres	October/November	In-house
	Direct communication via phone or email to key stakeholders.	Business & Centres	October	In-house
	Drop-in session if required.	Business & Centres	November	In-house
<b>TOTAL</b>				<b>\$2,000</b>



## 8. Evaluation/Measures of Success

As it's not anticipated that this consultation will have a high-level of public interest, it's recommended that our measures of success focus on qualitative outcomes rather than quantitative.

### **Desired outcomes and measures of success:**

- Level of interest from Business owners, community groups, stakeholders, and residents
- Quality of feedback received.
- Reach/Engagement of advertising
- Quality of engagement with stakeholders.
- Residents understand nature of the Parking Strategy.
- Submitters from Let's Talk Parking survey are updated on progress
- Submitters from Let's Talk Parking survey feel their feedback has been heard
- Increased confidence from Town Centre businesses in Council's approach to parking.

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** RDG-32-90-08/210916149478

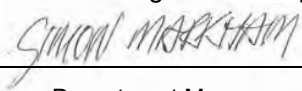
**REPORT TO:** COUNCIL


**DATE OF MEETING:** 5 October 2021

**AUTHOR(S):** Lynley Beckingsale, Policy Analyst on behalf of the Hearing Panel:  
Mayor D Gordon (Chair), Councillors P Williams and J Ward

**SUBJECT:** North East Rangiora Development Area proposal

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

  
\_\_\_\_\_  
Department Manager

  
\_\_\_\_\_  
Chief Executive

**1. SUMMARY**

- 1.1. This report presents the recommendations of the Hearing Panel with regard to the North East Rangiora Development Area proposal. This proposal presented two options for the funding of a transport network to service development between Kippenberger Avenue north to Coldstream Road for consultation.
- 1.2. Public consultation was undertaken between 23 July and 24 August 2021. Seven people took the opportunity to express their views with one discussing his submission with the Hearing Panel in person. No responses were received against the proposal.
- 1.3. The Hearing and Deliberation meetings were undertaken on 15 September. The requirements of L2.5Delta (COVID-19 virus public health advisory) meant that the meetings were public excluded but a live audio feed was provided via Council's website.
- 1.4. The Hearing Panel unanimously supported Option 1 which is to include the listed projects in the Council's Long Term Plan at the funding levels noted by updating the Development Contribution Policy Schedule.

**Attachments:**

- i. Minutes of the Hearing and Deliberations meeting (Trim 210914147480)  
ii. Statement of Proposal (Trim 210701107356)

**2. RECOMMENDATION**

**THAT** the Hearing Panel recommends:

**THAT** the Council:

- (a) **Receives** Report No. 210916149478.
- (b) **Adopts** Option 1 thereby adopting the following budgets and approving the changes to the Development Contributions Policy Schedule as described.

<b>Budget/Project Name</b>	<b>Financial year</b>	<b>Budget Amount</b>
Outer East Rangiora North/South Collector Road – District Level of Service	2023/24	\$500,000
Outer East Rangiora North/South Collector Road – District Level of Service	2028/29	\$500,000
Outer East Rangiora North/South Collector Road - District Growth	2023/24, 28/29	\$1,000,000
Outer East Rangiora North/South Collector Road – Outline Development Plan Growth	2023/24, 28/29	\$6,000,000
Kippenberger/MacPhail Roundabout – District Level of Service	2022/23	\$416,250
Kippenberger/MacPhail Roundabout - District Growth	2022/23	\$416,250
Kippenberger/MacPhail Roundabout - Outline Development Plan Growth	2022/23	\$416,250
Outer East Rangiora Shared Path (East/West Collector Road) - Outline Development Plan Growth	2028/29	\$220,000

- (c) **Notes** that on adoption, the development contributions become effective immediately. The rates impact will be effective at the financial year the works are planned for.
- (d) **Notes** the updated Development Contributions Policy Schedule will be available on the Council's website or on request.

### 3. **BACKGROUND**

- 3.1 In May 2021, Council approved the commencement of a SCP in relation to proposed budgets that are key in enabling development in the north east portion of Rangiora and ensuring that desired levels of service for the wider Rangiora area are met through the development.
- 3.1. The timing of proposed development for this area requires that infrastructure funding be provided to ensure growth costs are captured and funded over the whole of the development area.
- 3.2. Part of the draft Outline Development Plan for the transport network for the Proposed North East Rangiora Development Area includes the following:
- A north/south road from Kippenberger Avenue through to Coldstream Road
  - A roundabout at Kippenberger Avenue and McPhail Avenue
  - An east/west collector road with a shared pathway within the development
- 3.3. Building this infrastructure benefits those in the development area as well as those in wider Rangiora. It also supports a connection that will link to the proposed Eastern Link Road, from Lineside Road through to Coldstream Road.
- 3.2 It should be noted that the intent with the draft Outline Development Plan is that there is flexibility with the transport network and that specific road classification is intended to be determined at the time development is proposed and will be aligned then to match the eventual roading classification system.

#### 4. **ISSUES AND OPTIONS**

- 4.1. The following options were available to Council:
- 4.2. **Option 1:** to support the inclusion of the projects at the funding levels described in 6.1 recognising that the existing community will benefit from the work and allocating the costs for the work between benefitting parties (development growth and existing levels of service). This option also aligns with delivering on Council's Walking and Cycling Strategy and shares the development costs across the development area.
- 4.3. **Option 2:** to not support the inclusion of the projects at the funding levels noted. This would mean a lower level of service would be provided through the development of the North East Rangiora development area and off-road shared paths are unlikely to be provided.
- 4.4. After consideration of public feedback, including representation from the primary developer, and staff reports the Hearing Panel unanimously supported Option 1 as their preferred option to be recommended to Council for adoption.

##### **Implications for Community Wellbeing**

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

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

#### 5. **COMMUNITY VIEWS**

##### 5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are not likely to be affected by, or have an interest in the subject matter of this report. It should be noted that Ngāi Tūāhuriri do have an interest in the development of this area, however, this interest does not include funding provisions for the roads.

##### 5.2. **Groups and Organisations**

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

These groups are the property owners/developers within the development area. A specific drop-in session was held to seek views from these groups. No property owners/developers chose to attend this session.

##### 5.3. **Wider Community**

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

The proposal does have an impact on the District roading rate and development contribution. The consultation was available District-wide for review and submission.

#### 6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

##### 6.1. **Financial Implications**

There are financial implications of the decisions sought by this report and are summarised below:

<b>Construction</b>	<b>Financial year</b>	<b>Budget Amount</b>	<b>Impact</b>
Outer East Rangiora North/South Collector Road	2023/24	\$500,000	Increase in District-wide rates of approximately \$3.83 per year
Outer East Rangiora North/South Collector Road	2028/29	\$500,000	Increase in District-wide rates of approximately \$3.53 per year
Outer East Rangiora North/South Collector Road - District Growth	2023/24, 28/29	\$1,000,000	Increase in District Roding Development Contributions of \$208 per new lot
Outer East Rangiora North/South Collector Road – Outline Development Plan Growth	2023/24, 28/29	\$6,000,000	Increase in Outline Development Plan Roding Development Contributions of \$4,444 per new lot
Kippenberger/MacPhail Roundabout	2022/23	\$416,250	Increase in District-wide rates of approximately \$2.14 per year
Kippenberger/MacPhail Roundabout - District Growth	2022/23	\$416,250	Increase in District Roding Development Contributions of \$87 per new lot
Kippenberger/MacPhail Roundabout - Outline Development Plan Growth	2022/23	\$416,250	Increase in Outline Development Plan Roding Development Contributions of \$308 per new lot
Outer East Rangiora Shared Path (East/West Collector Road)	2028/29	\$220,000	Increase in Outline Development Plan Roding Development Contributions of \$163 per new lot

<b>Total Project Cost</b>	<b>Growth Benefit</b>	<b>Level of Service Benefit</b>
\$9,468,750	\$8,052,500	\$1,416,250

6.2. For the growth budgets, the development contributions will become effective immediately. This is to ensure that all growth in the development area is paying towards the growth works. The rates impact from the level of service components of the projects will be effective at the financial year the works are planned for.

### 6.3. **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts. The provision of shared use paths encourage active transport modes (walking and cycling) which are activities identified to substantially reduce travel emissions.

### 6.3 **Risk Management**

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

A risk with the proposed budgets is the timing of the works. It is difficult to project when the works will be required due to the uncertainty associated with development. This risk is managed through careful programming of work and collaboration with developers on the timing of development.

### 6.3 **Health and Safety**

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

There are health and safety risks that will arise from each of the individual projects which will be assessed during the planning, design and construction phase of each project.

## 7. **CONTEXT**

### 7.1. **Consistency with Policy**

This matter is a matter of significance in terms of the Council's Significance and Engagement Policy.



7.2. **Authorising Legislation**

7.3. The Land Transport Management Act and the Local Government Act 2002 (LGA2002) Subpart 5 Sections 197 through 211 relating to development contributions are relevant.

7.4. Under Section 83 of the Local Government Act a Special Consultative Procedure is required because there is a change being made to the development contribution schedules from that which is shown in the Long Term Plan.

7.5. **Consistency with Community Outcomes**

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

- *There is a safe environment for all*
- *Transport is accessible, convenient, reliable and sustainable*

7.6. **Authorising Delegations**

As for section 7.3 Authorising Legislation, the Local Government Act 2002 gives Council authority to require contributions for developments.

**WAIMAKARIRI DISTRICT COUNCIL**

**MINUTES OF THE HEARING AND DELIBERATIONS OF THE NORTH EAST RANGIORA DEVELOPMENT HELD ON WEDNESDAY 15 SEPTEMBER 2021 COMMENCING AT 12PM, IN THE FUNCTION ROOM, RANGIORA TOWN HALL, 303 HIGH STREET, RANGIORA.**

**PRESENT**

Mayor D Gordon (Chairperson), Councillors J Ward and P Williams.

**IN ATTENDANCE**

K LaValley (Project Delivery Manager), L Beckingsale (Policy Analyst) and K Rabe (Governance Adviser).

**1. APPOINTMENT OF A HEARING PANEL CHAIRPERSON**

K Rabe opened the hearing and called for nominations for a Chairperson for the Hearing Panel.

Moved: Councillor Williams

Seconded: Councillor Ward

**THAT** Mayor D Gordon be appointed as Chairperson of the the North-east Rangiora Development Hearing Panel.

**CARRIED**

Mayor Gordon took the Chair.

**2. APOLOGIES**

There were no apologies.

**3. CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

**4. HEARING OF SUBMISSION**

**4.1 Paul McGowan (12.10pm)**

P McGowan highlighted the following issues:

- Kippenberger Avenue to Coldstream Road would become a north-south collector road and be a key arterial collector road within the north-east development area, as well as servicing growing amounts of traffic from Coldstream Road and the new MainPower Sports Stadium. It would also form the northern end of the proposed Eastern Bypass from Lineside Road which would carry significant traffic volumes once it was constructed.
- The Kippenberger/McPhail Avenue roundabout would be a key component of the north-east roading network and would enable safe and sensible traffic control for the north-south collector road, the existing east-south road between Rangiora and Woodend and assist traffic flow of the proposed Eastern Bypass from Lineside Road.

- The road would ensure cycle/pedestrian connectivity from the east-west direction between the north-south collector road and Golf Links Road and would be used not only by the residents of the new development but by residents from the wider Rangiora area and the district as a whole.
- Funding would be divided between four funding streams which had been discussed and agreed to by Bellgrove Rangiora Ltd.
- The proposal supported making transport options accessible, convenient, reliable and sustainable and would provide the necessary infrastructure, linkages and optimal outcomes to keep pace with increasing traffic volumes of vehicles, cycles and pedestrians within the north east development area and the wider district. The funding proposals reflected a fair cost allocation in relation to the wider use of these infrastructure components to benefit not only Rangiora residents but those in the Waimakariri District and beyond.
- It was also noted that there was a shortage of viable sections for sale in either Rangiora or Kaiapoi which could give buyers a choice of section sizes and affordability options, and although no advertising had as yet been carried out there was increasing interest and expectation in the community.

Councillor Ward thanked P McGowan for the presentation on this exciting proposal. She questioned the proposed timeline of the development. P McGowan explained that the resource consent applications had been fast tracked and it was therefore hoped that the development work on Phase 1 could commence in late January early February 2022

Councillor Williams enquired if all the roading for the north-east development would be completed prior to building commencing. P McGowan advised that only the roading in Phase 1 would be completed at this stage.

Councillor Williams noted his concern about the impact of high volumes of trucks and trade vehicles would have on Kippenberger Avenue. He therefore requested that further investigation be carried out on the possibility of the roading network being completed at the start of the development. P McGowan agreed to do further work with staff on the possibility. However he was unsure if zoning requirements would allow this to happen at this stage given the District Plan changes expected.

*The Hearing was adjourned at 12.20pm and reconvened at 12.35pm.*

## **5. HEARING PANEL DELIBERATIONS**

L Beckingsale provided a brief overview of the outcomes of the public engagement. A total of seven submissions were received, of which six were in support of the development and one against. However, the submission received against the proposed development was opposed to all further development in Rangiora, which was outside of the scope of the consultation topic. Only one presenter, P McGowan, requested to speak at the hearing.

K LaValley confirmed that all surrounding landowners had been given the opportunity to either object or question any aspect of the proposed development, however none had taken up the option.

The members of the Panel agreed that there were no further questions regarding the submissions received and the decision on the development contributions seemed clear and had been agreed to by Bellgrove Ltd.

Mayor Gordon sought clarity on the delegation of the Panel and was advised that the panel's deliberations would be presented to the Council via a report on the outcomes of the hearing.

Moved: Councillor Williams

Seconded: Councillor Ward

**That** the North East Rangiora Development Hearing Panel:

- (a) **Receives** Memorandum No 210907142828.
- (b) **Adopts** Option 1, which supports the inclusion of the projects listed in the Proposed North East Rangiora Development Area.
- (c) **Supports** the development contributions as listed in the Council's Long Term Plan as depicted in the following table:

Construction	Financial year	Budget Amount	Impact
North East Rangiora North/South Collector Road	2023/24	\$500,000	Increase in District-wide rates of approximately \$3.83 per year
North East Rangiora North/South Collector Road	2028/29	\$500,000	Increase in District-wide rates of approximately \$3.53 per year
North East Rangiora North/South Collector Road - District Growth	2023/24, 28/29	\$1,000,000	Increase in District Roding Development Contributions of \$208 per new lot
North East Rangiora North/South Collector Road – Outline Development Plan Growth	2023/24, 28/29	\$6,000,000	Increase in North East Rangiora ODP Roding Development Contributions of \$4,444 per new lot
Kippenberger/MacPhail Roundabout	2022/23	\$416,250	Increase in District-wide rates of approximately \$2.14 per year
Kippenberger/MacPhail Roundabout - District Growth	2022/23	\$416,250	Increase in District Roding Development Contributions of \$87 per new lot
Kippenberger/MacPhail Roundabout - Outline Development Plan Growth	2022/23	\$416,250	Increase in North East Rangiora ODP Roding Development Contributions of \$308 per new lot
North East Rangiora Shared Path (East/West Collector Road)	2028/29	\$220,000	Increase in North East Rangiora ODP Roding Development Contributions of \$163 per new lot

- (d) **Notes** that the existing community would benefit from the work and therefore allocates the cost for the work between the benefitting parties (development growth and existing levels of service) and acknowledges that this option also aligns with delivering on the other Council strategies such as the Walking and Cycling Strategy and shares the development costs across the development area.

**CARRIED**

Councillor Williams noted that the development was inevitable, as this was prime land suitable for development, and was much anticipated by both developers and future buyers.

Councillor Ward stated that this development proposal was well thought out and would deliver good results for both the community, Rangiora and the Waimakariri District.

Mayor Gordon endorsed his colleagues comments and noted his support for the cost recovery proposals which was why he was in supported of Option One.

Councillor Williams also noted that the development would be an important cycle/pedestrian link from the schools and Rangiora Central to the new MainPower Sports Stadium and would be beneficial to children, giving them the ability of accessing the stadium after school.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 1.36PM.

CONFIRMED

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

# Statement of Proposal

Proposed North East Rangiora  
Development Area

## Introduction

The Waimakariri District is one of the fastest growing districts in New Zealand.

Up to 15,000 houses may be needed to accommodate population change over the next 30 years, together with business, infrastructure and public facility requirements.

We're planning some growth for our urban areas. For Rangiora one of our planned areas for growth eastward.



**Figure 1 – Map of Rangiora urban growth directions**

This has already been identified in the District Development Strategy 2048 as an area of residential growth and a supporting outline development plan has been drafted.





**Figure 2 – North East Rangiora Outline Development Plan (ODP) Area**

## Nature of Proposal

The Council is proposing changes to the level of [development contributions](#) for this area and an increase in [rates](#) to build a transport network to service development of the North East Rangiora Area between Kippenberger Avenue north through to Coldstream Road.

Development contributions are the contributions that the Council levies on the developers of new properties and new development that place additional demand on infrastructure in the District. These funds are used to provide the additional reserves, water, sewer, drainage, roads and community infrastructure needed to meet the demands generated by new residential and non-residential developments.

Rates provide funding for Council services and activities after income from other sources such as fees, user charges and subsidies has been allowed for.

## Reason for this Proposal

### Background

The timing of proposed development for this area requires that infrastructure funding be provided to ensure that growth costs are captured and funded over the whole of the development area.

Part of the draft Outline Development Plan for the transport network for the Proposed North East Rangiora Development Area includes the following.

- A north/south road from Kippenberger Avenue through to Coldstream Road
- A roundabout at Kippenberger Avenue and McPhail Avenue

- An east/west collector road with a shared pathway along the within the development

It should be noted that specific road classifications are intended to be determined at the time development is proposed and will be aligned then to match the eventual roading classification system

Building this infrastructure benefits those in the development area as well as those in wider Rangiora. It also supports a connection that will link to the proposed Eastern Link Road, from Lineside Road through to Coldstream Road.

For this reason we are proposing that funding of this work be split in the following way:

The north/south collector road from Kippenberger Avenue through to Coldstream Road:

- 75% funded through the North East Rangiora Outline Development Plan (ODP) development contributions (area to the north of Kippenberger Avenue)
- 12.5% funded through the District Roding development contribution
- 12.5% funded through District-wide rates.

The roundabout at Kippenberger Avenue and McPhail Avenue:

- 33.3% funded through the North East Rangiora Outline Development Plan (ODP) development contributions (area to the north of Kippenberger Avenue)
- 33.3% funded through the District Roding development contribution
- 33.3% funded through District-wide rates.

The shared pathway along the east/west collector road within the development:

- 50% funding through the North East Rangiora Outline Development Plan (ODP) development contributions
- 50% funding through the Roding Subdivision Contribution budget (existing budget).

This statement is to inform and seek feedback from current property owners in this area of the proposed changes to the development contributions and how it links to a higher level of service being provided for in the future.

Current residents north of Kippenberger Avenue would only pay increased development contributions if they develop their land. If no development is undertaken then no payment will be required.

The construction costs will primarily be met through development contributions both District-wide and targeted on the Outline Development Plan area. These are outlined in the table below. There will be a small increase in District-wide rates for the construction of the collector road and roundabout. These changes will start to take effect in 2022 through to 2029.

**Details on the impact on rates and development contributions for this development are detailed below:**

<b>Construction</b>	<b>Financial year</b>	<b>Budget Amount</b>	<b>Impact</b>
North East Rangiora North/South Collector Road	2023/24	\$500,000	Increase in District-wide rates of approximately \$3.83 per year
North East Rangiora North/South Collector Road	2028/29	\$500,000	Increase in District-wide rates of approximately \$3.53 per year
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North East Rangiora Shared Path (East/West Collector Road)	2028/29	\$220,000	Increase in North East Rangiora ODP Roding Development Contributions of \$163 per new lot

The Development Contribution Schedule will be updated accordingly.

## Options available to the Council

The options available to the Council are the following:

1. Support the inclusion of the projects listed above in the Council’s Long Term Plan at the funding levels noted. This option recognises that the existing community will benefit from the work and therefore allocates the costs for the work between the benefitting parties (development growth and existing levels of service). This option also aligns with delivering on other Council strategies such as the Walking and Cycling Strategy and shares the development costs across the development area.
2. Do not support the inclusion of the projects listed above in the Council’s Long Term Plan at the funding levels noted. This option means that a lower level of service will be provided through

the development of the North East Rangiora development area in that off-road shared paths are unlikely to be provided.

## Legislative requirements Council must consider

*Local Government Act 2002*: Section 82 Principles of consultation; Section 83 Special consultative procedure.

## Community Outcomes

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

- The Council makes information about its plans and activities readily available
- The Council takes account of the views across the community including mana whenua
- Opportunities for collaboration and partnership are actively pursued.

Transport is accessible, convenient, reliable and sustainable

- The standard of our District's transportation system 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

People have wide-ranging opportunities for learning and being informed

- Our people are easily able to get the information they need.

## Copies of the Proposal

Copies of the Statement of Proposal for the Proposed North East Rangiora Development Area can be picked up or viewed at any Council Service Centre or Library during normal opening hours, or downloaded from the Council's website: [waimakariri.govt.nz](http://waimakariri.govt.nz) during the consultation period.

### **Feedback \*build in feedback form\***

Submissions on this proposal can be made either online at [waimakariri.govt.nz/letstalk](http://waimakariri.govt.nz/letstalk), via email ([office@wmk.govt.nz](mailto:office@wmk.govt.nz)) or through posting in this feedback form.

You can provide feedback on this proposal to the Council between 23 July and 24 August 2021.

1. I support this proposal:  
Comments:
2. I do not support this proposal:  
Comments:

Let us know if you wish to speak to your submission at the Hearing:

- I want to provide feedback in person
- I want to present feedback online

Please include your:

- Name
- Address
- Phone number
- Email address.

Post: North East Rangiora Development  
Freepost 1667  
Waimakariri District Council  
Private Bag 1005  
Rangiora

Anonymous feedback will be considered at the Council's discretion. The submissions will be heard by a Council Hearing Panel **on X at Xpm** at the Rangiora Service Centre.

**For more Information:**

Contact: Kelly LaValley  
Project Delivery Manager  
Email: [Kelly.lavalley@wmk.govt.nz](mailto:Kelly.lavalley@wmk.govt.nz)  
Phone: 0800 965 468

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** RAT-06 / 210517078096

**REPORT TO:** Council

**DATE OF MEETING:** 5 October 2021

**FROM:** Simon Collin, Infrastructure Strategy Manager

**SUBJECT:** Reconsideration of the 3 Waters Rating Structure

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

  
 Department Manager

  
 Chief Executive

## 1. **SUMMARY**

- 1.1 This report provides the background to a review of 3 Waters rating structures that was previously carried out in 2017, and provides options for Council to consider in re-engaging with this issue, that are dependent on the timetabling and outcome of the Government's Three Waters Reform process.
- 1.2 A 3 Waters Rating Working Party was established following a 7 March 2017 report (refer TRIM 170223017410 – Attachment i), that noted Council was facing challenges from forecast substantial increases in rates for some water and wastewater schemes, and that there was some public concern about the equity of the drainage rating structure across the District.
- 1.3 The original August 2017 report from the Working Party to Council (refer TRIM 170721076345 – Attachment ii) recommended that consultation regarding district wide rating for 3 Waters commence in the first half of 2019. However Council decided that since there were a number of other significant public consultations under way at that time, or would be by 2019, engagement with the community should be delayed by the period of one LTP cycle to commence in 2022. This decision was also influenced by the acknowledged complexity of the issue.
- 1.4 The 1 August 2017 resolution was that Council:
- a) **Approves** including in the draft 2021/31 Long Term Plan a proposal to carry out a comprehensive public engagement process regarding an alternative 3 Waters rating structure that is based on:
    - i. A common sewer rate for all connected properties in the district
    - ii. A common water supply rate for all properties connected to an urban supply, and a separate common rate for those connected to a restricted water supply, and
    - iii. A common drainage rate for all properties within existing urban drainage rating areas, and a separate common rate for those in rural drainage rating areas

- b) **Notes** that this engagement process is proposed to commence in 2022, and that Council staff will seek approval from Council before commencing consultation.
- 1.5 Many of the previously forecasted substantial rate rises on smaller schemes have been resolved through the Government's recent Shovel Ready and Stimulus funding packages. Nonetheless the underlying issue that small utility schemes struggle to pay for operational and upgrade costs to meet higher legislative standards, remains. This is illustrated by Attachments iii and iv which show current projections for water supply rates over the coming 10 years.
- 1.6 The Government's Three Waters Reform proposals have created timetabling issues with respect to the intended programme included in the previous Council resolutions on this matter. There is little point in carrying out the sort of comprehensive and complex community consultation that would be required for a rating review across the 3 Waters activities, while there is still so much uncertainty about the outcome of the Three Waters Reforms. It is therefore recommended that, with the exception of stockwater and possibly rural land drainage, no decision be made regarding whether to proceed with further consideration of district wide rating until there is greater certainty about the outcome of the reforms.
- 1.7 Stockwater was not included in the original study, but triggered by the Stockwater Race Bylaw review in 2019, and work by the Waimakariri Water Zone Committee, staff now recommend that this activity should be included in any rating structure review. A stockwater rates review could be programmed so that, subject to public consultation, changes would be implemented at the start of the next LTP period in 2024

Attachments:

- i. Council report, (Trim 210604090099) – "Alternative 3 Waters Rating Structures", which sought to approve the formation of the Working Party
- ii. Council report, (Trim 210604090109) – "3 Waters Alternative Rating Structure"
- iii. 2021 graph of projected rates for urban water supplies. (Trim 210604090093)
- iv. 2021 graph of projected rates for restricted water supplies. (Trim 210604090094)
- v. Review of drainage and stockwater rates for environmental benefits - 3 Waters Ratings Review (Trim 210604090111)

## 2. **RECOMMENDATION**

**THAT** the Council:

- (a) **Receives** report No. 210517078096.
- (b) **Notes** the difficulties that the Government's Three Waters Reform proposals have made to the originally intended programme for public consultation on the matter of 3 Waters district wide rating.
- (c) **Agrees** that any decision to commence reconsideration of 3 Waters rating structures should be postponed until after clarity about the outcome of the Three Waters Reforms has been reached.
- (d) **Requests** that staff will report back to Council on this matter after the outcome of the proposed Three Waters Reforms is known.
- (e) **Notes** that an opportunity exists to proceed with consideration of rating structure changes for stockwater and or rural land drainage activities, whether or not the Three Waters Reforms proceed in their current form.



- (f) **Notes** the following possible programme of key dates, based on the assumption that certainty regarding the Three Waters Reforms is achieved by March 2022, and which could apply to either a full 3 Waters activities rates review, or stockwater and rural land drainage only:

Period	Action
March 2022	Signal Council's intent to consider proposal for 3 Waters district wide rating review in the draft Annual Plan
April - July 2022	Establish a Working Party to review and update the proposals and effects on rates considered by the original Working Party, potentially extending the scope to include stockwater
August 2022	Report to Council seeking endorsement of the updated conclusions from the Working Party
October 2022	Local Body elections
February 2023	Report to new Council to confirm the August 2022 resolution
April - July 2023	Special Consultative Procedure to seek community views
August - December 2023	Prepare draft budgets based on the SCP outcome
July 2024	Implementation with 2024/34 LTP

- (g) **Notes** that if decisions about the Three Waters Reform have not been made by March 2022, there will not be adequate time to reconsider 3 Waters rating structure in time for their implementation in the 2024/34 LTP.

### 3. **BACKGROUND**

- 3.1 A 3 Waters Rating Working Party was established following a 7 March 2017 report (Attachment i) that noted Council was facing some challenges from forecast substantial increases in rates for some water and wastewater schemes, and that there was some public concern about the equity of the drainage rating structure.
- 3.2 At that time, Fernside and Loburn Lea sewer rates, and Garrymere, Poyntzs Road, Oxford Rural No.1 and Ohoka water supply rates were facing increases of between \$250 and \$3,700 per property over the next few years. Water scheme costs increases were primarily driven by the need to meet NZ Drinking Water Standards, while for the sewer schemes meeting consent conditions was the issue.
- 3.3 Excluded from the Working Party scope were stockwater, unconnected properties, private water supply and sewer schemes, the Ashley Rural Water Scheme and water metering as a charging mechanism. These categories would either not be affected by any change in rating structure, or were considered to be matters that may need to be addressed separately from the 3 Waters rating structure review.
- 3.1. Currently, 3 Waters rates are structured around the cost of running the service being shared amongst the users of each scheme. The alternative approach considered by the Working Party was for property owners to pay the same rate for the same level of service, regardless of the location of the property, or scheme they are connected to. This second principle is already in use to some degree, with the Eastern Districts Sewer Scheme, the

district wide flooding rate, and the recently introduced District Water UV rate for water supplies.

- 3.4 Consideration of the effects on the rates for individual property owners is complex. The geographical boundaries for the water supply, wastewater, and drainage schemes do not coincide, so there are a range of different rating effects depending on which combination of schemes a particular property falls within. In addition there is currently a wide range of different rates structures for the same activity. Some examples are:
- a) 5 different drainage rating structures, ranging from a simple land value basis, through to fixed plus variable structures, based on either land value, or land area;
  - b) Eastern Districts sewer rates are based on the number of toilet pans or urinals, while for Oxford, Loburn Lea and Fernside, a connection based rate is used; (This will change shortly when Loburn Lea and Fernside are connected to the EDSS, courtesy of the Government's Stimulus funding)
  - c) Some restricted water supplies are charged per unit of water (1 unit = 1m<sup>3</sup>), while others are part fixed charge and part per unit of water.
- 3.5 The Working Party (WP) first considered two alternative rating structures for each of water supply, wastewater and drainage. Average potential rate changes were considered for both individual utilities, and for the effect of combining all three 3 Waters services. The Working Party were also presented with the maximum/minimum range of potential rates increases/decreases, which would arise from the options under examination.
- 3.6 On the basis of this information the WP selected an option for further examination, which subsequently became the option recommended to Council in 2017. This option is shown in 3.9 (a) below.
- 3.7 A further separate proposal considered by the WP was to increase the district wide flood rate already in existence, by the sum of \$6.00 per property. Council accepted this proposal at the time and it was brought into effect in 2018, so needs no further consideration.
- 3.8 In examining the final option the WP considered sub-options that assessed the effects on rates if the changes were made over either a 20 year or 10 year period. It also looked at how long the transition would take if current high rates (such as those paid for Cust urban water) were fixed at the current rate, until other rating schemes "caught up". This was typically in the 50 to 90 year range.
- 3.9 The WP concluded that while complex, consultation with the community on this issue should be undertaken. It was recommended to Council that consultation should be commenced in 2019. However this recommendation was not upheld and Council instead resolved that it:
- a) **Approves** including in the draft 2021/31 Long Term Plan a proposal to carry out a comprehensive public engagement process regarding an alternative 3 Waters rating structure, that is based on:
    - i. A common sewer rate for all connected properties in the district
    - ii. A common water supply rate for all properties connected to an urban supply, and a separate common rate for those connected to a restricted water supply, and

iii. A common drainage rate for all properties within existing urban drainage rating areas, and a separate common rate for those in rural drainage rating areas

b) **Notes** that this engagement process is proposed to commence in 2022, and that Council staff will seek approval from Council before commencing consultation.

3.10 In 2020, an internal memo was written (Attachment v), which identified a potential wider community benefit from naturalising drains to more sustainable forms. The memo was triggered by the Stockwater Race Bylaw review; a growing awareness of drainage needs outside of current drainage rated areas; and the preparation of the Drainage Management Review. The latter was a recommendation of the Zone Implementation Programme Addendum (ZIPA).

3.11 The memo recommended that *the next 3 Waters Rating Review consider recognition of wider environmental benefits of the stockwater and drainage networks, such as the possible options in this memo to find a preferred option, with the intention to consult with the public on a preferred option.* No decision or action has been taken on this initiative at this point in time.

3.12 This report sets out options for progressing consideration of 3 Waters rating reform in light of the Government's Three Waters Reform programme.

#### **4. ISSUES AND OPTIONS**

4.1. The underlying issue that prompted the formation of the WP remains. Small rural schemes face considerable financial hurdles if they are going to meet increasing legislative standards, such as the NZ Drinking Water Standards, or consent conditions.

4.2. However the immediate specific scheme problems that were of concern when the WP was formed have been resolved. Some were resolved through the use of a district wide rating mechanism such as the District Water UV rate, (e.g. Garrymere water supply), and more recently Shovel Ready and Stimulus funding has enabled some projects, for which funding would have been a stumbling block, to proceed (e.g. Fernside and Loburn Lea wastewater).

4.3. While that takes immediate pressure off these small rural schemes they continue to have very high rates relative to urban areas, which limits their capacity to properly maintain their assets, or to meet any requirements for improvements which may arise in the future. With the imminent handing over of regulatory responsibility from the Ministry of Health to Taumata Arowai, it is clear that new costs will be imposed through impending new drinking water standards – as explained in a briefing to the Utilities and Roding Committee on 18 May 2021 from the Water Asset Manager.

4.4. The issue is illustrated graphically on Attachments iii and iv which show the current projected rates for the next 10 years for urban and restricted water supplies respectively. The graphs do not include the potential additional costs mentioned in the previous paragraph. Poyntz Road water rates are projected to remain at about \$600 higher than the average of the other rural schemes, and the \$600 projected rise in water rates for Cust in 2029/30, to upgrade the network to meet firefighting standards, is of sufficient magnitude to mean that the project would be unlikely to proceed.

#### **Three Waters Reform**

4.5. The advent of the Government's Three Waters Reform programme in 2020 created significant timetabling issue with respect to the intended programme included in the original

Council resolutions on this matter. There is little point in carrying out the sort of comprehensive and complex community consultation that would be required for a rating review across the 3 Waters activities, while there is still so much uncertainty about the outcome of the proposed reforms. It is therefore proposed that no decision be made regarding whether to proceed with further consideration of district wide rating until it is clear whether Council will be part of the reforms or not. The possible exception to this is for stockwater and/or rural land drainage, which is considered further in clause 4.7

- 4.6. The August 2017 Council resolution stated that engagement with the community should commence in 2022. The intent was that engagement in 2022 would allow time to enable implementation at the start of the next LTP period on 1st July 2024. If it is clear by March 2022 that Council is not to become part of those reforms, then this implementation date would still be possible, as set out in the following draft programme. There would be some overlap between the necessary Special Consultative Procedure, and the 23/24 Annual Plan process which would need careful management.

Period	Action
March 2022	Signal Council's intent to consider 3 Waters district wide rating in the draft Annual Plan
April – July 2022	Establish a Working Party to review and update the proposals and effects on rates considered by the original Working Party, potentially extending the scope to include stockwater
August 2022	Report to Council seeking endorsement of the updated conclusions from the Working Party
Oct 2022	Local Body elections
Feb 2023	Report to new Council to confirm the August 2022 resolution
April -July 2023	Special Consultative Procedure to seek community views
Aug –Dec 2023	Prepare draft budgets based on the SCP outcome
July 2024	Implementation

- 4.7. If decisions about the Three Waters Reform have not been made by March 2022, the opportunity to reconsider 3 Waters rating structure in time for their implementation in the 2024 LTP is lost, as there is not time post the October 2022 Local Body elections to carry out the necessary actions from the above table.

#### **Stormwater and Stockwater**

- 4.8. Stockwater was not included in the original 3 Waters rating review, but, as provided in more detail in Attachment v, there is a case to be made that the stockwater and rural land drainage networks provide environmental benefits to the wider community, such as amenity and ecological values, and recharge of aquifers. If this concept is accepted then the corollary is that there is also an argument for changing the stockwater rating structure so that the wider community is rated, at least in part, for stockwater and rural land drainage networks
- 4.9. There has also been a view raised by some of the Drainage Advisory Groups that there is a lack of equity with the current rating structure, as while they benefit from the rural land drainage schemes they are effectively managing water generated from upstream properties who do not pay drainage rates. Additionally some areas that are not rated for drainage have

an expectation that Council should have a more proactive role in managing and maintaining drains and waterways in areas outside of the current Drainage Rating Areas (DRA's). While the District Drainage rate of \$6 per property. Provides some ability for Council to do work in areas outside of current DRA's this is limited and does not address the equity issue that has been raised.

- 4.10. Stormwater is proposed to be included in the Government's Three Waters Reform proposals but there is not yet complete clarity about the scope of the stormwater activities that would be transferred. The likely area to be excluded, if anything, would be rural land drainage, although the recent report released by DIA on the "*Proposed approach to the transfer of stormwater functions and delivery to new water service entities*" indicates that measures, such as interface agreements will be put in place to avoid stranded assets and functions.
- 4.11. Whether or not the reforms proceed, consideration could still be given to whether a rating review of the stockwater and rural land drainage should be carried out. However, clarity about what stormwater functions are to remain outside the scope of the Three Waters Reforms would need to be forthcoming by March 2022 for this to happen.
- 4.12. Should Council decide to pursue this reduced scope rating review covering stockwater and rural land drainage, the timetable would be the same as that shown in the table in 4.6 above.

4.13. **Implications for Community Wellbeing**

There are no implications on community wellbeing from the issues and options that are the subject matter of this report. Should Council decide to change the 3 Waters rating structure in the future, community wellbeing will have to be taken into account

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are not likely to be affected by the subject matter of this report, but should Council decide to change the 3 Waters rating structure in the future, the views of Te Ngāi Tūāhuriri hapū will need to be considered.

5.2. **Groups and Organisations**

There may be groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. No feedback has been specifically sought from affected groups on this issue. However some Drainage Advisory Groups have expressed the unsolicited view that there is a lack of equity with the current Drainage Rating Areas (DRA's), and there may be some frustration at the delay in Council's ability to progress the issue.

5.3. **Wider Community**

The wider community is not likely to be affected by, or to have an interest in the resolutions of this report. The issue of 3 Waters rates review originated internally. No engagement with the wider community has taken place on this issue, and there has been no discernible view from the community that change is needed.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are no financial implications of the decisions sought by this report. The decisions push out any significant decision making, and the status quo will remain in place.

**6.2. Sustainability and Climate Change Impacts**

The recommendations in this report do not have climate change impacts. Long term, if the Council is not included in the Three Waters Reform process, and does not address future sharply rising rates for small utility schemes, sustainability concerns may arise.

**6.3. Risk Management**

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

**6.4. Health and Safety**

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

**7. CONTEXT**

**7.1. Consistency with Policy**

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

Should a full review of Council's 3 Waters rating structure eventuate, it will be a matter of significance and a Special Consultative Procedure will be undertaken to seek community views.

**7.2. Authorising Legislation**

Any changes to the rating structure would need to comply with the Local Government (Rating) Act 2002. Consultation process would need to comply with the Local Government Act 2002

**7.3. Consistency with Community Outcomes**

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

**7.4. Authorising Delegations**

This is a Council decision, so delegations need not be considered.

WAIMAKARIRI DISTRICT COUNCILREPORT

FILE NO and TRIM NO: IFR-01 / 170223017410

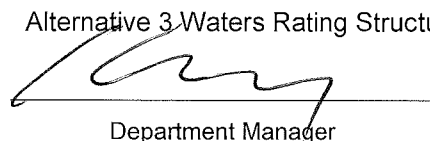
REPORT TO: Council

DATE OF MEETING: 7 March 2017

FROM: Simon Collin, Infrastructure Strategy Manager

SUBJECT: Alternative 3 Waters Rating Structures

SIGNED BY:  
(for Reports to Council or  
Committees)



Department Manager



Chief Executive

## 1. SUMMARY

- 1.1. The purpose of this report is to gain approval for the formation of a Council Working Party to consider potential options for alternative rating structures for water supply, wastewater and land drainage/stormwater, and to appoint Councillors to that Working Party.
- 1.2. Council faces some challenges with respect to forecast substantial increases in rates for some water and wastewater schemes, arising from the need to meet regulatory standards. For drainage, some public concern has been expressed about the equity of current rating structures
- 1.3. These challenges present an opportunity to consider alternative rating structures as a way of dealing with the issues.
- 1.4. The issues and potential options are complex, and establishing a working party is recommended as the most practical way to consider them.

### Attachments:

- i. Draft Terms of Reference

## 2. RECOMMENDATION

THAT the Council

- (a) **Receives** report No. 170223017410.
- (b) **Approves** the formation of a 3 Waters Rating Working Party to consider the issues and options relating to the equity of current 3 waters rating structures and the challenge presented by forecast increasing rates for some schemes.
- (c) **Appoints** Cr Felstead, as the Portfolio holder for Finance and the LTP, to the chair of the 3 Waters Rating Working Party.



- (d) **Appoints** Cr Williams, as the Portfolio holder for Utilities as a member of the 3 Waters Rating Working Party
- (e) **Appoints** Cr Stewart, as the Portfolio holder for Drainage and Stockwater as a member of the 3 Waters Rating Working Party
- (f) **Notes** that the Mayor, is an ex officio member of the 3 Waters Rating Working Party
- (g) **Appoints** two further Councillors ....., ..... as members of the 3 Waters Rating Working Party, to make up a total of 6 members.
- (h) **Adopts** the draft Terms of Reference shown in Attachment (i) as the 3 Waters Rating Working Party Terms of Reference.

### 3. **ISSUES AND OPTIONS**

#### 3.1. **Background**

- 3.1.1. In both the water and wastewater activity areas Council faces an issue of significantly rising rate costs for some individual water and sewer schemes, that require substantial capital expenditure in order to meet regulatory standards. For water supplies, meeting the NZ Drinking Water Standards is the challenge, and for wastewater schemes, meeting consent conditions.
- 3.1.2. For land drainage, in the context of the expansion of the Ohoka and Kaiapoi drainage rated areas last year, concern has been expressed by ratepayers within drainage rated areas that it is inequitable for properties upstream of drainage rated areas to not be paying any drainage rates, when water draining off their land is contributing to the drainage problems lower in the catchment.
- 3.1.3. Following those concerns being raised, Council noted that *“Council staff will undertake a review of drainage rating throughout the rest of the district and report back to Council with options for consideration during the 2016/17 FY”*.
- 3.1.4. Generally the philosophy behind the 3 Waters current rating structures is that the individual community pays the full costs of running the infrastructure that supplies them with the service. This results in widely disparate costs for similar levels of service. For example Mandeville water supply costs \$379 for two units of water, while Garrymere costs \$1121 for two units of water. Furthermore, the Garrymere supply is not compliant with the drinking water standard, and if the Garrymere community is to shoulder the full costs of the necessary upgrade, their water rates will rise by approximately a further \$900 p.a.
- 3.1.5. If the Council is to consider moving to alternative 3 Waters rating structures, it needs to be in a position to advocate for the principles that will support any proposed changes during consultation.
- 3.1.6. Understanding the effects of different potential options can be quite complex as (i) there is a large number of current different rating structures (22 for water, 4 for sewer and 13 for land drainage), and (ii) the boundaries of the various different schemes rarely coincide.
- 3.1.7. It is therefore considered that establishing a working party to enable a subset of Councillors to work through the principles and options arising from the application of those principles is the most practical way for Councillors to be in a position to make an informed decision about whether to proceed to consultation with district wide rating options or not.

- 3.1.8. Because of the potential time commitment that the working party will entail, and the need for the Working Party to make its recommendations back to Council in early July it is recommended that the Working Party be made up of 6 members.
- 3.1.9. Draft Terms of Reference are included in Attachment (i). It is proposed that staff members from Finance, Rates and 3 Waters should provide support to the 3 Waters Rating Working Party.
- 3.1.10. It is estimated that a minimum of four two hour meetings will be needed between 7 March and early June, in order to properly consider the principles and options.
- 3.1.11. It is suggested that since Tuesday's are Council days, Tuesday's from 10.00 to 12.00 may be a suitable time for the meetings to be held. Possible alternatives are Wednesdays between 5 and 7, or Thursdays 5 to 6.30 ( as Oxford Community Board starts at 7.00).
- 3.2. The Management Team/CEO has reviewed this report and supports the recommendations.

#### **4. COMMUNITY VIEWS**

- 4.1. Community views would be sought as part of a Special Consultative Process, after the Working Party has considered the issues and made its recommendations to Council

#### **5. FINANCIAL IMPLICATIONS AND RISKS**

- 5.1. There are no financial implications, or risks from setting up a Working Party to consider the issues and options

#### **6. CONTEXT**

##### **6.1. Policy**

While implementation of alternative 3 Waters rating structures would be a matter of significance in terms of the Council's Significance Policy, the formation of a Working Party to consider the options is not .

##### **6.2. Legislation**

N/A

##### **6.3. Community Outcomes**

This report relates to the following community outcomes:

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



**TERMS OF REFERENCE  
COUNCIL AND COMMITTEES**

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**3 Waters Rating Working Party - Draft**

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**1. Membership**

The Working Party will comprise of total of 6:

Chair : Cr Felstead

*ex officio:* The Mayor

Members : Crs Williams, Stewart, .....,.....

**2. Quorum**

4 members.

**3. Scope**

3.1 The Working Party will investigate alternative rating structures for the 3 Waters activities to resolve cost and equity issues arising from the current rating structures.

3.2 The Working Party will report back to Council recommending:

- a) the options for alternative rating structures that the Working Party considers best meets the objectives set out below and,
- b) whether Council should proceed to consultation on those options.

3.3 The Working Party will lead the consultation and engagement process, in the event of Council deciding to progress the concept of alternative rating structures, and seek community views.

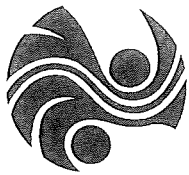
**4. Objectives**

4.1 To consider and agree on the principles that would support any change to the rating structures for 3 Waters

4.2 To consider and evaluate alternative rating structures that will:

- a) mitigate the potential effect on rates that meeting regulatory standards will impose on some small water/wastewater schemes
- b) be consistent with the principles from 4.1
- c) have the potential to be regarded as equitable by the wider community

4.3 To consider ways in which phasing in the changes to rating structures might make the changes more acceptable.



TERMS OF REFERENCE  
COUNCIL AND COMMITTEES

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**3 Waters Rating Working Party - Draft**

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**5. Meeting Frequency**

As required.

**6. Staff Executive**

Project Lead : Simon Collin  
Finance : Jeff Millward  
Rating : Maree Harris  
Utilities & Roading : Gerard Cleary  
3 Waters : Kalley Simpson

WAIMAKARIRI DISTRICT COUNCILREPORT

**FILE NO and TRIM NO:** RAT-06/ 170721076345

**REPORT TO:** Council

**DATE OF MEETING:** 1 August 2017

**FROM:** Simon Collin, Infrastructure Strategy Manager, on behalf of the 3 Waters Rating Working Party

**SUBJECT:** 3 Waters Alternative Rating Structure

**SIGNED BY:**  
(for Reports to Council or Committees)



Department Manager



Chief Executive

**1. SUMMARY**

- 1.1. The purpose of this report is to provide Council with the outcomes from the 3 Waters Rating Working Party meetings, and to seek Council approval on the elements proposed to be included in the draft 2018 – 2028 Long Term Plan.
- 1.2. The 3 Waters Rating Working Party was established following a 7 March 2017 report (TRIM 170223017410 – Attachment i) that noted Council was facing some challenges from forecast substantial increases in rates for some water and wastewater schemes, and that there was some public concern about the equity of the drainage rating structure.
- 1.3. After considering a number of different options at a high level the working party examined in detail the effect on rates of:
  - i. A common sewer rate for all connected properties in the district
  - ii. A common water supply rate for all properties connected to an urban supply, and a separate common rate for those connected to a restricted water supply
  - iii. A common drainage rate for all properties within existing urban drainage rating areas, and a separate common rate for those in rural drainage rating areas
  - iv. Increasing the flood rate that is currently part of the general rate
- 1.4. The Working Party concluded that there would be some merit in publicly consulting on the options described by items i, ii, and iii above, but that consultation would be better delayed until after the next LTP has been finalised in 2018.
- 1.5. The Working Party felt that the proposal to increase the flood rate, by a suggested \$6 per property, would not need to be delayed, and could be included as a proposal in the draft 2018/2028 Long Term Plan.
- 1.6. Notwithstanding, those views, it is recommended that final consideration of the inclusion of a small increase in the flood rate, would best be made at the same time that the whole of the draft 2018/2028 is being finalised early in 2018.

Attachments:

- i. Council report, (TRIM No. 170223017410) – “Alternative 3 Waters Rating Structures”, which also contains the Working Party Terms of Reference
- ii. Graph illustrating the introduction of a new rating structure over a ten year period for urban water supplies (Trim No. 170717073924)
- iii. Graph illustrating the capped option for introducing a common rating structure. (Trim No. 170717074012)

**2. RECOMMENDATION**

**THAT** the Council:

- (a) **Receives** report No. 170721076345.
- (b) **Approves** including in the draft 2018/28 Long Term Plan a proposal to carry out a comprehensive public engagement process regarding an alternative 3 Waters rating structure, that is based on:
  - i. A common sewer rate for all connected properties in the district
  - ii. A common water supply rate for all properties connected to an urban supply, and a separate common rate for those connected to a restricted water supply, and
  - iii. A common drainage rate for all properties within existing urban drainage rating areas, and a separate common rate for those in rural drainage rating areas
- (c) **Notes** that this engagement process is proposed to commence in the first half of 2019, and that Council staff will seek approval from Council before commencing consultation.
- (d) **Requires** that staff bring back a recommendation to Council in January 2018 for the inclusion of an additional \$6 per property to the flood rate in the draft 2018/2028 LTP.
- (e) **Thanks** the Working Party for the time and effort they have put into considering this issue.

**3. THE ISSUE**

- 3.1. A 3 Waters Rating Working Party was established following a 7 March 2017 report that noted Council was facing some challenges from forecast substantial increases in rates for some water and wastewater schemes, and that there was some public concern about the equity of the drainage rating structure.
- 3.2. That report, which includes the Terms of Reference of the Working Party, is included in this report as Attachment i.
- 3.3. In particular, Fernside sewer, and Garrymere, Poyntzs Road, Oxford Rural No1 and Ohoka water supply rates are facing increases of between \$250 and \$3,700 per property over the next few years.
- 3.4. Excluded from the Working Party scope were stock water, unconnected properties, private water supply and sewer schemes, the Ashley Rural Water Scheme and water metering as a charging mechanism. They would either not be affected by any change in rating structure, or were considered to be matters that may need to be addressed separately from the 3 Waters rating structure review.

- 3.5. It is expected that the sorts of funding challenges facing Garrymere, Fernside etc, will arise for other small schemes in the future, driven by:
- More stringent consent conditions upon renewal
  - Increasing public expectations about waterway health
  - Public health issues – e.g. Drinking Water Standards
  - Potential groundwater contamination leading to pressure to extend serviced areas
  - New legislation e.g. potential outcome from the Havelock North water supply contamination, or waterway standards

#### 4. OPTIONS

- 4.1. The Working Party (WP) first considered the principle underlying the current rating structure, and the alternative principle that would need to be supported if any changes were to be made. Currently, 3 Waters rates are structured around the cost of running the service being shared amongst the users of each scheme. The alternative approach is for property owners to pay the same rate for the same level of service, regardless of the location of the property, or scheme they are connected to
- 4.2. A brief recap of the current rating system complexities was also undertaken. For example there are currently 5 different drainage rating structures, ranging from a simple land value basis, through to fixed plus variable structures, based on either land value, or land area.
- 4.3. The initial suite of options that the WP selected as having potential to mitigate the effect on rates that meeting regulatory standards would impose on small water/wastewater schemes were:
- a) Wastewater
    - A single sewer rate for all connected properties in the district.
    - A single sewer rate for all connected properties in the district with the exception of Oxford.
  - b) Water supply
    - A single water supply for all connected properties in the district.
    - Two separate rates. One common rate for all urban supplies and one common rate for the restricted water supplies.
  - c) Drainage
    - One common rate for all urban drainage areas and one common rate for all current rural drainage rated areas.
    - One common rate for all drainage areas in the district (urban and rural).
  - d) Flooding
    - As an optional additional proposal, separate from the other change of structure proposals, increase the existing district wide flood rate to deal with areas that are not currently in a drainage rated area that contribute to downstream issues in a flood event.
- 4.4. The flood rate proposal in (d) above was driven by two factors. Firstly public concern in some quarters that the current drainage rating structure is inequitable, because current drainage rated areas have to deal with water coming from non-drainage rated areas.



Secondly the lack of any current funding to deal with a low level but consistent demand for Council to address flooding issues within the wider district. A demand which is not being met.

A small rate applied to every property in the district and able to be applied anywhere in the district would enable staff to respond to customer requests for Council action on flooding issues. It would also potentially help with the equity concern because the funds could also be used in those drainage rated areas where this concern exists.

- 4.5. Tables showing the average rate changes for options 4.3 (a)-(d) were examined, including tables that added together the effects of rates changes for all three waters. Where relevant the range of the rates changes were also considered, so that the WP members had an understanding of the largest rates reductions that would arise from the options under consideration, as well as the largest increases that would occur.
- 4.6. On the basis of this information the WP selected the option set out below for further examination.
  - i. A common sewer rate for all connected properties in the district
  - ii. A common water supply rate for all properties connected to an urban supply, and a separate common rate for those connected to a restricted water supply
  - iii. A common drainage rate for all properties within existing urban drainage rating areas, and a separate common rate for those in rural drainage rating areas
  - iv. Increasing the district wide flood rate that is currently part of the general rate

In addition more detail was requested on the effect on Oxford sewer rates of moving to a pan based rate. The WP also wished to have an understanding of the current debt held by each scheme.

- 4.7. A key aspect of this rating structure is that it avoids the prospect of urban properties subsidising water and drainage services for those living on lifestyle block rural properties.
- 4.8. Drainage Advisory Groups and the public have expressed the view that the current drainage rates structure is inequitable. As noted in 4.4. inclusion of the proposal to increase the district wide flood rate has the potential to address this particular concern which the proposed common urban and rural drainage rate proposal does not.
- 4.9. Subsequent WP meetings considered not only the effect on rates of the chosen option, but also ways that any changes could be introduced. The WP felt that introduction in a single year was problematic and looked at "smoothing" the introduction over a ten year period. This is illustrated graphically for urban water supplies in Attachment ii.
- 4.10. There was also a view that the potential reduction in rates for some of the smaller rural schemes was unacceptable. Information was therefore requested on a sub option that fixed the rates of these schemes (capped) at the value that they are currently paying. The concept here being that as the rates of other non- capped schemes slowly rose over time they would "catch up" with the rates that the capped schemes were paying. At this point they would join together paying a single common rate. This is illustrated graphically in Attachment iii.

This methodology would eventually achieve the outcome of common rates, but the timeframe is very long, typically 50 to 90 years depending on the scheme.

- 4.11. Finally, a suite of graphs was prepared for study by the WP that showed for each scheme the effect on rates over a ten year time frame. The graphs also show the current projected rates over the same time period, and the difference between those projections and projections if a changed structure was introduced. These graphs were based on implementing the changes over a ten year period, and included adding the effect from each of the three waters. This was called the smoothed option.
- 4.12. The graphs have been summarised in Table 1 below which shows the average annual rate change (increase or decrease), by scheme, that would arise from introducing the alternative rates structure over either a ten year or twenty year period.
- 4.13. The figures are calculated from average land values (for the land drainage component) and include the use of two units of water for the rural restricted water supply schemes. The figures are therefore representative of the effect of the majority of ratepayers, but there will be considerable variation of these numbers for “non average” properties.

**Table 1 – Summary of Average Annual Rate Change – Smoothed Option\***

Urban	Water Supply Service	Wastewater Service	Drainage Service	Average annual rate increase/decrease due to new structure introduced over 10 years	Average annual rate increase/decrease due to new structure introduced over 20 years
Cust	✓			-\$69	-\$34
Kaiapoi	✓	✓	✓	-\$7	-\$4
Pines/Kairaki	✓	✓	✓	\$28	\$14
Kaiapoi restricted + Kaiapoi drainage extension	✓		✓	\$10	\$5
Kaiapoi restricted + Clarkville drainage	✓	✓	✓	\$3	\$2
Oxford Urban	✓	✓	✓	-\$49	-\$25
Rangiora	✓	✓	✓	\$14	\$7
Pegasus	✓	✓	✓	-\$4	-\$2
Waikuku Beach	✓	✓	✓	\$7	\$4
Woodend	✓	✓	✓	\$7	\$4
<b>Rural (2 units of water)</b>					
Woodend - Tuahiwi	✓		✓	\$4	\$2
Fernside	✓		✓	-\$152	-\$76

Garrymere	✓			-\$139	-\$69
Mandeville	✓	✓	✓	\$29	\$15
Ohoka	✓	✓	✓	-\$3	-\$2
Oxford Rural No.1	✓	✓		-\$24	-\$12
Oxford Rural No.2	✓	✓		-\$7	-\$4
Poyntzs Road	✓	✓		-\$36	-\$18
Summerhill	✓	✓		-\$70	-\$35
West Eyreton	✓	✓		-\$14	-\$7
Loburn Lea		✓	✓	-\$177	-\$89

\* Excludes optional additional flood rate of \$6/property

- 4.14. It should be noted that the boundaries for water supply, wastewater schemes and drainage areas do not coincide. This factor, as well as variations caused by different water consumption by those connected to restricted schemes will also change the effect for individual households.

4.15. **Advantages of a change to the 3 Waters rating structure**

The preferred option of the WP is the smoothed introduction of the new rates structure over a 10 year or potentially a 20 year period. This option has the potential to be regarded as equitable by the wider community and has the following additional advantages:

- Resolves the current issues of Drinking Water Standards and consent affordability
- Provides flexibility for when funding/affordability issues arise again in the future
- Allows a focus on the technical solutions rather than the complex funding issues which can arise under the current structure
- Would be welcomed by the Drainage Advisory Groups who think the current system is inequitable
- Is administratively simpler

4.16. **Disadvantages of a change to the 3 waters rating structure**

The preferred option has the following disadvantages:

- The rating system would be less transparent. The true costs of providing services to small communities is masked (although still available to Council)
- The public have little knowledge about how rates are made up, and consequently public debate on the issue would be a challenge, particularly for the non-average properties such as high water users, or high land value properties
- The only public demand for a change at this point, is concern that the current drainage rating structure is inequitable

4.17. **Timeframe**

The timeframe leading into the LTP is now short, and gaining public understanding in the timeframe available would be difficult. The WP also had concerns that the other significant issues being consulted upon currently (solid waste services and the District Development Strategy), would add to the difficulties of engaging with the public on a rates restructure at this time.

- 4.18. While there is merit in seeking the communities' views on the matter, trying to carry out that engagement before the next LTP is not recommended.
- 4.19. The LTP process does, however, provide an opportunity to raise the issue, to gauge if there is sufficient interest from the public to warrant consulting in the early period of the 2018/2028 LTP. It is therefore recommended that
  - a) The issue is signalled in the LTP
  - b) The increase in the district wide flood rate is included in the LTP
- 4.20. The Management Team/CEO has reviewed this report and supports the recommendations.

## **5. COMMUNITY VIEWS**

- 5.1. Community views would need to be sought before a proposal to change the 3 waters structure was included into a draft Council Long Term Plan.
- 5.2. Given the complexity of the issue, and the challenges that engaging with the community may present, it is proposed that the issue be raised in the draft 2018/2028 LTP as a topic that will be consulted upon early during the term of the 2018/2028 LTP.
- 5.3. Following feedback on this proposal, the Council would decide whether to include it in the final 2018/2028 LTP during its deliberations.
- 5.4. If the decision was to comprehensively consult on the topic in the term of the 2018/2028 LTP, it is suggested that the appropriate timing would be early in the 2019 calendar year.

## **6. FINANCIAL IMPLICATIONS AND RISKS**

- 6.1. With the exception of the proposal to increase the flood rate by a modest \$6 per property, the changed rating structure option preferred by the WP does not propose to increase the overall rates take, but it would affect the rates of individual property owners, in some cases substantially.
- 6.2. There are no perceived risks from the proposed recommendations in this report, although the funding challenges facing Garrymere, Fernside etc and potentially other smaller communities will remain
- 6.3. However, should the concept of an alternative rating structure for 3 Waters eventually be implemented, there is a risk that should be noted at this time. The risk is that the comprehensive engagement process suggested for early in 2019, would fail to elicit an adequate response, or even awareness from potentially affected householders. If this occurred, and Council subsequently made a decision to proceed with the proposal, there is the potential for some push back from affected households when they receive their first rates demand under the new structure. This risk would be mitigated, if any changes were to be implemented over a long period of time (10 or even 20 years)

## 7. **CONTEXT**

### 7.1. **Policy**

This matter is a matter of significance in terms of the Council's Significance Policy.

### 7.2. **Legislation**

Any changes to the rating structure would need to comply with the Local Government (Rating) Act 2002. Consultation process would need to comply with the Local Government Act 2002

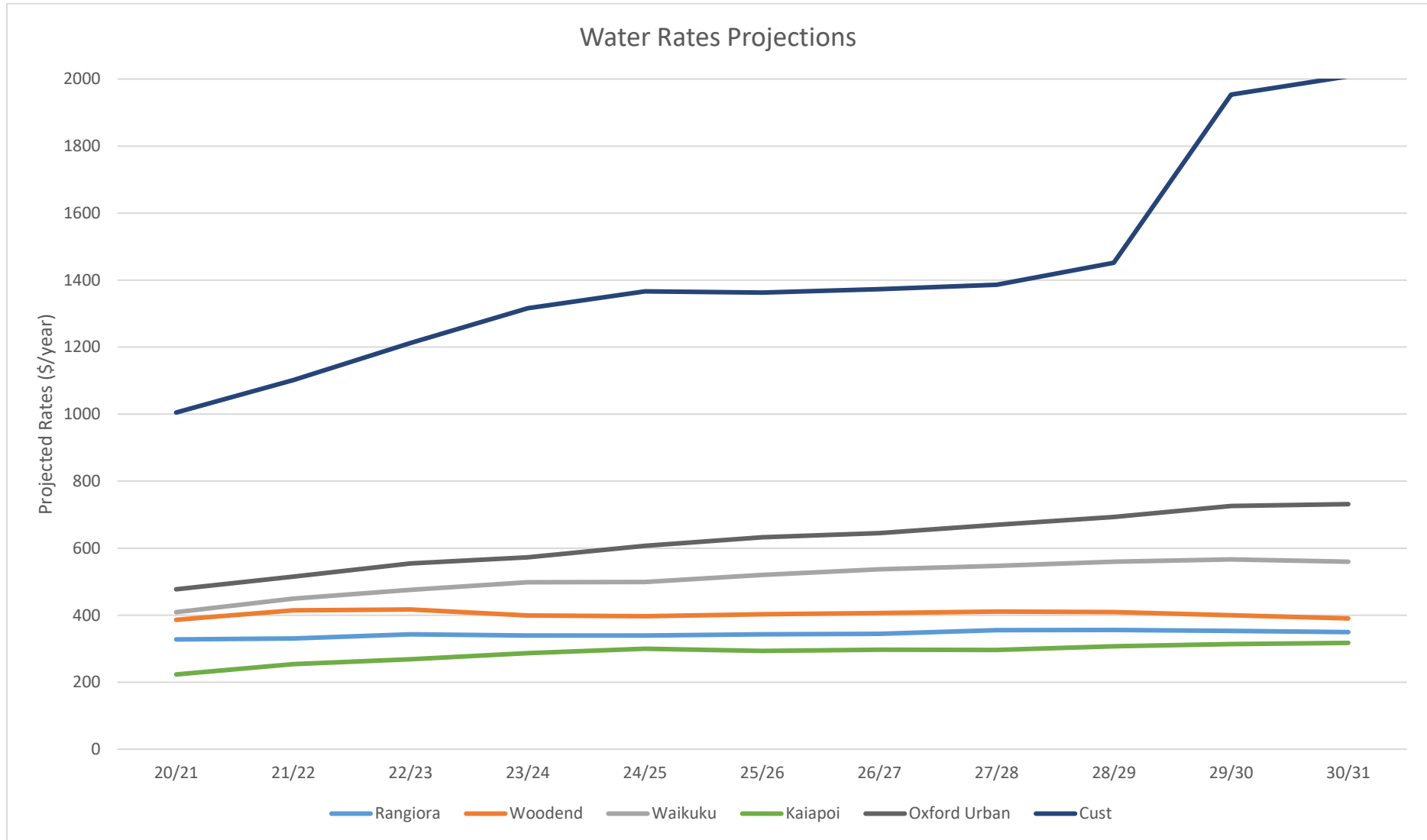
### 7.3. **Community Outcomes**

This report relates to the following community outcomes:

- Core utility services are provided in a timely, sustainable and affordable manner

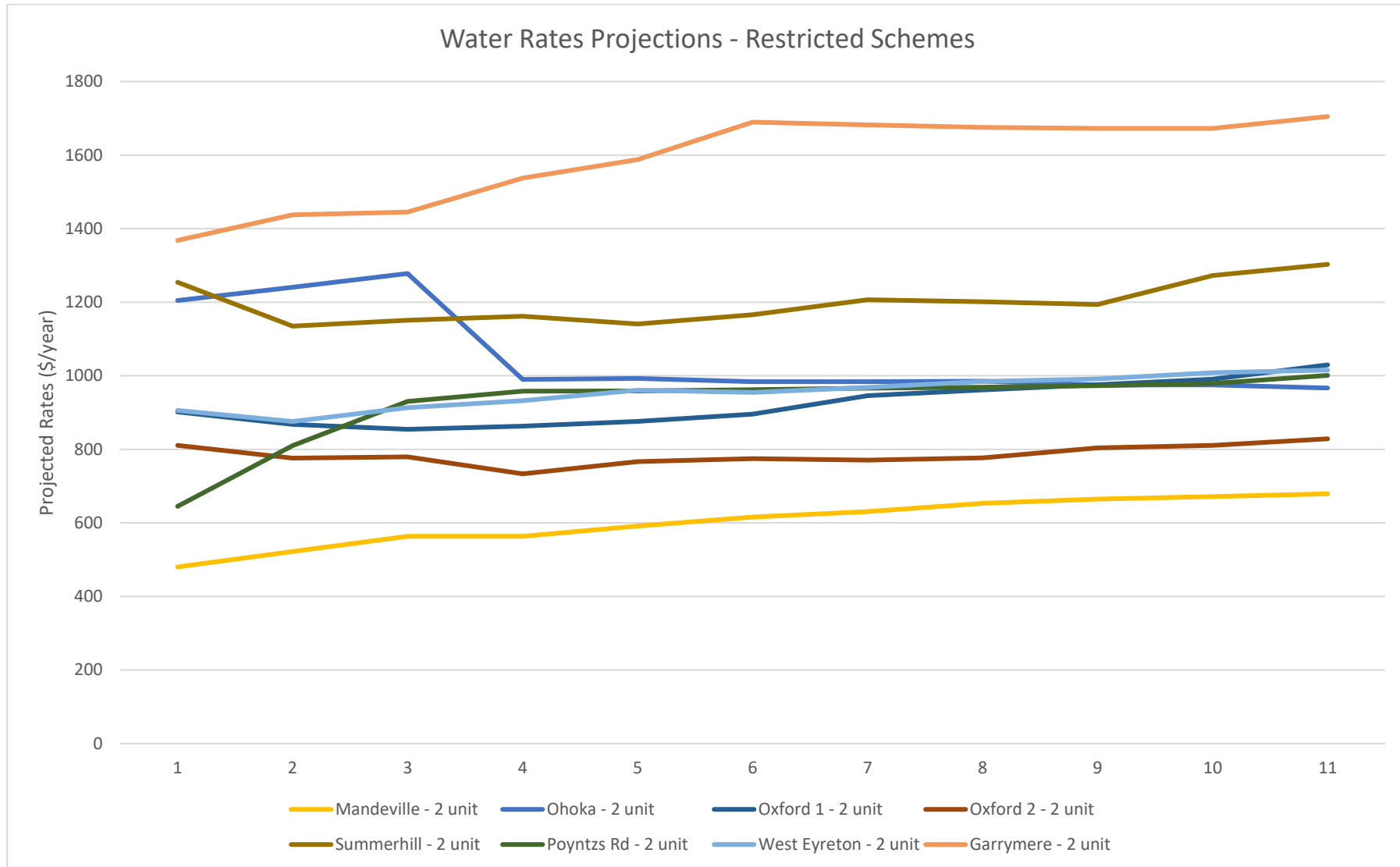
On Demand Water Supply

Attachment iii



Restricted Water Supply Rates Projections

Attachment iv





WAIMAKARIRI DISTRICT COUNCILMEMO

**FILE NO AND TRIM NO:** DRA-02-04 / 200415044821

**DATE:** 15 April 2020 (updated 3 June 2020)

**MEMO TO:** Kalley Simpson – 3 Waters Manager  
Gerard Cleary – Manager Utilities and Roading

**FROM:** Sophie Allen – Water Environment Advisor

**SUBJECT:** Review of drainage and stockwater rates for environmental benefits as part of the 3 Waters Ratings Review

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**1. Summary**

- 1.1. This memo is a proposal for consideration of the wider environmental benefits provided by the drainage and stockwater network as part of the next 3 Waters Rating Review (with public consultation carried out in the 2021 Long Term Plan process). This proposal has been triggered by;
  - 1.1.1. The Stockwater Race Bylaw review regarding the issue of maintaining water races open not for stockwater purposes (as they are currently rated for) but for groundwater recharge, amenity and/or biodiversity purposes.
  - 1.1.2. Drainage needs outside of current drainage rated areas and also environmental enhancement, such as identified in the Drainage Review which potentially has a wider community benefit.
- 1.2. Environmental benefits that are a reason for review of rates for the stockwater network include;
  - 1.2.1. aquifer recharge for both nutrient dilution and off-setting of water abstraction benefits
  - 1.2.2. heritage and rural character values, and
  - 1.2.3. ecological habitat that the race network provides.
- 1.3. The Drain Management Review vision has identified a wider community benefit to naturalise drains to more sustainable forms, however with higher capital 'intervention' costs. Environmental benefits that are a reason for review of rates for rural drainage include;
  - 1.3.1. Enhancement of the drainage network provides wider community benefit such as amenity
  - 1.3.2. Increased retention the drainage network benefits those downstream, not those in the rating district.
- 1.4. Some committees, such as the Drainage Advisory Groups, have shown support of a District-wide general rate to be charged for rural drainage, with the thought that this could increase funding for work undertaken in rural drainage areas. This is already some cross subsidy from urban to rural schemes. Some elected members have also shown support of a general rate, as this would allow more work to occur district-wide. The decision to

undertake work outside of current drainage schemes would require careful consideration of the purpose and need for this work.

- 1.5. A 3 Waters Rating Review Working Party was established in 2017, however with different drivers for a rates review – namely to spread high costs more widely, to smooth out cost per rateable property. Stockwater was excluded from this review, as rates are already District-wide (for users), however is recommended to be included in the next 3 Waters Rating Review.
- 1.6. A report from the working party (170721076345) to change the rating structure for all 3 Waters utilities, to introduce cross-subsidy possibilities was presented to Council for the 2018 LTP process, however was decided by Council to be postponed until the 2021 LTP process. A lack of community demand for a 3 Waters rates review was highlighted as a case for postponement. The proposed inclusion of environmental benefits in the 3 Waters Rating Review is currently driven by Councillor Sandra Stewart and 3 Waters staff, not from wide community feedback.
- 1.7. Possible options to be explored in the proposed 3 Water Rating Review for recognition of environment benefits are:
  - a) Status quo – retaining targeted rates, with minimal District-wide rates
  - b) Decreasing targeted rates, however with an off-set increase in a District-wide general rate, recognising the environmental benefits of drainage and stockwater to the general public.
  - c) Retaining targeted rates, however with an additional general rate supplement under the District Drainage account that creates additional budget e.g. for sustainable drain management interventions.
- 1.8. Any general rate would need to consider whether it would be a fixed rate, or variable rate i.e. with rateable value of a property, and for drainage whether it would apply to urban drainage areas as well as rural drainage. Currently there is a range of approaches between drainage schemes.

## **2. Recommendations**

- 2.1. For the next 3 Waters Rating Review to consider recognition of wider environmental benefits of the stockwater and drainage networks, such as the possible options a) - e) in this memo to find a preferred option, with the intention to consult with the public on a preferred option.
- 2.2. To include discussion from this memo in a report to Council in mid-late 2020 about the next 3 Waters Rating Review, to assess whether there is an appetite to review drainage and stockwater rating so that it recognises wider environmental benefits.

## **3. Background**

- 3.1. In 2017 a 3 Waters Rating Working Party was established by Council to review rating for all of the 3 Waters utilities, however with different drivers for a rates review – namely to spread high costs more widely, with some ‘cross-subsidy’, and to smooth out cost per rateable property, and to address community concerns about the inequity of drainage rates.

- 3.2. A 3 Waters rating option for amalgamating drainage rating districts and a general rate, was proposed by the Working Party, which was intended to be consulted on under the Long Term Plan consultation, however Councillors voted to postpone reviewing 3 Waters Rating until the next LTP process in 2021. Stockwater was excluded from the 3 Waters rating review in 2017, as there is currently a district-wide rate for users of this service.
- 3.3. The Council's stockwater network is managed as one rating area. Most stockwater races were created over 100 years ago, and therefore can potentially hold heritage values. Water from the Waimakariri River and Cust River has been predicted by Environment Canterbury modelling to provide both nitrate dilution and recharge to maintain aquifer levels in the groundwater of the District.
- 3.4. The Council's drainage activity provides for the management of stormwater within residential and designated rural areas in the District. Drainage rating is categorised into five urban drainage areas and seven rural drainage areas (listed below). In urban drainage areas owns, maintains and replaces the assets, provides a level of service for asset capacity and maintains certain waterways, while in rural areas Council maintains certain drains and waterways in a functional condition.

Urban Drainage Areas:

- Rangiora
- Coastal (Waikuku Beach, Woodend, Pines/Kairaki)
- Kaiapoi
- Oxford
- Pegasus

Rural Drainage Areas:

- Oxford
- Ohoka
- Cust
- Clarkville
- Coastal
- Central
- Loburn Lea

The activities undertaken to manage the Council's Drainage assets includes annual maintenance and enhancement of drains and waterways, new and renewal capital works programmes to provide required levels of service (five years in residential areas and ten years in the Rangiora and Kaiapoi Central Business Districts) and replying to drainage enquiries.

#### 4. Issues and Options

- 4.1. This memo proposes the inclusion of wider environmental benefits when considering rating for drainage and stockwater, such as rural drainage values of amenity, retention and ecological values alongside water conveyance. For the stockwater races, there is some support from Environment Canterbury and current ratepayers of the stockwater race network to recognise ecological values and aquifer recharge. Inclusion within the 3 Waters Rating Review would be particular relevant if WDC decided to maintain races open for ecological or aquifer recharge values, against the request of users to close a section.
- 4.2. Selwyn District Council has introduced a general rate as a partial subsidy for the stockwater race networks in their district, due to a decision to maintain some sections of their race network open due to ecological values, such as the presence of Canterbury

mudfish, rare invertebrates, freshwater mussels (kākahi), and freshwater crayfish (wai koura).

- 4.3. In order to propose any general rates, there would likely be a need to provide evidence of these wider benefits to the general public. The value of aquifer recharge has been analysed recently by Environment Canterbury groundwater modelling, and there have been surveys of WDC drains for the Maintenance and Minor Works consent, however it is thought that a survey of WDC stockwater races for ecological values has not been carried out before. Therefore it is proposed that Sophie Allen carry out this work in June July 2020.
- 4.4. It is recommended to include discussion of wider environment benefits of the drainage and stockwater networks in the report to Council in mid-late 2020, to assess whether there is an appetite to review drainage and stockwater rating in the 2021 LTP.
- 4.5. With the COVID-19 financial implications, it is possible that there will be a lack of Council support for any changes to rates, to avoid raising potential community concerns.
- 4.6. If a 3 Waters Ratings Review Working Party is created, it is recommended for that Working Party to consider proposed options for rating. In particular, the working party should decide whether amalgamation of drainage rating districts should also be within scope.
- 4.7. There are no considerations from the Department of Internal Affairs 3 Waters Review at this stage. Currently the proposal from Government excludes any changes to drainage and stockwater.

## **5. Proposed timeframes**

- 5.1. Finalisation of memo to Kalley Simpson June 2020
- 5.2. Ecological survey of stockwater races by Sophie Allen to assess whether there are the assumed ecological values June-July 2020
- 5.3. Report to Council on the 3 Waters Rating Review Mid-Late 2020
- 5.4. LTP Consultation in March-April 2021.

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** WAT-05-15-07-07-08 / 210819136073


**REPORT TO:** Council


**DATE OF MEETING:** Tuesday 5 October 2021

**FROM:** Shaun Fauth, Project Engineer  
Colin Roxburgh, Water Asset Manager

**SUBJECT:** Confirm Storage Upgrade Solution and Budget for Mandeville Water Head Works Storage Upgrade

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

  
\_\_\_\_\_  
Department Manager

  
\_\_\_\_\_  
Chief Executive

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**1. SUMMARY**

1.1 This report is to:

- Inform the Council of an increase in the cost estimate for the storage upgrade at Mandeville, resulting in the need for additional budget in order for the stainless steel tank option to be progressed with.
- Advise the Council that the project could likely be completed within the available budget, if an alternative option of 14 plastic tanks was to be selected (referred to as a “tank farm”), but that this option would carry with it further operational risks relative to the stainless steel tank option.
- Recommend that the additional budget be allocated, to allow the stainless steel tank option to be proceeded with, given this is a critical asset for the scheme designed to last for the next 50 years, justifying the additional required investment.

1.2 A budget of \$510,000 is currently in place for the Mandeville Storage Upgrade (PJ 101592.000.5103) for 2021/22.

1.3 If the single stainless steel tank is chosen to be continued with, this will require additional budget of \$350,000. Alternatively, an option for multiple plastic tanks (“tank farm”) option would be achievable within the current budget.

1.4 The original recommended storage upgrade option is to install a single steel tank to provide the 50 year minimum storage. This option was determined following a multi-criteria analysis (MCA) undertaken by PDU in 2018. There is also a second UV unit to be installed at the head works as part of the same project, under a separate budget.

1.5 Within the steel tank option, there are a number of sub-options depending on whether mild steel or stainless steel is used, and whether the steel is welded or bolted. The recommended budget is based on welded stainless steel. This is because bolted options involve more ongoing maintenance to avoid leaks being generated over time with bolts, and stainless steel is recommended over mild steel given that it mild steel can be susceptible to corrosion over time if there is damage, which could generate significant future costs to remediate.

- 1.6 The total required budget for the single stainless steel tank option is \$860,000, which is \$350,000 greater than the current budgetary allowance of \$510,000.
- 1.7 The primary reason for the expected extra expenditure on the single stainless steel tank option is a significantly increased cost estimate for the storage tank supply and installation than was estimated previously by a consultant and also internally in 2017 and 2018. The costs increase is attributed in part to increased minimum requirements for stainless steel tank specifications as well as a general increase in market costs over the intervening years.
- 1.8 The increased specifications over the last 3 – 4 years has been a result of early generation (and low cost) steel tanks being found to be unsuitable in terms of either structural resilience, or water-tightness, leading to unacceptable contamination risks, or risks of structural failure. Considerable lessons have been learnt within the industry in recent years, meaning that there is now a much greater understanding of suitable minimum requirements, but also an increase in cost allowances required. This has only come to light in recent months, since the adoption of this budget as part of the Long Term Plan, as this is the first such tank in the district.
- 1.9 Due to the increased cost of this single tank option, it was decided that an alternative option for a plastic tank farm of multiple 30m<sup>3</sup> tanks would be re-evaluated as a possible lower cost solution. This was the second favoured option in the 2018 Multi Criteria Analysis. This would require an additional 10 tanks to the existing 4 on site.
- 1.10 The total required budget for the tank farm option is estimated at \$524,000, which is within 3% of the available budget.
- 1.11 The single welded stainless steel tank is still considered to be the best option to provide the necessary storage upgrade at Mandeville when compared to the tank farm option, on balance of risk and cost, given the criticality of the primary storage tank for a water supply serving a large number of residents. Other options considered in the 2018 analysis (timber or concrete tanks) have not been reconsidered as these would either be unsuitable in terms of water tightness and structural integrity (timber) or be higher cost again (concrete).
- 1.12 In coming to the recommendation, learnings have been taken from neighbouring councils also, with staff understanding that welded stainless steel has been the favoured solution for similar scaled projects based on a Multi Criteria Analysis undertaken by Christchurch City, and Hurunui District Council also recently favouring a steel tank over plastic tank farms, due to operational and maintenance challenges with multiple plastic tanks.

## 2. **RECOMMENDATION**

**THAT** the Council:

- (a) **Receives** report No. 210819136073;
- (b) **Approves** a \$350,000 budget increase on the Mandeville Storage Upgrade budget (PJ 101592.000.5103) for 2021/22 in order to achieve the single stainless steel tank solution.
- (c) **Notes** that it has been calculated that there will be an increase to the Mandeville water supply development contribution by about \$174 per unit, from \$1,236 currently to \$1,410 per unit.
- (d) **Notes** that there will be an increase to the Mandeville water rate of approximately \$12 per unit of water per year, which is approximately 4% of the water component of the rate.

- (e) **Notes** that this single stainless steel tank option is the recommended solution due to greater resilience, lowest risk of contamination, and minimal ongoing operating costs.
- (f) **Notes** that an alternative option was assessed by Council staff to instead provide a multiple plastic tank (“tank farm”) solution, such that the project can be completed within the total budget available. However this option is not recommended due to the heightened risk of failure and operational and maintenance challenges.
- (g) **Circulates** this report to the Oxford-Ohoka Community Board for their information.

### 3. **BACKGROUND**

#### **Stainless Steel Tank Option**

- 3.1 The annual plan budget for the Mandeville Water Head Works Storage Upgrade was recently set at \$510,000 for 2021/22 following a Long Term Plan staff submission. This budget was set based on estimates from 2017 and 2018 for the supply and installation of a 500m<sup>3</sup> steel storage tank, as well as a more recent construction estimates for the civil works and professional fees.
- 3.2 It is noted that the earlier 2021 budget estimate update that informed the staff submission in June 2021 included revised cost estimates for all components of the project for which there had been recent similar construction projects. However, as the Council has not constructed a steel tank before, there had been no recent data available at the time on the cost of the tank itself, other than the 2017/18 data that informed the original budget. So while recent construction costs were available for pipework and civil works, to inform the setting of the budget at \$510,000 as part of the staff submission, at this time an updated estimate of the steel tank component itself was not available.
- 3.3 Since this time, a Principal's Requirements document for the steel storage tank was developed by Beca consultants together with 3 Waters and PDU staff, taking learnings from Beca's experience with similar recent projects. Among the various requirements for the tank was a design working life of minimum 50 years and a specification that it be designed to Importance Level 3 (IL3), and that the steel type should be stainless steel. This specifies the size of seismic or other natural event for which the structure is designed to withstand.
- 3.4 While IL3 is standard for any critical utilities site infrastructure, the earlier budget estimate had been built on data that had not explicitly considered the importance level of the structure, and retrospectively is deemed to have been based on costs from tanks of a lower (and now understood to be unacceptable) importance level.
- 3.5 There have been significant learnings in what minimum requirements must be specified for steel tanks constructed for public water supply across the country since 2017 / 2018. This is through both a more heightened awareness of contamination risks, as well as lessons learnt from early generation tanks that have performed inadequately either structurally, or from contamination risk. Beca have advised they are often now specifying glass-fused-to-steel or stainless steel welded tanks rather than lined bolted-steel tanks, based on these past lessons learnt.
- 3.6 There has also in the intervening years been some cost escalation in fabrication and supply costs for tanks as advised by Beca and indicated by price estimates we have received from two tank suppliers in recent months, which are substantially different to estimates received in 2017/18 when the original budget was derived.
- 3.7 Two price estimates have been received from tank suppliers for supply and installation of steel tanks. One, from a leading tank supplier specialising in bolted steel tanks, which is



considered the lower-end of quality of steel tanks, and while likely to meet the 50 year design life, will be subject to deterioration if not managed properly and require regular maintenance after the first 10-15 years.

- 3.8 The other estimate was for a welded stainless steel tank, considered a higher standard with less ongoing maintenance requirements, thus minimising ongoing costs over the 50 year design life.
- 3.9 The direct cost estimates of the mild steel bolted and welded stainless steel tanks are \$308,000 and \$353,000 respectively. In terms of overall project cost, with contingencies and other specific considerations factored onto the direct cost, the total project cost is anticipated to be between \$790,000 and \$860,000 dependent on the tank type selected.
- 3.10 Bolted mild steel is not considered suitable, as the bolts require ongoing maintenance, which if not maintained can lead to not only leaks where the bolts are not adequately tightened, but also corrosion of the main tank body.
- 3.11 Bolted stainless steel could be accepted, and the cost would sit between the two prices above. This would not be an ideal solution as each bolt provides a potential point of weakness, and some ongoing maintenance is required. This is preferable to bolted mild steel however, as the main tank material is not subject to the same corrosion risk.
- 3.12 Welded stainless steel is considered the optimum option, as the 15% greater direct cost estimate is justified by minimal ongoing maintenance, as the design life of the welds is the same as the base material itself. While a minimum design life of 50 years is required, welded stainless steel would likely exceed this.
- 3.13 The direct cost of the recommended tank type of welded stainless steel is approximately \$353,000, with an allowance in the estimate of \$386,000 when a head contractor's mark-up is considered.
- 3.14 The net effect of this change, after applying project contingencies and other minor related cost changes, is a predicted spend against the Mandeville Storage Upgrade budget of \$860,000, versus the current budget of \$510,000. This leaves a deficit of \$350,000.
- 3.15 An additional \$350,000 is therefore being required for the Storage Upgrade budget, which is considered sufficient to be able to deliver the project.

#### **Multiple Plastic Tank ("Tank Farm") Option**

- 3.16 An option for multiple plastic tanks to be constructed to provide the minimum storage requirement was looked at in the 2018 Multi Criteria Analysis (MCA). This would require 14 plastic tanks in total to achieve the 50 year storage volume allowed for with the steel tank option.
- 3.17 This analysis concluded that a plastic tank farm was the second best option (behind steel), with disadvantages including greater risk of damage due to natural hazards, and lower resilience due to significantly greater number of penetrations.
- 3.18 Since the 2017/18 MCA, staff have gained some insights from other neighbouring councils who have plastic tank farms of a similar scale to that which would be required at Mandeville. Operational staff at Hurunui District Council have noted significant challenges with achieving sufficient mixing in the tanks, avoiding short circuiting and dead spots of stagnant water, leading to challenges achieving stable free available chlorine levels. This would be a challenge with this option at Mandeville as well. They also suggested that in

their experience the plastic tank farm concept is cost effective up to 150m<sup>3</sup> size, beyond which the inefficiencies outweigh the benefits.

- 3.19 The costs of the plastic tank farm option have been revisited, to develop an alternative option, given the cost increases in the steel tank option.
- 3.20 A high level design and cost estimate were undertaken based largely on the recently completed works at the Cust and Garrymere headworks projects.
- 3.21 This design concluded that an additional ten 30m<sup>3</sup> tanks would be required on the site to provide the storage requirements. The overall project cost for this option is estimated at \$523,000, which is within 3% of the available budget of \$510,000.
- 3.22 Christchurch City Council have recently adopted a single steel tank of 500m<sup>3</sup> size for a reservoir at Sydenham and provided us with their due diligence assessment. This concluded that a single steel tank is best fit in terms of cost, resilience, design life and lowest risk. Plastic tanks were not considered in their assessment.
- 3.23 Given the risks and inefficiencies as apparent in the multiple tank option versus a single tank, this option is not recommended. The likely costs associated with increased maintenance have not been looked at for the tank farm option, and these would potentially help to make a more informed decision. However the most critical factor is considered to be the heightened risk to public health due to significantly more points of potential failure.

#### **4. ISSUES AND OPTIONS**

- 4.1. Other options considered in the 2018 analysis (timber or concrete tanks) have not been reconsidered as these would either be unsuitable in terms of water tightness and structural integrity (timber) or be higher cost again (concrete). Therefore, the two key options to consider are a plastic tank farm, or a steel tank.
- 4.2. Of the types of steel tank, a welded stainless steel tank has superior overall attributes, and in terms of total project cost, only a marginal extra-over cost relative to bolted mild or stainless steel. Therefore, for the purposes of weighing up options, welded stainless steel has been assumed.
- 4.3. To help inform the options assessment, staff talked to other neighbouring councils. Through this process, it has been learned that the Christchurch City Council recently completed a MCA exercise on the optimum water storage tank material, and selected stainless steel as the recommended option, taking into account cost, resilience, contamination risk, and climate change impact.
- 4.4. Hurunui District Council recently identified a steel tank as preferred when compared against a plastic tank farm, and noted a number of operational challenges with large numbers of plastic tanks.
- 4.5. Another benefit with the stainless steel tank option is that the old plastic tanks are able to be utilised on site as part of an automated 'flush to waste' system, so that any water not suitable for UV treatment can be automatically disposed to two of the existing tanks (that would otherwise be redundant), then slowly drain to waste. This is an advantage over the plastic tank option included within this report, as the status quo when higher turbidity water is experienced is to have an operator attend site and manually flush the water to waste, requiring greater operator input. While a flush to waste system could be designed into the plastic tank option, this would come at more significant additional cost, compared to the

steel tank option where it can be achieved by utilising existing tanks which would otherwise be redundant.

- 4.6. To conclude the options assessment, the following table was produced showing the relative advantages and disadvantages. This sums up work undertaken in 2017/18, as well as information obtained more recently in 2021 from other councils:

*Table 1: Summary of Relative Advantages and Disadvantages*

Attribute	Plastic Tank Farm	Welded Stainless Steel
<b>Resilience</b>	Average - Multiple pipe penetrations / potential points of failure	Very Good - One complete welded system, designed to IL3 requirements.
<b>Operational Performance</b>	Average – tank inspections and cleaning more challenging with multiple tanks to inspect. Challenges achieving suitable amount of mixing, while avoiding dead stops.	Very good – fewer penetrations / points for failure.
<b>Asset Life</b>	Average – 20 year warranty given	Very good – 50 year design life commonly stated, but other documentation suggests 100 year is achievable.
<b>Maintenance Requirements</b>	Average – each section of interconnecting pipework presents an opportunity for failure / future maintenance requirements.	Very good – components almost entirely joined by welds, fewer opportunities for failure / ongoing maintenance. Two existing tanks to be retained as backup if main tank required to be taken offline for cleaning.
<b>Capital Cost</b>	Good – can be completed within existing available budget	Average – further learnings and increased standards require increase in capital cost.

- 4.7. Based on the above, staff are confident that the welded stainless steel option offers the optimum solution, the project is required to meet minimum storage requirements, and therefore the additional required budget is recommended to be allocated.
- 4.8. While it was good due diligence to revisit earlier options given the cost escalations, the investigation into a plastic tank farm as an alternative showed that the additional cost required for welded stainless steel is warranted given the benefits offered.

## **5. COMMUNITY VIEWS**

### **5.1. Mana whenua**

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

### **5.2. Groups and Organisations**

No groups or organisations have been consulted directly regarding these proposed budget changes.

### **5.3. Wider Community**

The wider community has not been engaged with specifically regarding these proposed budget changes.

## 6. IMPLICATIONS AND RISKS

### 6.1. Financial Implications

The below tables shows the expected expenditure for the project against the current and proposed budget for the two options:

#### Option 1 – Single Steel Tank – Welded Stainless Steel

	<b>Storage upgrade</b>	<b>Second UV</b>
<b>PJ Budget</b>	101592.000.5103	101740.000.5105
<b>Current Budget 21/22</b>	\$ 510,000	\$ 75,000
<b>Expected Expenditure</b>	\$ 860,000	\$ 75,000
<b>Difference</b>	<b>-\$ 350,000</b>	\$ 0

#### Option 2 – Plastic Tank Farm

	<b>Storage upgrade</b>	<b>Second UV</b>
<b>PJ Budget</b>	101592.000.5103	101740.000.5105
<b>Current Budget 21/22</b>	\$ 510,000	\$ 75,000
<b>Expected Expenditure</b>	\$ 523,000	\$ 75,000
<b>Difference</b>	<b>-\$ 13,000</b>	\$ 0

Given the increase in recommended budget if Option 1 is adopted, there are two financial implications to consider:

- Given the project is partially growth funded, it is noted that the development contribution on the Mandeville scheme will increase from \$1,236 per unit currently to \$1,410 per unit (approximately 14%). This development contribution is still low compared to other schemes in the district.
- Given that a larger loan will need to be raised, this will increase rates for the scheme. The impact of the change in loan has been calculated at approximately \$12 per unit, or 4% of the current rate.

### 6.2. Sustainability and Climate Change Impacts

The recommendations in this report do have sustainability and/or climate change impacts. Stainless steel has been assessed to have a lower carbon footprint when compared to concrete, which historically has been the most common material type for tanks of this volume. While concrete was not assessed in detail, after being excluded early on in the options assessment process, it is worth noting this advantage of the recommended option.

### 6.3. Community Implication

This project provides a positive benefit to the communities by ensuring an adequate safe drinking supply for the 50 year growth expectation. The correction to the budgets is an important part of ensuring that the project is able to be delivered as required.

### 6.4. Risk Management

The provision of this additional budget will minimise the risk of delays to the project during the 2021/22 financial year due to insufficient budget being available.

6.5. Health and Safety

Health and Safety will be managed through Council's normal Safety in Design and Contract Management systems.

7. **CONTEXT**

7.1. Consistency with Policy

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

7.2. Authorising Legislation

Section 69 of the Health (Drinking Water) Amendment Act 2007 is relevant in this matter.

7.3. Consistency with Community Outcomes

The following community outcomes are relevant in this matter:

- There is a safe environment for all
- Core utility services are provided in a timely and sustainable manner

7.4. Authorising Delegations

The Council has the delegation authority to amend budgets.

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** EXT-70/210915148047

**REPORT TO:** COUNCIL

**DATE OF MEETING:** 5 October 2021

**AUTHOR(S):** Jim Harland, Chief Executive

**SUBJECT:** Greater Christchurch Partnership and Urban Growth Partnership Memorandum of Agreements

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

\_\_\_\_\_ Department Manager

\_\_\_\_\_ Chief Executive

**1. SUMMARY**

1.1 This report is for the Council to consider the recommendations of the Greater Christchurch Partnership Committee to approve the:

- a) Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreement; and
- b) Updated Greater Christchurch Partnership Committee Memorandum of Agreement.

**Attachments:**

- i. The Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreement. (210915148044)
- ii. Updated Greater Christchurch Partnership Committee Memorandum of Agreement (210915148043)

**2. RECOMMENDATION**

**THAT** the Council:

- (a) **Receives** Report No. 210915148047.
- (b) **Approve** the Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreement (Attachment i) and updated Greater Christchurch Partnership Committee Memorandum of Agreement (Attachment ii).
- (c) **Delegate** responsibility to the Greater Christchurch Partnership Independent Chair to make any minor non-material amendments to the Agreements.
- (d) **Delegate** responsibility to the Mayor/ Chair to execute the Agreements.
- (e) **Note** that officers are in discussions with mana whenua representatives on the potential of mana whenua / Ngāi Tahu gifting a name for the Greater Christchurch Urban Growth Partnership Committee.
- (f) **Note** that Mayor Dan Gordon, Deputy Mayor Neville Atkinson and Councillor Niki Mealings remain the appointed members of the Greater Christchurch Partnership Committee until the conclusion of the 2022 triennial general election under Clause 31 of Schedule 7 of the Local Government Act 2002.

- (g) **Note** that once the Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreement (Attachment i) has been approved by all parties to the Agreement the Waimakariri District Council are recommended to:
- a) **Resolve** to appoint the Greater Christchurch Urban Growth Partnership Committee, in accordance with Clause 30 and Clause 30A of Schedule 7 of the Local Government Act 2002;
  - b) **Appoint** the Waimakariri District Council's Greater Christchurch Partnership Committee members being Mayor Dan Gordon, Deputy Mayor Neville Atkinson and Councillor Niki Mealings as the appointed members of the Greater Christchurch Urban Growth Partnership Committee until the conclusion of the 2022 triennial general election under Clause 31 of Schedule 7 of the Local Government Act 2002.
  - c) **Resolve** under Schedule 7 Clause 30(7) of the Local Government Act 2002 that the Greater Christchurch Partnership Committee and the Greater Christchurch Urban Growth Partnership Committee are not discharged following triennial general elections, in accordance with clause 5.6 of the Memorandum of Agreements.
  - d) **Delegate** to the Greater Christchurch Urban Growth Partnership Committee the authority to adopt a new name.

### 3. **BACKGROUND**

- 3.1 The Greater Christchurch Partnership (GCP) is a longstanding broad partnership that brings health, iwi, local, regional, and central government to the table.
- 3.2 The major opportunities and challenges facing communities and the urban area in Canterbury transcend the boundaries of territorial authorities and the statutory functions held by the partner agencies. Strong partnership is essential to leveraging the investment, resources and tools available in order to effectively deliver on communities' aspirations, respond to opportunities and address challenges facing the sub-region.
- 3.3 In July 2020, the Waimakariri District Council agreed the focus for the Greater Christchurch Partnership for the year ahead include developing Greater Christchurch 2050 and focusing on our partnership with central government. One of the objectives was to secure an Urban Growth Partnership between the Greater Christchurch Partnership and central government.
- 3.4 Urban Growth Partnerships are partnership between the Crown, local government and iwi to advance the government's Urban Growth Agenda (UGA). The main objective of the UGA is to improve housing affordability, underpinned by affordable land. This objective is supported by wider objectives to:
  - a. Improve choices about the location and type of housing
  - b. Improve access to employment, education and services
  - c. Assist emissions reduction and build climate change resilience
  - d. Enable high quality-built environments while avoiding unnecessary sprawl.
- 3.5 These objectives are being pursued through infrastructure and financing, spatial planning, urban planning, transport pricing and legislative change.
- 3.6 At the commencement of this triennium, the Committee also noted various aspects of the current Greater Christchurch Partnership Memorandum of Agreement that should be reviewed including membership, geographic context, and functions. Given the interdependencies with the Urban Growth Partnership, this review was undertaken concurrently with the formation of the Urban Growth Partnership.



## Greater Christchurch Partnership Memorandum of Agreement

- 3.7 The existing Memorandum of Agreement for the Committee was endorsed by the Greater Christchurch Partnership Committee in April 2017 and remains in place as part of the enduring provisions of the Committee such that it is not disestablished at the point of local body elections.
- 3.8 The Greater Christchurch Partnership Committee recommend that the Greater Christchurch Partnership Memorandum of Agreement be revised. In summary, key proposed updates to the Memorandum of Agreement are:
- a) **Tiriti led** - includes a strengthened commitment to Treaty Partnership and being Te Tiriti led. This is further set out in paragraph 4 above.
  - b) **Functions** - inclusion of the strategic public transport functions agreed by the Committee to be transferred to the GCP when the Greater Christchurch Public Transport Joint Committee was disestablished in late 2020.
  - c) **Public deputations** - the guidelines are amended to be consistent with the administrative authority's (Christchurch City Council's) standing orders.
- 3.9 The draft Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreement and updated Greater Christchurch Partnership Committee Memorandum of Agreement are included as **Attachment i** and **Attachment ii** respectively.

## 4. ISSUES AND OPTIONS

### Greater Christchurch Urban Growth Partnership Memorandum of Agreement

- 4.1. The Crown has partnerships in place in Auckland, the Waikato, the Western Bay of Plenty and is developing partnerships in Greater Wellington, Queenstown Lakes, Northland and Greater Christchurch. An Urban Growth Partnership for Greater Christchurch will be an important mechanism for Greater Christchurch partners to:
- a. Have a regular dialogue with Ministers on urban challenges and opportunities particular to Greater Christchurch.
  - b. Bring to bear and align the wider range of tools (policy and investment) available across local and central government to address urban issues.
  - c. Raise the profile and understanding of Greater Christchurch with Ministers and central government officials.
- 4.2. Specifically, through the Urban Growth Partnership, Greater Christchurch Partners will seek to:
- d. Address the vulnerability of Greater Christchurch's population to climatic change (sea level rise and flooding).
  - e. Maintain and improve housing affordability, particularly for those on lower incomes, while enhancing the protection and regeneration of the natural environment, transitioning to a net zero emissions future, and maintaining access to employment, education, and services.
- 4.3. In summary the key components of the proposed Greater Christchurch Urban Growth Partnership Committee are:
- f. **Membership** - the membership of the Urban Growth Partnership Committee would extend the existing Greater Christchurch Partnership Committee with the addition of two Ministers.
  - g. **Role, priorities and key functions** - these include:

- i. **Role** - similar to the Greater Christchurch Partnership Committee, the role of the Greater Christchurch Urban Growth Partnership Committee is to facilitate a collaborative approach, understanding and alignment, but with a broader scope to include the Crown.
  - ii. **Priorities** – the priorities of the Greater Christchurch Urban Growth Partnership Committee are within the scope of the Urban Growth Agenda. These priorities provide the focus for the Partnership and joint work programme between the central government and the Greater Christchurch Partnership.
  - iii. **Key functions** – the key functions are focused collaboration on strategic urban challenges and opportunities; developing and implementing strategies and plans to achieve shared objectives; and, ensuring alignment with and implementation of government policy.
- 4.4. The priorities of the Greater Christchurch Urban Growth Partnership are as follows:
- h. Create a well-functioning and sustainable urban environment
    - i. In achieving this, priority will be given to:
      - i. Decarbonising the transport system
      - ii. Increasing resilience to natural hazards and the effects of climate change
      - iii. Accelerating the provision of quality, affordable housing
      - iv. Improving access to employment, education and services
- 4.5. The first joint project of the Urban Growth Partnership will be a Greater Christchurch Spatial Plan. This spatial plan will respond to the priorities of the Greater Christchurch Urban Growth Partnership.
- 4.6. Officers have advised that there is benefit in developing a new name for the Greater Christchurch Urban Growth Partnership – both to distinguish it from the Greater Christchurch Partnership, and to provide an opportunity to profile it more clearly locally and nationally. Officers are in discussions with mana whenua representatives on the potential of mana whenua / Ngāi Tahu gifting a name.
- 4.7. To ensure the efficient and effective operations of both Committees, common elements between the Committees include the Independent Chair, common membership of the Greater Christchurch Partnership Committee members, and operating principles.

#### **Next steps**

- 4.8. Following the Greater Christchurch Partnership voting Partners approval, Cabinet will consider the Greater Christchurch Urban Growth Partnership Memorandum of Agreement.
- 4.9. Ahead of a local authority appointing a Committee, agreement with every other local authority or public body that is to appoint members of the Committee is required under Clause 30A of Schedule 7 of the Local Government Act 2002. Therefore once the Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreement has been approved by all parties to the Agreement the Waimakariri District Council will be recommended to appoint this Committee.
- 4.10. The first meeting of the Urban Growth Partnership Committee is anticipated early in the New Year. Officials are currently working with central government officials to develop a schedule of meetings.

### **Implications for Community Wellbeing**

Specific agreement from the Government that provides for Ministerial representation is there to provide wellbeing benefits, overtime, different to that currently enabled through the Greater Christchurch Partnership Committee.

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

## **5. COMMUNITY VIEWS**

### **5.1. Mana whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report. The recommendations of this paper give effect to Te Tiriti o Waitangi in the following ways:

- a) Urban Growth Partnerships are specified as a partnership between central government, local government, and iwi. In a Greater Christchurch context, the Greater Christchurch Partnership is a vehicle for this partnership.
- b) The Greater Christchurch Partnership identified strengthening of partnership with mana whenua and iwi as a key priority and an important foundation for the Partnership's wider priorities. This is recognised explicitly in the Memorandum of Agreements through inclusion of:
  - i. A strengthened commitment to Treaty Partnership and being Te Tiriti led, including a principle to uphold Te Tiriti o Waitangi and its principles and embody Te Tiriti partnership through its functions and processes.
  - ii. A statement that the Partners recognise that Ngāi Tahu holds rangatiratanga as guaranteed under Te Tiriti and as expressed in the Ngāi Tahu Claims Settlement Act 1998 throughout its takiwā.
  - iii. A schedule of Papatipu Rūnanga of Ngāi Tahu Whānui and their Respective Takiwā within the context of Greater Christchurch.
  - iv. A map that shows marae and the original extent of Māori reserve land.

### **5.2. Groups and Organisations**

There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

### **5.3. Wider Community**

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

## **6. OTHER IMPLICATIONS AND RISK MANAGEMENT**

### **6.1. Financial Implications**

There are not financial implications of the decisions sought by this report.

### **6.2. Sustainability and Climate Change Impacts**

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

### **6.3 Risk Management**

There are not risks arising from the adoption/implementation of the recommendations in this report.

### **6.3 Health and Safety**

There are not health and safety risks arising from the adoption/implementation of the recommendations in this report.

**7. CONTEXT**

**7.1. Consistency with Policy**

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

**7.2. Authorising Legislation**

**7.3. Consistency with Community Outcomes**

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

**7.4. Authorising Delegations**

This Council has the delegated authority to consider the recommendations in this report.

# Memorandum of Agreement

## Greater Christchurch Urban Growth Partnership Committee

[Note name to be determined]

This Memorandum of Agreement is consistent with the requirements for joint committees as outlined in the Local Government Act (Clause 30A of Schedule 7), as amended by the Local Government Act 2002 Amendment Act 2014.

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Dated:	[Ratified] by [INSERT PARTNERS NAMES] on [INSERT DATE]
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INSERT LOGOS

**Greater Christchurch Urban Growth Partnership Committee  
Memorandum of Agreement (2021)**

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[INSERT SIGNATURES]

## 1. PURPOSE OF THE AGREEMENT

- 1.1. To outline the voluntary and collaborative approach and governance structure agreed between the Partners to address strategic urban challenges and opportunities for Greater Christchurch.
- 1.2. To comply with the requirements for joint committees as outlined in Clause 30A of Schedule 7 of the Local Government Act 2002.

## 2. CONTEXT

- 2.1. Urban Growth Partnerships are being progressed as part of the Government's Urban Growth Agenda to achieve greater alignment, integration and coordination between central government, local government and mana whenua around housing, land-use, infrastructure planning and investment.
- 2.2. The Partnerships comprise three core components:
  - an enduring Urban Growth Partnership/governance structure; and
  - joint spatial plans outlining how and where areas will grow over 30+ years; and
  - joint work programmes comprising key transformational initiatives.
- 2.3. This Memorandum of Agreement is intended to establish the governance structure for an Urban Growth Partnership with Greater Christchurch that will include overseeing the development and implementation of a joint spatial plan and associated joint work programme.
- 2.4. The value proposition for an Urban Growth Partnership in Greater Christchurch includes:
  - many of the challenges and opportunities facing communities, iwi, councils, and central government transcend the political boundaries and/or functions of the Partners
  - ensuring Ngāi Tahu values and priorities, such as kāinga nohoanga / papakāinga, are reflected and incorporated into strategic planning and decision-making to further recognise and support agreements with the Crown and enriches the bi-cultural heritage within our communities
  - improving the economic, social, cultural and environmental wellbeing of communities requires the application of statutory functions held by a number of local and central public agencies
  - communities have a clear expectation that public agencies must work together efficiently and effectively to deliver agreed community outcomes.
- 2.5. Working in partnership can:
  - demonstrate visible and collaborative leadership
  - build trust and stronger organisational and personal relationships
  - build better understanding of Partners' perspectives and identify shared objectives and areas of alignment
  - result in an agreed joint spatial plan and work programme
  - provide confidence and certainty to stakeholders and the community



- assist information sharing, efficient and effective working, and provide a stronger voice when advocating to others
  - establish a greater level of preparedness in responding to unforeseen events.
- 2.6. While Greater Christchurch is the primary geographic focus area of the Committee, the Committee will give consideration to the role of Greater Christchurch having regard to the takiwā of the respective Papatipu Rūnanga and Ngāi Tahu whānui, along with Canterbury, South Island and national contexts.
- 2.7. The Partners recognise that Ngāi Tahu holds rangatiratanga as guaranteed under Te Tiriti and as expressed in the Ngāi Tahu Claims Settlement Act 1998 throughout its takiwā.

### 3. BACKGROUND

- 3.1. The Greater Christchurch Partnership Committee is a longstanding joint Committee established in 2007 with a focus on land use and transport infrastructure planning in the context of the four well-beings.
- 3.2. In 2021, the Greater Christchurch Partnership Committee and the Crown agreed to form a Greater Christchurch Urban Growth Partnership Committee to work together to advance shared urban growth objectives relating to housing, infrastructure and land use within the context of the Urban Growth Agenda.
- 3.3. The Greater Christchurch Partnership Committee operates alongside the Greater Christchurch Urban Growth Partnership Committee to advance its wider strategic objectives in the context of intergenerational wellbeing where a collaborative approach amongst local partners is beneficial for current and future communities.
- 3.4. The intention is for the Memorandum of Agreements of the Greater Christchurch Partnership Committee and Greater Christchurch Urban Growth Partnership Committee to include common elements to support the integration and efficient operations of these Committees. The areas which include common elements are:
- Common membership of the Greater Christchurch Partnership Committee members;
  - Independent Chairperson and deputy chairperson;
  - Quorum and conduct of meetings;
  - Delegations;
  - Financial delegations;
  - Limitations of powers;
  - Committee support;
  - Operating principles; and
  - Variations.
- 3.5. The areas of difference between the Greater Christchurch Partnership Committee and Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreements are:
- Terms of Reference;
  - Meeting frequency; and

- Funding.

#### 4. INTERPRETATION

- i. **Agreement** means this Memorandum of Agreement, including any variations entered into from time to time.
- ii. **Chief Executives Advisory Group** is an advisory group of the Chief Executives of the Partners. This means the Chief Executives of the Greater Christchurch Partnership Committee Partners, and for Urban Growth Partnership Committee matters, the addition of representatives from the Ministry of Housing and Urban Development and the Department of Internal Affairs.
- iii. **Committee** means the Greater Christchurch Urban Growth Partnership Committee.
- iv. **Greater Christchurch** means the area covering the eastern parts of Waimakariri and Selwyn Districts Councils and the metropolitan area of Christchurch City Council, including the Lyttelton Harbour Basin. It includes the towns of Rangiora, Kaiapoi and Woodend/Pegasus to the north and Rolleston, Lincoln and West Melton to the south-west and is shown on the map attached overleaf as Figure 1.
- v. **Greater Christchurch Urban Growth Partnership (or Partnership)** means the voluntary arrangements established to support collaboration amongst the Partners, including the Committee, the Chief Executives Advisory Group and staff advisory, coordination and implementation groups.
- vi. **Papatipu Rūnanga of Ngāi Tahu Whānui and their respective Takiwā** means as set out in Schedule 1.
- vii. **Partners** means together Te Rūnanga o Ngāi Tahu, Canterbury Regional Council, Christchurch City Council, Selwyn District Council, Waimakariri District Council, Canterbury District Health Board, Waka Kotahi New Zealand Transport Agency, and the Crown.
- viii. **Senior Officials Group** is a group of Senior Officials of the Partners. This means the Senior Managers of the Greater Christchurch Partnership Committee Partners, and the addition of Senior Officials from the Ministry of Housing and Urban Development and Kāinga Ora Homes and Communities. This group will perform the function of the steering group for the joint spatial plan.
- ix. **Regional Council** means Canterbury Regional Council (operating as Environment Canterbury).
- x. **Territorial Authorities** means Christchurch City Council, Selwyn District Council and Waimakariri District Council.
- xi. **LGA 2002** means the Local Government Act 2002.
- xii. **RMA 1991** means the Resource Management Act 1991.
- xiii. **LTMA 2003** means the Land Transport Management Act 2003.

Figure 1: Map of area referred to as Greater Christchurch



## 5. COMMITTEE MEMBERSHIP

- 5.1. The Committee will have a membership of twenty, comprising nineteen voting members and one non-voting member, made up as follows:
  - i. Two Ministers of the Crown; and
  - ii. The Greater Christchurch Partnership Committee members which are:
    - a. An Independent Chairperson;
    - b. Three representatives appointed by Te Rūnanga o Ngāi Tahu;
    - c. The Chair and two council members from Canterbury Regional Council;
    - d. The Mayor and two council members from Christchurch City Council;
    - e. The Mayor and two council members from Selwyn District Council;
    - f. The Mayor and two council members from Waimakariri District Council;
    - g. The Board Chairperson or a board member of Canterbury District Health Board;
    - h. The Director, Regional Relationships of Waka Kotahi New Zealand Transport Agency, with speaking rights but in a non-voting capacity.
- 5.2. The Partners will each appoint their representatives to the Committee.
- 5.3. The Partners may replace their unspecified representatives from time to time by providing written notice to the Committee confirming the amended appointment.
- 5.4. The Committee may agree to appoint up to two additional non-voting observers from time to time, and for a specified period of time, where such appointments will contribute to and support the work of the Committee.
- 5.5. There is no provision for alternate members, with the exception that the two Ministers of the Crown appointed to the Committee may nominate alternate members in the event that they are unable to attend.
- 5.6. The Committee will not be discharged at the point of each election period (in line with Clause 30(7) of Schedule 7 of the LGA 2002).
- 5.7. Other Partner representatives are welcome to attend and may seek speaking rights.

## 6. INDEPENDENT CHAIRPERSON AND DEPUTY CHAIRPERSON

- 6.1. The Independent Chairperson will be appointed by the Committee and will continue in the role unless otherwise resolved by the Committee or upon a resignation being received.
- 6.2. The Independent Chair will chair the Greater Christchurch Partnership Committee, the Urban Growth Partnership Committee, and the Chief Executives Advisory Group.
- 6.3. Remuneration and contractual arrangements for the Independent Chair will be agreed by the Chief Executives Advisory Group.
- 6.4. A Deputy Chairperson will be appointed by the Committee at the commencement of each triennium, and who shall be a voting member of the Committee. The Deputy Chairperson will continue in the role for the duration of the triennium unless otherwise resolved by the Committee or upon a resignation being received.

6.5. There will be no remuneration for the Deputy Chairperson.

## 7. QUORUM AND CONDUCT OF MEETINGS

7.1. The quorum at a meeting of the Committee consists of the majority of the voting members and must include one of the Ministers of the Crown or their alternate.

7.2. Other than as noted in this Agreement, the standing orders of the administering Council at the time shall apply.

7.3. Voting shall be on the basis of the majority present at the meeting, with no alternates or proxies, aside from those attending as alternates to the Ministers of the Crown.

7.4. For the purpose of clause 6.2, the Independent Chairperson:

- i. has a deliberative vote; and
- ii. in the case of equality of votes, does not have a casting vote (and therefore the act or question is defeated and the status quo is preserved).

## 8. MEETING FREQUENCY

8.1. The Committee shall meet quarterly, or as necessary and determined by the Independent Chair in liaison with the Committee.

8.2. Notification of meetings and the publication of agendas and reports shall be conducted in accordance with the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987.

## 9. TERMS OF REFERENCE

9.1. The role of the Committee is to:

- i. Provide strategic direction for the priorities and functions of the Committee.
- ii. Foster and facilitate a collaborative approach between the Partners to address strategic urban challenges and opportunities for Greater Christchurch which are cross boundary or of sub-regional importance.
- iii. Enable partners to better understand national and Greater Christchurch context.
- iv. Enable partners to identify shared objectives and areas of alignment.

9.2. The priorities of the Committee are to:

- i. Create a well-functioning<sup>1</sup> and sustainable urban environment
- ii. In achieving this, priority will be given to:
  - a. Decarbonising the transport system
  - b. Increasing resilience to natural hazards and the effects of climate change
  - c. Accelerating the provision of quality, affordable housing

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<sup>1</sup> Well-functioning has the meaning as defined in Policy 1, [National Policy Statement on Urban Development 2020](#).

d. Improving access to employment, education and services.

9.3. The functions of the Committee are to:

- i. Provide a forum to collaborate on strategic urban challenges and opportunities.
- ii. Oversee the development and review of a joint spatial plan and implementation of an associated joint work programme.
- iii. Oversee the development and review of other strategies and plans as necessary to enable partners to deliver on the priorities of the Committee.
- iv. In the development of, and to give effect to, the implementation of a joint spatial plan, associated work programme and development of any other strategies and plan as necessary as set out in 9.3 ii-iii, the Committee will:
  - a. Recommend to Partners how funding and resources should be applied to support their development and implementation.
  - b. Undertake wider engagement and consultation as necessary, including where appropriate holding hearings, to assist the development and implementation.
  - c. Recommend to Partners for ratification at individual partner governance meetings.
  - d. Undertake monitoring and reporting on the delivery of adopted strategies and plans.
  - e. Undertake any reviews or updates.
  - f. Ensure alignment with council plans and planning processes, strategies and policies, and evidence.
  - g. Identify and manage risks associated with implementation.
- v. Ensure integrated planning of land-use, housing and infrastructure, including alignment with government policy, such as the National Policy Statement on Urban Development, and advancing opportunities to implement new urban development tools, such as the Infrastructure Funding and Financing Act 2020 and the Urban Development Act 2020.

9.4. In undertaking its role and performing its functions, the Committee will consider seeking the advice of the Chief Executives Advisory Group.

## 10. DELEGATIONS

- 10.1. Establishing, and where necessary amending, protocols and processes to support the effective functioning of the Committee.
- 10.2. Preparing communication and engagement material relevant to the functions of the Committee.
- 10.3. Commissioning and publishing reports relevant to the functions of the Committee.
- 10.4. Undertaking engagement and consultation exercises in support of the functions of the Committee
- 10.5. Selecting an Independent Chair and Deputy Chair in accordance with any process agreed by the Committee and the requirements of the LGA 2002.

10.6. Appointing, where necessary, up to two additional non-voting observers to the Committee.

## 11. FINANCIAL DELEGATIONS

11.1. The Committee can make financial decisions within an agreed budget envelope and as long as the decision does not trigger any change to the statutory plans prepared under the LGA 2002, the RMA 1991, or the LTMA 2003.

## 12. LIMITATION OF POWERS

12.1. In of itself the Committee does not have the authority to commit any Partner to any course of action or expenditure and its recommendations do not compromise the Partners' freedom to deliberate and make decisions.

12.2. For the avoidance of doubt, the Partners are under no obligation to accept the recommendations of the Committee.

12.3. In accordance with legislative requirements, Partners will retain decision-making and other statutory responsibilities in relation to their functions and responsibilities under the LGA 2002, the RMA 1991, and the LTMA 2003.

## 13. OPERATING PRINCIPLES

13.1. The practice of the Committee will be to work to achieve consensus wherever possible to achieve alignment and integration across all Partners.

13.2. The Committee will uphold Te Tiriti o Waitangi and its principles and embody Te Tiriti partnership through its functions and process.

13.3. The Committee will work in a collaborative and cooperative manner and take into account the interests of all sectors of the community.

13.4. The Committee will, at all times, operate in accordance with the requirements of the Local Government Official Information and Meetings Act 1987.

## 14. COMMITTEE SUPPORT

14.1. A Partner Council will act as the administrating authority to the Committee and this will be determined by the Chief Executives Advisory Group for each triennium.

14.2. The Greater Christchurch Partnership secretariat supports effective functioning of the Partnership and works with the Committee Advisor to provide secretariat support to the Committee.

14.3. The Committee is also supported through the provision of advice by the Chief Executives Advisory Group and a Senior Officials Group.

14.4. The Chief Executives will each appoint their respective official to the Senior Officials Group.

14.5. The Terms of Reference of the Chief Executives Advisory Group and Senior Officials Group will be agreed by the Chief Executives Advisory Group.

## 15. PARTNERSHIP FUNDING

- 15.1. The Committee and the collaborative work of the Urban Growth Partnership is supported financially through the provision of a central fund, which includes meeting the costs associated with the roles of Independent Chair and the secretariat.
- 15.2. The Partner Councils funding will be met through the following cost share (Canterbury Regional Council (37.5%), Christchurch City Council (37.5%), Selwyn District Council (12.5%), Waimakariri District Council (12.5%).
- 15.3. Funding will also be provided by central government as a contribution to the administration of the Committee and the joint secretariat at an amount to be agreed.
- 15.4. Annual financial contributions will be determined by the CEAG as part of the annual plan processes of Partner Councils and with reference to the agreed annual work programme of the Partnership.
- 15.5. Partners may make supplementary financial contributions to assist effective Partnership working and the delivery of agreed collaborative work programmes.
- 15.6. For the avoidance of doubt, the successful achievement of strategic goals and implementation of agreed actions within agreed strategies and plans relies on the alignment of individual Partner resources through annual plans, long term plans and other funding processes.

## 16. COMMUNICATIONS

- 16.1. For general matters the Deputy Chair and a nominated Minister of the Committee or their delegate shall be the spokesperson.
- 16.2. For Partner-specific matters the relevant Partner representatives shall be the spokespeople.
- 16.3. For specific projects the Committee may nominate a spokesperson.
- 16.4. For day-to-day operational matters the Partnership Manager shall be the spokesperson.

## 17. VARIATIONS

- 17.1. The Committee may, at any time, make a recommendation to voting member Partners to vary this Agreement.
- 17.2. A recommendation to vary this Agreement must be ratified at the governance meetings of all the individual voting member Partners.
- 17.3. Any variation to this Agreement will be attached to a copy of this document.



## SCHEDULE 1

## Schedule of Papatipu Rūnanga of Ngāi Tahu Whānui and their respective Takiwā<sup>2</sup> within the context of Greater Christchurch

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Te Ngāi Tūāhuriri Rūnanga	The takiwā of Te Ngāi Tūāhuriri Rūnanga centres on Tuahiwi and extends from the Hurunui to Hakatere, sharing an interest with Arowhenua Rūnanga northwards to Rakaia and thence inland to the Main Divide.
Te Hapū o Ngāti Wheke (Rāpaki) Rūnanga	The takiwā of Rāpaki Rūnanga centres on Rāpaki and includes the catchment of Whakaraupō and Te Kaituna.
Te Rūnanga o Koukourārata	The takiwā of Te Rūnanga o Koukourārata centres on Koukourārata and extends from Pohatu Pā to the shores of Te Waihora including Te Kaituna.
Wairewa Rūnanga	The takiwā of Wairewa Rūnanga centres on Wairewa and the catchment of the lake Te Wairewa and the hills and coast to the adjoining takiwā of Koukourārata, Onuku Rūnanga and Taumutu Rūnanga.
Ōnuku Rūnanga	The takiwā of Ōnuku Rūnanga centres on Ōnuku and the hills and coasts of Akaroa to the adjoining takiwā of Te Rūnanga o Koukourārata and Wairewa Rūnanga.
Taumutu Rūnanga	The takiwā of Taumutu Rūnanga centres on Taumutu and the waters of Te Waihora and adjoining lands, and shares a common interest with Te Ngāi Tūāhuriri Rūnanga and Te Rūnanga o Arowhenua in the area south to Hakatere.

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<sup>2</sup> As described in the Schedule of the Order in Council Te Rūnanga o Ngāi Tahu (Declaration of Membership) Order 2001. More detailed description is available in the Mahaanui Iwi Management Plan 2013.



**Greater Christchurch  
Partnership**

**Te Tira Tū Tahī**  
One Group, Standing Together

# Memorandum of Agreement

## Greater Christchurch Partnership Committee

This Memorandum of Agreement is compliant-consistent with the requirements for joint committees as outlined in the Local Government Act (Clause 30A of Schedule 7), as amended by the Local Government Act 2002 Amendment Act 2014.

This Memorandum of Agreement includes, as part of the Agreement, the following appendices:

- the Committee protocol for the resolution of conflicting views
- the Public Deputations guidelines for the Committee
- the Communications Protocol (and associated Regeneration Protocol) for the Committee

Dated:	[INSERT DATE]
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**Greater Christchurch Partnership Committee  
Memorandum of Agreement (~~2017~~2021)**

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[INSERT SIGNATURES]

## 1. PURPOSE OF THE AGREEMENT

- 1.1. To outline the voluntary and collaborative approach agreed between the Partners to address strategic challenges and opportunities for Greater Christchurch.
- 1.2. To comply with the requirements for joint committees as outlined in Clause 30A of Schedule 7 of the Local Government Act 2002.

## 2. BACKGROUND CONTEXT

2.1. The value proposition for collaboration across Greater Christchurch is strong:

- many of the challenges and opportunities facing communities, iwi, and Ceouncils in Greater Christchurch transcend the political boundaries and/or functions of the Partners of its territorial authorities
- ensuring Ngāi Tahu values and aspirations priorities, such as kāinga nohoanga / papakāinga, are reflected and incorporated into strategic planning and decision-making to further recognises and supports agreements with the Crown and enriches the bi-cultural heritage within our communities.
- improving the economic, social, cultural and environmental wellbeing of communities requires the application of statutory functions held by a number of local and central public agencies
- communities have a clear expectation that public agencies must work together efficiently and effectively to deliver agreed community outcomes

2.2. Working in partnership can ~~therefore~~:

- demonstrate visible and collaborative leadership
- build trust and stronger organisational and personal relationships
- enable Partners to build better understanding of individual Partners' perspectives and identify shared objectives and areas of alignment
- result in an agreed framework in which to progress individual initiatives and provide confidence and certainty to stakeholders and the community
- assist information sharing, efficient and effective working, and provide a stronger voice when advocating to others
- establish a greater level of preparedness in responding to unforeseen events.

2.3. While Greater Christchurch is the primary geographic focus area of the Committee, the Committee will give consideration to the role of Greater Christchurch having regard to the takiwā of the respective Papatipu Rūnanga and Ngāi Tahu whānui, along with Canterbury, South Island and national contexts.

2.3.2.4. The Partners recognise that Ngāi Tahu holds rangatiratanga as guaranteed under Te Tiriti and as expressed in the Ngāi Tahu Claims Settlement Act 1998 throughout its takiwā.

### 3. BACKGROUND

2.4.3.1. The Greater Christchurch Partnership Committee is a further evolution of the Greater Christchurch Urban Development Strategy Implementation Committee (UDSIC). The latter was formally established in 2007 with the adoption of the Greater Christchurch Urban Development Strategy (UDS) to oversee implementation the Strategy.

2.5.3.2. Subsequently the UDSIC also provided a forum to advance earthquake recovery matters and resilience planning. In so doing the UDSIC expanded and strengthened its representation to include Te Rūnanga o Ngāi Tahu, the Canterbury District Health Board (CDHB) and the Greater Christchurch Group of the Department of the Prime Minister and Cabinet.

3.3. The Partnership subsequently developed and adopted a number of strategies, including ~~In 2016 the UDSIC adopted the~~ UDS Update (2016) and the Resilient Greater Christchurch Plan (2016), Our Space 2018-2048 (2019) as the future development strategy for Greater Christchurch, and Greater Christchurch Mode Shift Plan (2020).

3.4. In 2020, the Greater Christchurch 2050 project was established to set a vision and plan for Greater Christchurch to achieve intergenerational wellbeing that also responds to climate change and moving towards a zero carbon economy.

3.5. In 2021, the Greater Christchurch Partnership Committee and the Crown agreed to form a Greater Christchurch Urban Growth Partnership Committee to work together to advance shared urban growth objectives relating to housing, infrastructure and land use within the context of the Urban Growth Agenda.

3.6. The Greater Christchurch Partnership Committee operates alongside the Greater Christchurch Urban Growth Partnership Committee to advance its wider strategic objectives in the context of intergenerational wellbeing where a collaborative approach amongst local partners is beneficial for current and future communities.

3.7. The intention is for the Memorandum of Agreements of the Greater Christchurch Partnership Committee and Greater Christchurch Urban Growth Partnership Committee to include common elements to support the integration and efficient operations of these Committees. The areas which include common elements are:

- Committee membership - common membership of the Greater Christchurch Partnership Committee members;
- Independent Chairperson and deputy chairperson;
- Quorum and conduct of meetings;
- Delegations;
- Financial delegations;
- Limitations of powers;
- Committee support;
- Operating principles; and
- Variations.

3.8. The areas of difference between the Greater Christchurch Partnership Committee and Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreements are:

- Terms of Reference;
- Meeting frequency; and
- Funding.

### 3.4. INTERPRETATION

- i. **Agreement** means this Memorandum of Agreement with its Schedules, including any variations entered into from time to time.
- ii. **Committee** means the Greater Christchurch Partnership Committee.
- ~~ii.~~iii. **Chief Executives Advisory Group** is an advisory group of the Chief Executives of the Partners. This means the Chief Executives of the Greater Christchurch Partnership Committee Partners, and for Urban Growth Partnership Committee matters, the addition of representatives from the Ministry of Housing and Urban Development and the Department of Internal Affairs.
- ~~iii.~~iv. **Greater Christchurch** means the area covering the eastern parts of Waimakariri and Selwyn Districts Councils and the metropolitan area of Christchurch City Council, including the Lyttelton Harbour Basin. It includes the towns of Rangiora, Kaiapoi and Woodend/Pegasus to the north and Rolleston, Lincoln and West Melton to the south-west and is shown on the map attached overleaf as Figure 1.
- ~~iv.~~v. **Greater Christchurch Partnership (or Partnership)** means the voluntary arrangements established to support collaboration amongst the Partners, including the Committee, the Chief Executives Advisory Group and staff advisory, coordination and implementation groups.
- vi. **Partners** means together Canterbury Regional Council, Christchurch City Council, Selwyn District Council, Waimakariri District Council, Te Rūnanga o Ngāi Tahu, Canterbury District Health Board, and Waka Kotahi New Zealand Transport Agency. Regenerate Christchurch and the Greater Christchurch Group of the Department of the Prime Minister and Cabinet.
- ~~v.~~vii. **Papatipu Rūnanga of Ngāi Tahu Whānui and their respective Takiwā** means as set out in Schedule 1.
- ~~vi.~~viii. **Senior Managers Group** is a group of Senior Managers of the Partners. This means Senior Managers of the Greater Christchurch Partnership Committee Partners, and for Urban Growth Partnership Committee matters, the addition of Senior Officials from the Ministry of Housing and Urban Development and Kāinga Ora Homes and Communities whom collectively form the Senior Officials Group.
- ~~vii.~~ix. **Strategic framework** means the agreed overarching Strategy of the Partnership, supported by any other partnership strategies, plans and programmes necessary to support a collective approach to improving intergenerational wellbeing in Greater Christchurch through addressing strategic challenges and opportunities, manage growth and address urban development, regeneration, resilience and long-term economic, social, cultural and environmental wellbeing for Greater Christchurch. Currently the overarching Strategy is documented through the Greater Christchurch Urban Development Strategy (2007) and complemented by the Strategy Update (2016).
- ~~viii.~~x. **Regional Council** means Canterbury Regional Council (operating as Environment Canterbury).

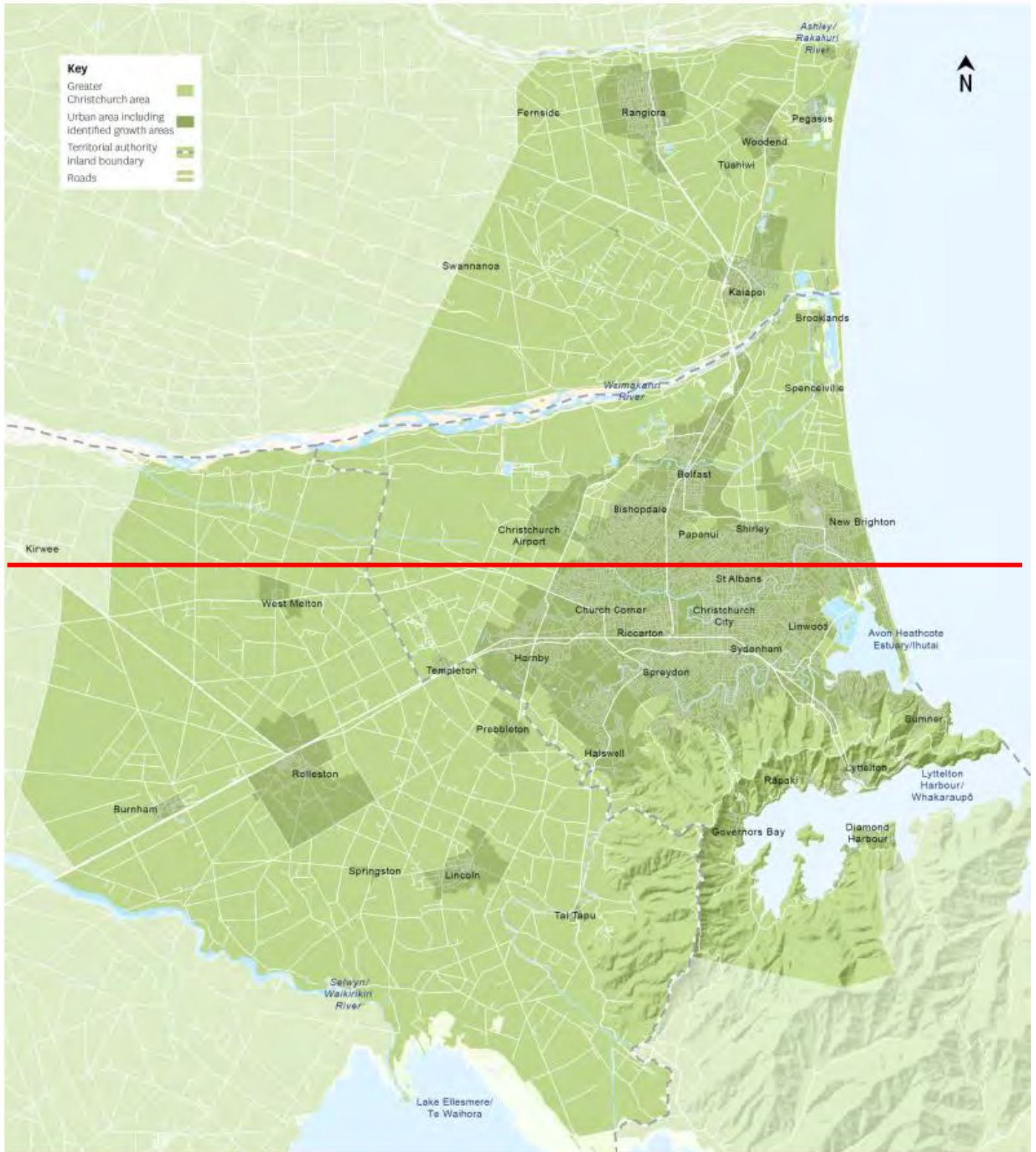
- ~~ix-xi.~~ **Territorial Authorities** means Christchurch City Council, Selwyn District Council and Waimakariri District Council.
- ~~x-xii.~~ **LGA 2002** means the Local Government Act 2002.
- ~~xi-xiii.~~ **RMA 1991** means the Resource Management Act 1991.
- ~~xii-xiv.~~ **LTMA 2003** means the Land Transport Management Act 2003.
- ~~xiii-xv.~~ **GCRA 2016** ~~means the Greater Christchurch Regeneration Act 2016.~~



Figure 1: Map of area referred to as Greater Christchurch







#### 4.5. COMMITTEE MEMBERSHIP

5.1. The Committee will have a membership of ~~twentyeighteen~~, comprising seventeen voting members and ~~three one~~ non-voting members, made up as follows:

- i. An Independent Chairperson;
- ii. The Chair and two council members from Canterbury Regional Council;
- iii. The Mayor and two council members from Christchurch City Council;
- iv. The Mayor and two council members from Selwyn District Council;
- v. The Mayor and two council members from Waimakariri District Council;
- vi. ~~The Kaiwhakahaere of Te Rūnanga o Ngāi Tahu and two~~Three representatives appointed by Te Rūnanga o Ngāi Tahu
- vii. The Board Chairperson or a board member of Canterbury District Health Board;
- viii. The Director, Regional Relationships of ~~the Waka Kotahi~~ New Zealand Transport Agency, with speaking rights but in a non-voting capacity.
  - i. ~~The Chief Executive of Regenerate Christchurch, with speaking rights but in a non-voting capacity~~
  - ii. ~~The Director of the Greater Christchurch Group of the Department of the Prime Minister and Cabinet, with speaking rights but in a non-voting capacity~~

5.2. The Partners will each appoint their representatives to the Committee.

4.1.5.3. The Partners may replace their unspecified representatives from time to time by providing written notice to the Committee confirming the amended appointment.

4.2.5.4. The Committee may agree to appoint up to two additional non-voting observers from time to time and for a specified period of time where such appointments will contribute to and support the work of the committee.

4.3.5.5. There is no provision for alternates. Other Partner representatives are welcome to attend and may seek speaking rights.

4.4.5.6. The Committee will not be discharged at the point of each election period (in line with Clause 30(7) of Schedule 7 of the LGA 2002.

#### 5.6. INDEPENDENT CHAIRPERSON AND DEPUTY CHAIRPERSON

6.1. The Independent Chairperson will be appointed by the Committee and will continue in the role unless otherwise resolved by the Committee or upon a resignation being received.

5.1.6.2. The Independent Chair will chair the Greater Christchurch Partnership Committee, the Urban Growth Partnership Committee, and the Chief Executives Advisory Group.

5.2.6.3. Remuneration and contractual arrangements for the Independent Chair will be agreed by the Chief Executives Advisory Group.

5.3.6.4. A Deputy Chairperson will be appointed by the Committee at the commencement of each triennium, and who shall be a voting member of the Committee. The Deputy Chairperson will continue in the role for the duration of the

triennium unless otherwise resolved by the Committee or upon a resignation being received.

5.4.6.5. There will be no remuneration for the Deputy Chairperson.

## 6.7. QUORUM AND CONDUCT OF MEETINGS

7.1. The quorum at a meeting of the Committee consists of the majority of the voting members.

6.4.7.2. Other than as noted in this Agreement, the standing orders of the administering Council at the time, shall apply.

6.2.7.3. Voting shall be on the basis of the majority present at the meeting, with no alternates or proxies.

6.3.7.4. For the purpose of clause 6.2, the Independent Chairperson:

- i. has a deliberative vote; and
- ii. in the case of equality of votes, does not have a casting vote (and therefore the act or question is defeated and the status quo is preserved).

## 7.8. MEETING FREQUENCY

7.1.8.1. Notification of meetings and the publication of agendas and reports shall be conducted in accordance with the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987.

7.2.8.2. The Committee shall meet monthly, or as necessary and determined by the Independent Chair in liaison with the Committee.

7.3.8.3. The Committee welcomes external speakers by deputation however the right to speak at meetings must be in accordance with the adopted public deputation guidelines of the Committee.

## 8.9. TERMS OF REFERENCE

8.1.9.1. The role of the Committee is to:

- i. Foster and facilitate a collaborative approach between the Partners to address strategic challenges and opportunities for Greater Christchurch.
- ii. Show clear, decisive and visible collaborative strategic leadership amongst the Partners, to wider stakeholders, agencies and central government and to communities across Greater Christchurch.
- iii. Enable Partners to better understand individual perspectives and identify shared objectives and areas of alignment.
- iv. Assist information sharing, efficient and effective working, and provide a stronger voice when advocating to others.
- ii.v. Establish, and periodically review, an agreed strategic framework to support a collective approach to improving intergenerational wellbeing in Greater Christchurch through addressing strategic challenges and opportunities. manage growth and address urban development, regeneration, resilience

~~and long term economic, social, cultural and environmental wellbeing for Greater Christchurch~~

~~iii.vi.~~ iii.vi. ~~Oversee implementation of strategies and plans endorsed by the Committee and ratified at individual Partner governance meetings, including through the adoption and delivery of an annual joint work programme.~~

~~iv.vii.~~ iv.vii. ~~Ensure the Partnership proactively engages with other related partnerships, agencies and organisations critical to the achievement of its strategic~~  
~~goals/functions.~~

8.2.9.2. The functions of the Committee are to:

- i. Establish, and periodically review, an agreed strategic framework to support a collective approach to improving intergenerational wellbeing in Greater Christchurch. ~~manage growth and address urban development, regeneration, resilience and long term economic, social, cultural and environmental wellbeing for Greater Christchurch. This is currently expressed through the Greater Christchurch Urban Development Strategy (2007) and the associated Strategy Update (2016).~~
- ii. As required, develop new and review existing strategies and plans to enable Partners to work more collaboratively with each other and to provide greater clarity and certainty to stakeholders and the community. Existing strategies and plans endorsed by the Greater Christchurch Partnership Committee or endorsed by the UDSIC and inherited by this Committee are published on the Partnership's website.
  - ~~a. Greater Christchurch Urban Development Strategy (2007)~~
  - ~~b. Greater Christchurch Travel Demand Management Strategy and Action Plan (2009)~~
  - ~~c. Greater Christchurch Urban Development Strategy Action Plan (2010)~~
  - ~~d. Greater Christchurch Transport Statement (2012)~~
  - ~~e. Greater Christchurch Freight Study and Action Plan (2014/15)~~
  - ~~f. Greater Christchurch Urban Development Strategy Update (2016)~~
  - a. Resilient Greater Christchurch Plan (2016)
- iii. Recommend to Partners for ratification at individual partner governance meetings any new or revised strategies and plans.
- iv. Adopt and monitor the delivery of an annual joint work programme to deliver on strategic goals and actions outlined in adopted strategies and plans.
- v. Undertake reporting on the delivery of adopted strategies and plans, including in relation to an agreed strategic outcomes framework.
- vi. Identify and manage risks associated with implementing adopted strategies and plans.
- vii. Establish and maintain effective dialogue and relationships (through meetings, forums and other communications) with other related partnerships, agencies and organisations to the support the role of the Committee, including but not limited to:



- a. ~~Waka Toa Ora (Healthy Greater Christchurch) (and any similar arrangements in Selwyn and Waimakariri Districts) and other health partnerships~~
  - b. ~~Safer Christchurch (and any similar arrangements in Selwyn and Waimakariri Districts)~~
  - c. ~~Greater Christchurch Public Transport Joint Committee~~
  - d. Canterbury Mayoral Forum
  - e. ~~New Zealand Police and other emergency services~~
  - f. Tertiary institutions and educational partnerships
  - g. ~~Regeneration agencies, including Ōtākaro Limited and Development Christchurch Limited~~
  - h. Strategic infrastructure providers
  - i. Government departments
- viii. Undertake wider engagement and consultation as necessary, including where appropriate seeking submissions and holding hearings, to assist the development of any strategies and plans.
- ix. Advocate to central government or their agencies or other bodies on issues of concern to the Partnership, including through the preparation of submissions (in liaison with the Canterbury Mayoral Forum as necessary).
- x. For the avoidance of doubt, the Committee's strategic transport functions include:
- a. Consider key strategic transport issues, national policies and public transport associated collaborative business cases.
  - b. Develop the Greater Christchurch component of the Regional Public Transport Plan and recommend to the Canterbury Regional Council for approval, when required.
  - c. Monitor the delivery of the strategic public transport work programme in Greater Christchurch.

8.3.9.3. In undertaking its role and performing its functions the Committee will consider seeking the advice of the Chief Executives Advisory Group.

## 9.10. DELEGATIONS

9.1.10.1. Establishing, and where necessary, amending, protocols and processes to support the effective functioning of the Committee, including but not limited to those relating to the resolution of conflicting views, communications and public deputations.

10.2. Preparing communication and engagement material and publishing reports relevant to the functions of the Committee.

9.2.10.3. Commissioning and publishing reports relevant to the functions of the Committee.

10.4. Undertaking engagement and consultation exercises in support of the terms of reference and functions of the Committee.

~~9.3.10.5.~~ Selecting an Independent Chair and Deputy Chair in accordance with any process agreed by the Committee and the requirements of the LGA 2002.

~~9.4.10.6.~~ Making submissions, as appropriate, on Government proposals and other initiatives relevant to the role of the Committee.

~~9.5.10.7.~~ Appointing, where necessary, up to two additional non-voting observers to the Committee.

#### ~~10.11.~~ FINANCIAL DELEGATIONS

~~10.4.11.1.~~ The Committee can make financial decisions within an agreed budget envelope and as long as the decision does not trigger any change to the statutory plans prepared under the LGA 2002, the RMA 1991, or the LTMA 2003.

#### ~~11.12.~~ LIMITATION OF POWERS

~~11.4.12.1.~~ In of itself the Committee does not have the authority to commit any Partner to any course of action or expenditure and its recommendations do not compromise the Partners' freedom to deliberate and make decisions.

~~11.2.12.2.~~ For the avoidance of doubt, the Partners are under no obligation to accept the recommendations of the Committee.

~~11.3.12.3.~~ In accordance with legislative requirements Partners will retain decision-making and other statutory responsibilities in relation to their functions and responsibilities under the LGA 2002, the RMA 1991, and the LTMA 2003, ~~and, where relevant, the GCRA 2016.~~

#### ~~12.13.~~ OPERATING PRINCIPLES

~~13.1.~~ The practice of the Committee will be to work to achieve consensus wherever possible to achieve alignment and integration across all Partners.

~~12.4.13.2.~~ The Committee will uphold Te Tiriti o Waitangi and its principles and embody Te Tiriti partnership through its functions and processes.

~~12.2.13.3.~~ In making recommendations and when preparing strategies and plans the Committee will operate within the principle of subsidiarity where decision-making is the responsibility of individual Partners unless it would be more effective and/or improved outcomes could be achieved for the matter to be ~~resolved-considered~~ through collaborative agreement.

~~12.3.13.4.~~ The Committee will work in a collaborative and cooperative manner and take into account the interests of all sectors of the community.

~~12.4.13.5.~~ The Committee will at all times operate in accordance with the requirements of the Local Government Official Information and Meetings Act 1987.

#### ~~13.14.~~ COMMITTEE SUPPORT

~~13.1.14.1.~~ A Partner Council will act as the administering authority to the Committee and this will be determined by the CEAG for each triennium.

~~13.2.~~ ~~The administering authority will cover the costs associated with the provision of secretariat support from its staff.~~

~~13.3.14.2.~~ A dedicated ~~Implementation Manager~~secretariat supports effective functioning of the Partnership and works with the Committee Advisor to provide secretariat support to the Committee.

~~14.3.~~ The Committee is also supported through the provision of advice by the Chief Executives Advisory Group and, where required, that of staff advisory, coordination and implementation groups.

~~14.4.~~ The Chief Executives will each appoint their respective official to the Senior Managers Group.

~~13.4.14.5.~~ The Terms of Reference of the Chief Executives Advisory Group and Senior Managers Group will be agreed by the Chief Executives Advisory Group.

## PARTNERSHIP FUNDING

~~13.5.14.6.~~ The Committee and the collaborative work of the Partnership is supported financially through the provision of a central fund, which includes meeting the costs associated with the roles of Independent Chair and ~~Implementation Manager~~the secretariat.

~~13.6.14.7.~~ The agreed funding formula for this financial contribution is Environment Canterbury Regional Council (37.5%); Christchurch City Council (37.5%); Selwyn District Council (12.5%) and Waimakariri District Council (12.5%).

~~13.7.14.8.~~ Annual financial contributions will be determined by the CEAG as part of the annual plan processes of Partner Councils and with reference to the agreed annual work programme of the Partnership.

~~13.8.14.9.~~ Other Partners may ~~from time to time~~ make supplementary financial contributions to assist effective Partnership working and the delivery of agreed collaborative work programmes.

~~13.9.14.10.~~ \_\_\_\_\_ For the avoidance of doubt, the successful achievement of strategic goals and implementation of agreed actions within existing strategies and plans relies on the alignment of individual Partner resources through annual plans, long term plans and other funding processes.

## ~~14.15.~~ VARIATIONS

~~14.1.15.1.~~ The Committee may, at any time, make a recommendation to voting member Partners to vary this Agreement.

~~14.2.15.2.~~ A recommendation to vary this Agreement must be ratified at the governance meetings of all the individual voting member Partners.

~~14.3.15.3.~~ Any variation to this Agreement will be attached to a copy of this document.

## APPENDIX 1

### Greater Christchurch Partnership Committee

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#### Resolution of Conflicting Views

The parties acknowledge the need for a mechanism to resolve any conflicting points of view that may arise from time to time and a mechanism by which any member(s) of the Committee may request its use to ensure that any matter or issue is given fair and reasonable consideration prior to formal consideration by the Committee.

#### **For the purpose of conflict resolution the following procedures should apply:**

- Any member(s) of the Committee may feel that further discussion, evaluation or consideration is required prior to moving forward on a particular matter.
- It is proposed that in such situations, any member(s) may request the referral of such matters for further review. It is noted that this mechanism is not for the purposes of creating any delay but solely to ensure matters have been given adequate consideration.
- If any matter is referred for review, the review is to be undertaken by the Independent Chair and two Committee members. The review group is to include the member, or at least one of the members, who requested that a matter be reviewed. The Independent Chair shall select the two members of the Committee who will participate in the review group having regard to the nature of the matter being reviewed. After consideration of the matter, the review group will report back to the Committee on the outcome.
- Requests for reviews shall be made at any meeting of the Committee. The Independent Chair shall be the final arbiter of what matters are to be referred for review. Review requests must be accompanied by reasons.
- Review requests are to be made without other Committee members criticising the request. The ability to make such a request in a non-threatening environment is part of “this is the way we do our business” approach.



## APPENDIX 2

### Greater Christchurch Partnership Committee

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#### Public Deputations Guidelines

The Greater Christchurch Partnership Committee is a joint committee of the Partner Councils and other organisations and welcomes speakers at its meetings. The right to speak at meetings must however be specifically requested and the following guidelines set out the process which must be followed.

##### Requests to speak

1. Notwithstanding any Standing Orders relating to public deputations, any person requesting to speak at a meeting of Committee must make such a request in writing to the Committee Advisor at least six clear working days before the date of the meeting concerned.
2. Such a request must detail who would be speaking, which organisation (if any) they would be representing and the topic of the presentation sought to be covered.
3. Presentation topics must relate to ~~matters covered in the Greater Christchurch Urban Development Strategy (2007)~~ the functions of the Committee and must relate to an any specific agenda items for the meeting concerned.

##### Confirmation of requests

4. The Independent Chair will consider any request to speak and confirm his/her decision at least two working days before the date of the meeting concerned.
5. The Independent Chair may refuse requests for any reason set out in Standing Orders, including:
  - a. The speaker has already presented on the same topic.
  - b. The matter is subject to legal proceedings.
  - c. The matter is subject to a hearing.

##### Urgent requests

6. Notwithstanding point 1 above, where in the opinion of the Independent Chair a request made outside the above timeframes is considered urgent or of major public interest, such a request may be granted.

##### Presentations

7. It would be of assistance to Committee representatives and associated staff if a written summary of the speaker's topic is submitted to the Independent Chair prior to the meeting concerned.
8. If a written submission is presented prior to the meeting concerned it will not be necessary for the speaker to read it verbatim, but merely to outline the general content.
9. Unless given specific prior permission by the Independent Chair, speakers should present for no more than ten minutes.
10. The Chairperson may terminate a presentation in progress for any reason set out in standing orders, including:
  - a. The speaker is being repetitious, disrespectful or offensive

- b. The Chairperson has reason to believe that statements have been made with malice.
11. If the presentation relates to an agenda item to be subsequently debated Committee representatives may ask questions of clarification but will not enter into debate.

#### Responses to deputations

12. An initial response to deputations will be provided at the end of the Committee meeting concerned. The Committee (or staff on behalf of the Partners) will then provide a written response to any points raised by speakers, as considered appropriate by the Independent Chair, within two working days of the meeting concerned.

Note: Presentations to the Committee may be made in English, Māori or any other language, including New Zealand Sign Language. Prior arrangement with the Independent Chair should be sought at least two working days before the meeting if the address is not in English. The Independent Chair may order that any speech or document presented be translated and/or printed in another language. If the other language is an official language of New Zealand (e.g. English, Māori or New Zealand Sign Language), the translation and printing costs will be met by the Partnership.

## APPENDIX 3

# Greater Christchurch Partnership Committee

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## Partnership and Communications Protocol

~~(Adopted by the Greater Christchurch Partnership Committee at its meeting on 2 June 2017)~~

### 1.0 Purpose

This protocol has been prepared to enable members of the Greater Christchurch Partnership (GCP) to work together in a collaborative manner taking a ‘no surprises’ approach. ~~It ensures~~The purpose is to ensure early communication and consultation between the Partners during the preparation of reports, policy/plan, initiatives, and reviews that relate to the ~~strategic goals~~functions of the ~~GCP Committee~~ and other matters that could impact upon the Partnership.

Using this Protocol will enhance the trust and mutual respect between Partner organisations and avoid misunderstandings or outcomes that undermine the benefits of unified sub-regional leadership.

This Protocol forms part of the Partnership’s Memorandum of Agreement ~~and is supplemented by the more specific Regeneration Protocol.~~

### 2.0 Principles

The Partners commit to:

- 2.1 Work collaboratively:** Partners maintain a free flow of information, by regular formal and informal reporting and discussions. In particular, ~~p~~Partners will signal potential decisions on policies, plans and actions early via the GCP governance and management structure (Senior Managers’ Group, CEAG and at GCP Committee).
- 2.2 A ‘no surprises policy’:** Partners communicate in an open and respectful manner, declaring issues and interests as soon as practicable. Partners consider the implications of their decisions and actions on the GCP and other partners ahead of time, and inform each other in advance of any major strategic initiative.
- 2.3 Demonstrate leadership:** Partners will demonstrate their commitment to working collaboratively to their organisations and their communities, and champion the process of partnership when implementing any and all of the strategies and action plans agreed by the GCP.
- 2.4 Discuss funding:** Partners discuss funding issues openly within the Partnership, particularly when there are gaps or changes that need to be made.
- 2.5 Respond promptly:** Partners respond in an agreed and timely manner to any communication and consultative initiative by another Partner. The Partner proposing the policy, plan or action has responsibility for managing the associated timeframe and will advise other Partners accordingly.

### 3.0 Applications

This protocol applies in any and all of, but not exclusively, these situations:

- If any matter is a ‘statement of proposal’ relating to any strategy managed by the GCP (for example ~~spatial plans~~plans~~UDS~~, Resilient Greater Christchurch Plan, Greater Christchurch Transport Statement) that has the potential to impact on other Partners;

- The matter involves more than one Partner and requires or involves a sub-regional response;
- The matter involves funding from more than one Partner;
- The matter may impact across the boundary into another ~~local authority~~ Partner Council;
- The matter may result in significant ~~additional traffic on impact on a~~ neighbouring local authority ~~roads, State Highways or public transport routes~~ or national infrastructure;
- The matter proposes a new service that may be used by residents of another local authority;
- The matter relates to infrastructure provision to or from an adjacent local authority.

#### 4.0 Spokespeople

- For general matters the Deputy Chair of the GCP Committee shall be the spokesperson.
- For Partner-specific matters the relevant Partner representatives shall be the spokesperson.
- For GCP specific projects the GCP may nominate a spokesperson.
- For day-to-day operational matters the GCP Partnership Manager shall be the spokesperson.

#### 5.0 Approvals, Implementation and Monitoring

The GCP Committee representatives ~~are responsible for giving effect to this protocol~~ are responsible for giving effect to this protocol ~~on behalf of their organisations.~~ Thereafter, partner Chief Executives and the Senior Management Group has responsibility for Protocol management and ongoing implementation. It is the responsibility of each Partner to integrate the application of the Protocol within their organisation and through their representatives on each and every GCP group.

#### 6.0 Resolution of Conflicts

The Partners commit to work in good faith to resolve any disagreements or conflicts that may arise in relation to the implementation of this Protocol. If any matters are unable to be resolved by the GCP-Senior Management Group, the matter is to be referred to the GCP Chief Executives Advisory Group for consideration and resolution of issues.

#### 7.0 Review

This Protocol will remain in effect until further notice. It may be reviewed at any time by agreement of the Chief Executives Advisory Group, with any amendments recommended to the GCP Committee for endorsement.

**SCHEDULE 1**

**Schedule of Papatipu Rūnanga of Ngāi Tahu Whānui and their respective Takiwā<sup>1</sup> within the context of Greater Christchurch**

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<u>Te Ngāi Tūāhuriri Rūnanga</u>	<u>The takiwā of Te Ngāi Tūāhuriri Rūnanga centres on Tuahiwi and extends from the Hurunui to Hakatere, sharing an interest with Arowhenua Rūnanga northwards to Rakaia and thence inland to the Main Divide.</u>
<u>Te Hapū o Ngāti Wheke (Rāpaki) Rūnanga</u>	<u>The takiwā of Rāpaki Rūnanga centres on Rāpaki and includes the catchment of Whakaraupō and Te Kaituna.</u>
<u>Te Rūnanga o Koukourārata</u>	<u>The takiwā of Te Rūnanga o Koukourārata centres on Koukourārata and extends from Pohatu Pā to the shores of Te Waihora including Te Kaituna.</u>
<u>Wairewa Rūnanga</u>	<u>The takiwā of Wairewa Rūnanga centres on Wairewa and the catchment of the lake Te Wairewa and the hills and coast to the adjoining takiwā of Koukourārata, Onuku Rūnanga and Taumutu Rūnanga.</u>
<u>Ōnuku Rūnanga</u>	<u>The takiwā of Ōnuku Rūnanga centres on Ōnuku and the hills and coasts of Akaroa to the adjoining takiwā of Te Rūnanga o Koukourārata and Wairewa Rūnanga.</u>
<u>Taumutu Rūnanga</u>	<u>The takiwā of Taumutu Rūnanga centres on Taumutu and the waters of Te Waihora and adjoining lands, and shares a common interest with Te Ngāi Tūāhuriri Rūnanga and Te Rūnanga o Arowhenua in the area south to Hakatere.</u>

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<sup>1</sup> As described in the Schedule of the Order in Council Te Rūnanga o Ngāi Tahu (Declaration of Membership) Order 2001. More detailed description is available in the Mahaanui Iwi Management Plan 2013.

## Regeneration Protocol

(Adopted by the Greater Christchurch Partnership Committee at its meeting on 7 April 2017)

Partners with a role under the Greater Christchurch Regeneration Act 2016 (the Act) agree to use Urban Development Strategy Implementation Committee (UDSIC) as the forum for early socialisation of partners' interests to exercise the regeneration planning powers under Act (i.e. those set out in Part one, subpart 2 of the Act only) as follows:

### Partners agree to:

- ~~**work collaboratively:** There is a free flow of information between partners, by regular formal and informal reporting and discussion. In particular, partners will signal potential interest to use the Act early via the UDSIC governance structure (Senior Managers' Group, CEAG and at UDSIC).~~
- ~~**a "no surprises policy":** Partners are aware of any possible implications of their decisions and actions for other partners. That is, partners are aware of potential implications on their existing priorities and/or resources, issues that may be discussed in the public arena ahead of time; and that partners inform each other in advance of any major strategic initiatives.~~
- ~~**respond promptly:** The Regeneration Plan process under the Act is a collaborative process but also includes specified statutory timeframes. As such it is vital that partners provide prompt responses to the proponents of Regeneration Plans when views are sought.~~

### Partners recognise:

- ~~**the importance of using the Act wisely before its expiry:** The full potential of the Act can be maximised through the adoption of a planned and co-ordinated approach to regeneration. In particular, a focus on prioritising those opportunities that have the potential to achieve the greatest regeneration outcomes.~~
- ~~**that UDSIC does not have any decision rights over partners' decision to avail themselves of the powers under the Act:** In general, this protocol is not intended to constrain the use of powers under the Act by any of the partners.~~
- ~~**that some partners have no role under the Act, however they are able to contribute to related discussions:** It is acknowledged that these partners might have an indirect interest in the use of powers under the Act.~~

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** Gov-01-11 / 210920151295**REPORT TO:** Council**DATE OF MEETING:** 5 October 2021**AUTHOR(S):** Sarah Nichols, Governance Manager**SUBJECT:** 2022 Council Meeting Schedule**SIGNED BY:**  
(for Reports to Council,  
Committees or Boards)  
Department Manager  
Chief Executive**1 SUMMARY**

The purpose of this report is to adopt a meeting schedule for 2022 for the ordinary Council and Standing Committee meetings. The schedule is based on current timetabling patterns adopted over recent years by the Council, with some adjustments from the 2021 meeting schedule.

Attachments:

- i. Proposed Waimakariri District Council Meetings Calendar of 11th Term of Council – 24 January 2022 to 4 October 2022. (Trim 210902141186 circulated separately).

**2 RECOMMENDATION****THAT** the Council:

- (a) **Receives** report No 210920151295.
- (b) **Adopts** the following meeting schedule for the period from 24 January to 4 October 2022 (as outlined in Trim 210902141186).
- (i) Ordinary Council Meeting Dates commencing at 1pm on the first Tuesday of the month:

1 February 2022	1 March 2022	5 April 2022
3 May 2022	7 June 2022	5 July 2022
2 August 2022	6 September 2022	4 October 2022

- (ii) Council meetings relating to (Draft) Annual Plan and Annual Report including submissions and hearings:

2 and 3 February 2022 (Budgets)	4 and 5 May 2022 (Hearings)	24 and 25 May 2022 (Deliberations)
14 June 2022 (Adoption)	21 June 2022 (Reserve Adoption)	4 October 2022 (Annual Report)



- (c) **Adopts** the following meeting schedule for the period from 24 January 2022 to 4 October 2022 for Committees:

- (i) Audit and Risk Committee commencing at 9am on Tuesdays:

15 February 2022	15 March 2022	17 May 2022
19 July 2022	23 August 2022	20 September 2022

- (ii) District Planning and Regulation Committee at 1pm on Tuesdays:

22 February 2022	26 April 2022	21 June 2022
23 August 2022	20 September 2022	

- (iii) Community and Recreation Committee generally at 3.30pm on Tuesdays:

15 February 2022	15 March 2022	31 May 2022
19 July 2022 (1pm)	16 August 2022	20 September 2022

- (iv) Utilities and Roading Committee generally at 3.30pm on Tuesdays:

22 February 2022	22 March 2022	26 April 2022
17 May 2022	21 June 2022	19 July 2022
23 August 2022 (4pm)	27 September 2022	

- (v) Mahi Tahi Joint Development Committee at 9am on Tuesdays:

8 February 2022	8 March 2022	5 April 2022
14 June 2022	12 July 2022	6 September 2022

- (vi) Land and Water Committee at 1pm on Tuesdays

15 February 2022	22 March 2022	17 May 2022
16 August 2022	27 September 2022	

- (vii) District Licencing Committee at 9am on Fridays

28 January 2022	25 February 2022	25 March 2022
29 April 2022	27 May 2022	15 July 2022
26 August 2022	23 September 2022	

- (viii) Waimakariri Water Zone Committee at 3.30pm on Mondays

31 January 2022	4 April 2022	4 July 2022	5 September 2022
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- (d) **Notes** the Mahi Tahi Joint Development Committee dates and locations will be subject to further confirmation with our Ngāi Tūāhuriri partners.
- (e) **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.
- (f) **Notes** the Community Boards will adopt their own timetable at their meetings held during October and November 2021, as proposed in Trim 210902141186.
- (g) **Notes** that no formal meetings are scheduled for Councillors on the weeks of 18 April, 27 June, 25 July and 29 August 2022.
- (h) **Circulates** a copy of the finalised meeting times to Ngāi Tūāhuriri partners and the Community Boards for their reference.

### **3 BACKGROUND**

- 3.1 This term has experienced an increase of meetings, in part due to additional committees and increased work related to the Utilities and Roading Unit involving 3Waters reform and Stimulus/Shovel Ready projects, along with additional working groups, particularly in areas of Long Term Budget Planning, social housing and property. It is deemed prudent to set the primary Council meeting schedule in October 2021 to enable good forward planning, including with partnerships and neighbouring councils whilst ensuring efficient use of members time.
- 3.2 During 2021 ordinary Council meetings occurred at 1pm on the first Tuesday of the month, with the Standing Committees generally alternating in two pairs on the third Tuesday of each month. This scheduling has worked well, and it is therefore recommended to continue with a similar pattern.
- 3.3 Since July 2014, specific monthly briefing (public excluded) non-decision making sessions relating to district-wide matters have been brought before Council. This has proven to be effective for both members and staff. It is therefore proposed that these specific briefing sessions continue during 2022, commencing in February, generally on the second Tuesday of the month. In addition, it is proposed that some specialist briefings will still occur after the related standing committee meetings.

### **4 ISSUES AND OPTIONS**

- 4.1 2022 is proposed to be a busy year with local body elections occurring in October, along with ongoing 3Waters, Resource Management and Future of Local Government reform related matters occurring throughout the year. Feedback has been received that it would be beneficial for the Council to have scheduled breaks from meeting commitments to balance members other community commitments. Therefore it is prudent to factor into the proposed schedule, break weeks. No formal meetings have therefore been scheduled the weeks of 18 April, 27 June, 25 July and 29 August 2022.
- 4.2 The recommendation to the Community Boards is to continue with their current meeting pattern for 2022, as it dovetails with the timing of the Council and Committee meetings, ensuring the availability of Councillors and the flow of information between the two levels of governance.
- 4.3 Each March, the Council holds a Hui with Ngāi Tūāhuriri Rūnanga, alternating hosting between the Tuahiwi Marae and the Council Chambers. This meeting is in addition to the alternate monthly meetings between the parties. The Hui provides an additional opportunity to discuss matters with a focus on the Council's Annual Plan budgetary proposals and to continue to strengthen the relationship. Accordingly, the Council proposes to host Ngāi Tūāhuriri Runanga on either 17 or 24 March 2022 (subject to their confirmation) to coincide with the Annual Plan consultation period, which is proposed to commence from early March 2022.
- 4.4 It is proposed that the last meeting of the 11<sup>th</sup> term of Council be held on Tuesday 4 October 2022, as the Local Government Elections will be held on Saturday 8 October 2022. The incoming Council will approve the meeting schedule for the 12<sup>th</sup> term of Council at their inauguration meeting.
- 4.5 There are no implications to community wellbeing by the issues and options that are the subject matter of this report.
- 4.6 The Management Team has reviewed this report.

## **5 COMMUNITY VIEWS**

### **5.1 Mana whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by or have an interest in the subject matter of this report, as their representatives will be invited to attend some of the scheduled meetings. Information will be shared with Te Ngāi Tūāhuriri at an upcoming Mahi Tahi Joint Development Committee to ensure mutual meeting dates directly affecting the Runanga are agreed.

### **5.2 Groups and Organisations**

Community views were not sought for the timetabling as there are no groups and organisations likely to be affected by or to have an interest in the subject matter of this report. However, the established pattern of Council and Community Board meetings has generally worked well for members, taking into account other community commitments.

Some members of the public may be disadvantaged with meetings being held during the day due to work or family commitments. Submission hearing timings and locations are considered prior to each consultation. The Annual Plan hearings will be scheduled over a mix of day and evening times to enable submitters the opportunity to speak over a wider timeframe.

### **5.3 Wider Community**

The wider community is not likely to be affected by or to have an interest in the subject matter of this report. However, the Waimakariri District Council has been holding the majority of its Council and Committee meetings on Tuesdays for a number of years, and it is known within the community.

The most appropriate way to ensure that the wider community is aware of the various meetings being held is to establish a meeting calendar. All Council, Standing Committees, Community Board meetings are also publicly advertised in compliance with the Local Government Official Information and Meetings Act 1987 (LGOIMA). Meetings are also advertised on the Council's website and at Service Centres on in-house television screens. Additional notification of Annual Plan submission and hearing dates and process occurs to maximise public awareness of Council meetings and the opportunity to contribute to the decision making process.

## **6 OTHER IMPLICATIONS AND RISK MANAGEMENT**

### **6.1 Financial Implications**

There are financial implications of the decisions sought by this report, as the servicing of Council, Committees and Community Boards are met within existing Council Governance Budgets.

### **6.2 Sustainability and Climate Change Impacts**

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

### **6.3 Risk Management**

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

### **6.4 Health and Safety**

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

## **7 CONTEXT**

### **7.1 Consistency with Policy**

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

**7.2 Authorising Legislation**

Local Government Act 2002 Schedule 7 clause 19 - *A Local Authority must hold the meetings that are necessary for the good government of its region or district.*

Meetings must be called and conducted in accordance with Local Government Official Information and Meetings Act 1987 (LGOIMA) and the Standing Orders of the Local Authority.

**7.3 Consistency with Community Outcomes**

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

**7.4 Authorising Delegations**

The Council set meetings for Council and Committees. Each Community Board set individual meeting times.

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR INFORMATION**

**FILE NO and TRIM NO:** EXC-34-20/210924154678

**REPORT TO:** COUNCIL

**DATE OF MEETING:** 5 October 2021

**AUTHOR(S):** Jim Harland, Chief Executive

**SUBJECT:** Wellbeing, Health and Safety Report to Council September 2021

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

\_\_\_\_\_

Department Manager

\_\_\_\_\_

Chief Executive

**1. SUMMARY**

- 1.1 This report is to update the Council on Wellbeing, Health and Safety matters for the month of September 2021. This report is trending from September 2020 to September 2021.
- 1.2 Key points of interest and actions for the month of September in the Wellbeing, Health and Safety function include:
- 1.2.1 During the ongoing COVID19 lockdown, provision of regular health and wellbeing advice, communication and engagement from the Chief Executive, and Safety and Risk team, were well received across council, with positive feedback from staff members. This included oversight and delivery of council response to the transition from a national level 4 to 2 lockdown, driving our adherence to national mandates, especially in relation to delivery of essential services and maintenance of health and wellbeing requirements under the lockdown regulations.
- 1.2.2 OPSEC (security specialists) undertook situational awareness training for 105 members of staff during the August/September period (see paragraph 4.1), with 38 members of staff also receiving manual handling training and 41 receiving fire extinguisher training.
- 1.2.3 The Chief Executive has asked the Safety and Risk team to review and refresh Health, Safety and Wellbeing reporting to Council to enable better lead indicator and trend analysis, to improve incident management and de-escalation and to widen the coverage of staff, volunteer and especially contractor incidents. This should also pick up on issues like cable strikes and adverse interactions, to enable council to identify trends and better manage potential crisis and to reduce high risk factors.
- 1.2.4 During September, the Health and Safety Representatives (HSRs) committee met, with the Chief Executive being present, to provide leadership feedback and to answer any questions which the representatives might have (see paragraph 4.2).
- 1.2.5 Site Security Reviews have been completed by OPSEC, for the Main Service Centre Campus, the Durham Street IT building and the Percival Street office (awaiting report). A number of suggested actions came out of the reviews, with a summary report submitted to the Chief executive and Management Team, who agreed that further research and a roadmap of options will be developed by the Safety and Risk team, working with OPSEC.

Attachments:

- i. August 2021 Wellbeing, Health and Safety Dashboard Report

## 2. **RECOMMENDATION**

**THAT** the Council:

- (a) **Receives and Notes** Report No. EXC-34-20/210924154678
- (b) **Notes** that there were no notifiable event this month. 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.

## 3. **BACKGROUND**

- 3.1 The Health and Safety at Work Act 2015 requires that Officers must exercise due diligence, including taking all reasonable steps, to making sure that Council complies with its health and safety duties or obligations under the Act. Requirements for discharging Officer Health and Safety Duties for WDC are outlined in Appendix 1.
- 3.2 An Officer, under the Health and Safety at Work Act 2015, is a person who occupies a position that is (or is comparable with) the director of a business or undertaking, or who occupies a position that allows them to exercise significant influence over the management of the business or undertaking. This does not include persons who merely advise or make recommendations to such Officers. Councillors, the Chief Executive and members of the Management Team would be considered to be the Officers of WDC.

## 4. **ACTIVITIES, ISSUES AND OPTIONS**

- 4.1 Situational Safety Training: OPSEC undertook training of 105 members of staff during the August/September period. The training focuses on enabling staff to develop the ability to respond effectively to a changing situation, including recognising dangers, de-escalation skills and recognising the need to move away from a dangerous situation.
  - 4.1.1 The training was found to be invaluable, and tailored to council's needs and specific environment. OPSEC have been requested to develop/deliver a workshop specifically for council leadership, and the Safety and Risk team are now working with OPSEC to review the potential for developing and running related drills for council staff, especially given the increased number of crisis events which have occurred in public spaces nationally.
- 4.2 During September, the Health and Safety Representatives (HSRs) committee met, with the Chief Executive being present, to provide leadership feedback and to answer any questions which the representatives might have. Discussions focused on encouraging the representatives to take a lead in identifying and reporting health and safety incidents, accidents and near misses, to enable trends and actions which could lead to more serious incidents to be identified and addressed appropriately, to mitigate more serious harm.
  - 4.2.1 The HSRs were also encouraged to practically use their situational awareness training (provided by OPSEC) when dealing with adverse encounters with members of the public. It was also noted that, as requested by the Council Health and Safety Committee, council is adding contractor incidents back into the reporting, and the representatives were asked to ensure they report these items going forward.
- 4.3 **Site Physical Security Reviews**  
Site Security Reviews have been completed by OPSEC, for the Main Service Centre Campus, the Durham Street IT building and the Percival Street office (awaiting report). A number of suggested actions came out of the reviews, with a summary report submitted to the Management Team, who agreed that further research and a roadmap of options will be

developed by the Safety and Risk team, working with OPSEC. Key points from the reviews include:

- 4.3.1 OPSEC considers the new layout of the Waimakariri District Council Main Service Centre to be a significant step in the right direction for addressing management of aggressive customers. OPSEC highlighted that there are opportunities to improve the risk and security awareness and readiness, of all users of the Service Centre. This could include the potential for introducing an alerting system that notifies everyone of a crisis or critical event, to reduce their likelihood of becoming involved, as well as developing and practically implementing a sequence of drills to be frequently practiced, to manage and mitigate various crisis situations.
- 4.3.2 Whilst many staff are well trained in de-escalating a frustrated or angry customer, there is more to be addressed regarding a potential violent offender. OPSEC have recommended that critical incident responses, processes and SOPs developed at the main Service Centre, can form a strong baseline standard for other Council buildings and departments to follow.
- 4.3.3 Whilst OPSEC consider the Durham Street building (housing the IT and GIS teams and equipment) to be low-risk with (to date) no incidents of concern, they identified that staff should remain vigilant and report any unusual observations. Occupying the building is still relatively new and therefore the general public are not likely to be aware of it being leased by council. OPSEC believe a key concern for Council should be that equipment and information stored in the Durham Street IT building are of significant value, coupled with the need to ensure staff safety and wellbeing.

- 4.4 There were 4 new work-related incidents during September, as detailed below. NB: this record includes employees, volunteers and contractors, not community incidents (which we are not required to report on).

Date	Person type	Occurrence	Event description	Response
9/09/2021	Employee / Volunteer	Adverse Interaction	A known, agitated customer arrived at the Rangiora Service Centre customer services on 9th September. The manager met him, and asked if he had a new issue to discuss, which he didn't, so he was advised that the manager would not be able to meet further with him. He then demanded to see the Mayor, which was refused, and he was told that he wouldn't be able to meet any other elected members on his existing issues, given he'd previously been provided all available information. His demeanour was angry and loud, luckily there was no-one else in the customer services area at the time. He was asked to leave and started to walk away, but continued yelling for a couple of	A trespass notice was issued to him and a copy was handed to the Kaiapoi Police. If he enters the building again Customer Services are to phone the police. Issue discussed with OPSEC Solutions regarding ongoing adverse interaction within Council facilities. <b>Currently under investigation.</b>



			moments, then he left, but later returned to the service centre building.	
12/09/2021	Employee / Volunteer	Injury	A staff member hurt their left shoulder when lifting a table on top off another table, with help from another employee.	Hot bath, ice pack, anti-inflammatory cream, ibuprofen, hot shower. No medical attention needed.
13/09/2021	Employee / Volunteer	Property and Vehicle Damage	A member of the public drove into Southbrook Park to use the toilet facility and when he drove back out he didn't notice barrier arm had swung partly across the entrance. The arm went through the front grill of his courier van, then through the dash board stopping close to his stomach. No injury was sustained.	<b>Currently under investigation</b>
20/09/2021	Employee / Volunteer	Injury	Core drill bit kicked while drilling a concrete chamber, taking a small strip of skin off an employee's thumb.	Cleaned the wound. No medical attention needed.

#### 4.5 Implications for Community Wellbeing Outcomes

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

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

## 5 COMMUNITY VIEWS

### 5.1 Mana whenua

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

### 5.2 Groups and Organisations

There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

### 5.3 Wider Community

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

## 6 OTHER IMPLICATIONS AND RISK MANAGEMENT

### 6.1 Financial Implications

There are potential financial implications of the notes sought by this report, in relation to site security matters discussed in paragraph 4.3, although the actual value is unknown at this stage, and will need to be reviewed as part of the on-going research and reporting activities being brought to Management Team and Council, for their consideration at future meetings. All current known financial implications for the upcoming year's health and safety activities have been accounted for within approved project costs, or via departmental budgets already allocated to health and safety.

## 6.2 Sustainability and Climate Change Impacts

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

## 6.3 Risk Identification and Management

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

6.3.2 Recent Annual Health checks have upheld our commitment to mitigate the highest risk within the Health and Safety Risk Register. Infectious Diseases / Biological Hazards (R00213).

6.3.3 Should the recommendations in paragraph 4.3 relating to the site security reviews not be considered (and prioritised) for implementation, there is a risk of potential reduced physical security effectiveness in our main service centre and IT building on Durham Street, in relation to keeping staff members and other visitors to campus safe, and in securing council IT/systems and data assets. This risk should be fully captured and added to the corporate risk register, for regular review, consideration and mitigation, as part of the further research and action-planning process discussed in the report.

## 6.4 Health and Safety

There are no health and safety risks arising from the adoption/implementation of the recommendations in this report. Continuous improvement, monitoring, and reporting of Health and Safety activities are a key focus of the health and safety management system. Attachment 2 indicates the health and safety monitoring and improvement activities that are in progress at WDC.

## 7 CONTEXT

### 7.1 Consistency with Policy

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

### 7.2 Authorising Legislation

The key legislation is the Health and Safety at Work Act 2015.

The Council has a number of Human Resources policies, including those related to Health and Safety at Work.

The Council has an obligation under the Local Government Act to be a good employer.

### 7.3 Consistency with Community Outcomes

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.

Climate change challenges are addressed in an appropriate, timely, cost-effective and equitable manner. Our District is well served by emergency services and volunteers are encouraged.

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

The Health, Safety and Wellbeing of the organisation, its employees and volunteers ensures that Community Outcomes are delivered in a manner which is legislatively compliant and culturally aligned to our organisational principles: ta mātou mauri.

#### 7.4 **Authorising Delegations**

An officer under the Health and Safety at Work Act 2015 is a person who occupies a specified position or who occupies a position that allows them to exercise a significant influence over the management of the business or undertaking. Councillors and Chief Executive are considered to be the Officers of WDC

## Attachment 1 September 2021 Wellbeing, Health and Safety Dashboard Report

### Hazards Reported – September 2020 to September 2021



**Worker/Volunteer Incidents/Injuries Reported During the Period – September 2020 to September 2021**



**Worker/Volunteer Incidents/Injuries Reported During the Period (By Type) – September 2020 to September 2021**



September 2021 Contractor Database (drawn from the SiteWise database)

CONTRACTOR PIPELINE

Health and Safety

ALERTS



CONTRACTOR ASSESSMENT SCORES

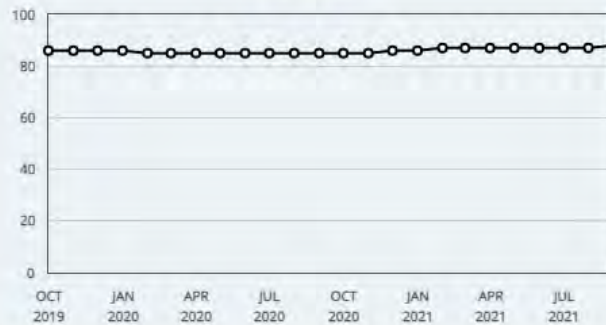
YOUR CONTRACTORS

NUMBER OF YOUR PREFERRED CONTRACTORS AT EACH STAGE



YOUR PREFERRED CONTRACTORS AVG. SCORE

88%



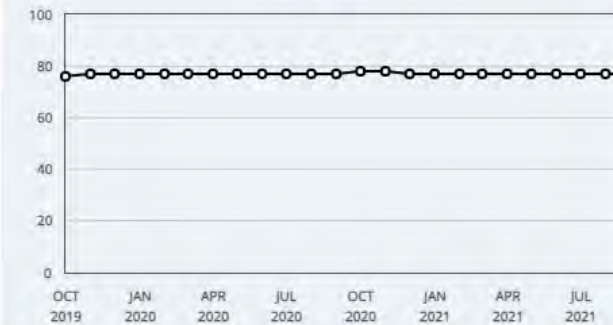
ALL CONTRACTORS

NUMBER OF CONTRACTORS AT EACH STAGE IN SITEWISE



ALL CONTRACTORS AVG. SCORE

77%



VIEW ALL CONTRACTORS



INVITE NEW CONTRACTORS



VIEW STATUS OF INVITED CONTRACTORS

### Lost Time Injuries

<b>Lost Time Injuries - Aquatics:</b>	2019/2020/2021	<p>3 Injuries: Total of 6230 hrs to date.</p> <p><b>Injury one:</b>  RTW trail on hold due to further injury (not at work)  Date of injury – 10 June 2019  Weekly contracted hours = 17.5  2009 hrs lost to date</p> <p><b>Injury two:</b>  Currently on RTW trial – 5hrs x 3 days per week  Date of injury - 29th Nov 2020  Weekly contracted hours = 39.25  1521 hrs lost to date</p> <p><b>Injury three:</b>  Currently on RTW trial 26 July – 2.5hr x 4days per week  Date of injury 28 June 2019  Weekly contracted hours = 30  2700 hrs lost to date</p>
<b>Lost Time Injuries other:</b>	2020/21	<p>1 Injury – total of 628 hours to date.</p> <p><b>Injury one:</b>  Date of injury – 27 April 2021 (RTW hrs 18hrs/wk currently)  Weekly contracted hours = 40  628 hrs lost to date</p>

### Lead Indicators

<b>Safety Inspections Completed (Workplace Walkarounds)</b>	Q1 2021	10 Workplace Walkarounds Completed.
<b>Training Delivered in period</b>	For year 2020/21	People Trained: 38 Manual Handling. 105 Situational Awareness and Safety. 41 Fire Extinguisher Training.



**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR INFORMATION**

**FILE NO and TRIM NO:** SEW-12 / 210831140156

**REPORT TO:** UTILITIES & ROADING COMMITTEE

**DATE OF MEETING:** 21 September 2021

**AUTHOR(S):** Libica Hurley, Project Planning & Quality Team Leader  
Kalley Simpson, 3 Waters Manager

**SUBJECT:** Eastern Districts Sewer Scheme  
Annual Compliance Monitoring Report 2020 – 2021

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



Department Manager



Chief Executive

**1. SUMMARY**

- 1.1. The purpose of this report is to update the Utilities and Roading Committee on the consent compliance performance of the Eastern District Sewer Scheme for the 2020-2021 reporting year.
- 1.2. The Eastern District Sewer Scheme (EDSS) Ocean Outfall operates under resource consent CRC041162.2, in conjunction with various other consents that enable the wastewater schemes operation. Consent compliance for monitoring data of this nature is determined on two levels:
- Has the frequency of monitoring met the consent requirements
  - Does the monitoring data comply with any numerical limits specified in the consent conditions
- 1.3. Compliance was achieved for all consent conditions during the 2020-2021 monitoring period. Environment Canterbury (ECan) are currently reviewing the Eastern Districts Sewer Scheme – Annual Compliance Monitoring Report for 2020-2021. A compliance report will be issued by ECan following the completion of their review, which is expected to confirm the scheme was fully compliant over this period.

**Attachments:**

- i. Eastern Districts Sewer Scheme – Annual Compliance Monitoring Report 2020-2021 (Record No. 210825137722)

**2. RECOMMENDATION**

**THAT** the Utilities and Roading Committee:

- (a) **Receives** Report No. 210831140156.
- (b) **Notes** that monitoring of the Ocean Outfall discharge presented compliance with all consent conditions for the 2020-2021 monitoring period.
- (c) **Notes** that the Eastern Districts Sewer Scheme – Annual Compliance Monitoring Report 2020-2021 is currently being reviewed by Environment Canterbury.

- (d) **Circulates** this report to Council for their information.
- (e) **Circulates** this report to all Community Boards for information.

### 3. **BACKGROUND**

- 3.1. The purpose of this report is to update the Utilities and Roading Committee on the consent compliance performance of the Eastern District Sewer Scheme for the 2020-2021 reporting year.
- 3.2. The treatment facilities at the Rangiora, Kaiapoi, Woodend and Waikuku Beach Wastewater Treatment Plants (WWTP's) discharge into a pipeline, the Ocean Outfall, that discharges into Pegasus Bay between Pines/Kairaki Beach and Woodend Beach. These treatment plants and the Ocean Outfall comprise the Eastern Districts Sewer Scheme (EDSS). Figure 1 below geographically describes the scheme. The EDSS operates under a number of resource consents from the Canterbury Regional Council. The focus of this report is CRC041162.2, the consent that authorises the discharge of treated effluent into the coastal marine environment from the Ocean Outfall.



Figure 1: Eastern District Sewer Scheme Map

### 4. **ISSUES AND OPTIONS**

- 4.1. Condition 2 – Discharge Volume and Rate
  - 4.1.1. Discharge volumes and instantaneous discharge rate to the Ocean Outfall are recorded by a supervisory control and data acquisition (SCADA) system. There were no exceedances of either the discharge volume limit or the instantaneous discharge volume for the year.

#### 4.2. Ocean Outfall Pipeline Effluent Water Quality

4.2.1. Seven areas describing the quality of wastewater effluent from the Ocean Outfall are sampled and tested based on the schedule for each area as specified in the consent. Those areas are:

- Physiochemical
- Five-day biochemical oxygen demand (BOD<sub>5</sub>)
- Nutrients
- Microbiological quality
- Metals and metalloids
- Human pathogens
- Pesticides, PCBs, and PAHs

4.2.2. Testing physiochemical results for each area are described in more detail in the following sections.

#### 4.3. pH

4.3.1. Laboratory measured pH in 2020/21 was reasonably comparable with that seen in the previous monitoring period (refer to Figure 4 of the compliance report).

4.3.2. There is no consent limit for pH.

#### 4.4. Dissolved Oxygen

4.4.1. Dissolved oxygen (DO) concentrations were higher than normal between July 2020 and June 2021 (refer to Figure 5 of the compliance report).

4.4.2. The DO measurements are taken with handheld meters that are calibrated monthly. The procedure requires testing to be undertaken at a certain time of the day and also for probes to be inserted about 300mm into the ponds to ensure that realistic DO readings are obtained. The process will be reviewed to ensure that the DO levels reported are accurate and representative of the actual DO levels in the ponds.

4.4.3. The DO was sampled weekly at the outfall structure as required under Condition 9.

4.4.4. There is no consent limit for DO.

#### 4.5. Temperature

4.5.1. Temperature data showed typical seasonal variation (refer to Figure 6 of the compliance report).

4.5.2. The temperature was sampled weekly at the outfall structure as required under Condition 9.

4.5.3. There is no consent limit for temperature.

#### 4.6. Total Suspended Solids

4.6.1. There was no exceedance of the consent limit for TSS (200g/m<sup>3</sup>) for the 2020/21 monitoring period, with the maximum reading being 149 g/m<sup>3</sup> which is well below this allowance (refer to Figure 7 of the compliance report). Therefore, full compliance was achieved for Condition 11 of the resource consent, which allows up to 16 exceedances in each 26-week period of the current monitoring period.

#### 4.7. Biochemical Oxygen Demand

- 4.7.1. The soluble BOD results were higher in the 2020/21 monitoring period compared to the previous period, but still well within the consent limit (refer to Figure 9 of the compliance report).

#### 4.8. Nutrients

- 4.8.1. Total nitrogen (TN) and total phosphorus (TP) are required to be measured monthly. The frequency of monitoring prescribed by Condition 9 was met.
- 4.8.2. The dissolved inorganic nitrogen (DIN) results shown in Figure 10 (of the compliance report), indicate a slight decrease throughout the year. There is no consent limit for DIN.
- 4.8.3. In general the Ammoniacal-N (NH<sub>4</sub>) levels have reduced compared to the 2019/20 monitoring period and years prior (refer to Figure 11 of the compliance report). Condition 11 allows up to 16 exceedances in each 26-week period. During the 2020/21 there were no exceedances to report.
- 4.8.4. Total nitrogen (TN) concentrations over the 2020/21 monitoring period show similar trending to the previous monitoring period (refer to Figure 12 of the compliance report). There is no consent limit for TN.
- 4.8.5. There are no consent limits for total phosphorus (TP) and dissolved reactive phosphorous (DRP). The median remains unchanged between 2019/20 and 2020/21 periods at 4.55g/m<sup>3</sup> (refer to Table 7 of the compliance report).

#### 4.9. Metals and Metalloids

- 4.9.1. There is no consent limit for trace metals and metalloids. Generally the results for metals were similar to previous monitoring periods (refer to Figure 15 of the compliance report).

#### 4.10. Microbiology Quality

##### 4.10.1. Faecal Coliforms

Faecal coliform numbers were below relevant seasonal consent limits over the entire 2020/21 monitoring period; therefore, full compliance with Condition 12 was achieved (refer to Figure 16 of the compliance report).

##### 4.10.2. Enterococci

The resource consent allows for six out of eight consecutive samples to exceed the standard limit, and two out of eight consecutive samples to exceed the high limit. There was only one occasions when the enterococci exceeded 1,500 cfu/100mL (refer to Figure 16 of the compliance report). Therefore, full compliance with Condition 12 was achieved for enterococci.

##### 4.10.3. Escherichia (*E.coli*)

There is no consent limit for *E. coli*. Numbers recorded were similar to previous years (refer to Figure 18 of the compliance report).

#### 4.11. Human Pathogens

- 4.11.1. The human pathogen sampling requirements of Condition 9(d) were met in full in 2020/21. When sampled, human enterovirus and adenovirus were below their respective method detectable limit (MDL) during the 2020/21 monitoring period

(refer to Table 9 of the compliance report). There are no consent limits for human pathogens.

#### 4.12. Implications for Community Wellbeing

There are no implications on community wellbeing as a result of the issues and options that are the subject matter of this report. Had non-compliances been reported within the 2020/21 monitoring period there would likely be implications for community wellbeing.

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

## 5. **COMMUNITY VIEWS**

### 5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū will be interested to know that the Ocean Outfall system was fully compliant with the consent conditions for the 2020/21 monitoring period, as the coastal area is used for kai moana / mahinga kai gathering. An summary of the results and copy of the Annual Compliance Monitoring Report will be made provided to the Te Ngāi Tūāhuriri Rūnanga as part of the monthly meeting

### 5.2. **Groups and Organisations**

Council staff meet regularly with residents adjacent to the Woodend WWTP, who are interested in operations and performance of this plant. A copy of the Annual Compliance Monitoring Report will be made provided to them for information purposes. There have also been a number of members of the public who have interested in the performance of the Kaiapoi WWTP and have raised concerns in the past with the Waimakariri Zone Committee. A copy of the Annual Compliance Monitoring Report will be made provided to Waimakariri Zone Committee for information purposes.

There are no other groups and organisations likely to be affected by, or to have a direct interest in the subject matter of this report. There has been no discussions or consultation with any group as part of this compliance monitoring report.

### 5.3. **Wider Community**

The wider community is not likely to be affected by the subject matter of this report as the Ocean Outfall system was fully compliant. The community have not been consulted as part of this monitoring.

## 6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

### 6.1. **Financial Implications**

There are not financial implications of the decisions sought by this report. However there are financial implications and risks should consent compliance not be achieved, considering on-compliance of any consent parameter can result in increased monitoring costs and action being taken against the Council (i.e. abatement notice). Such instances can result in loss of confidence from the public as well as adverse effect to Council's reputation.

### 6.2. **Sustainability and Climate Change Impacts**

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

### 6.3 **Risk Management**

There are not risks arising from the adoption/implementation of the recommendations in this report.

### 6.3 **Health and Safety**

There are not health and safety risks arising from the adoption/implementation of the recommendations in this report.

## 7. **CONTEXT**

### 7.1. **Consistency with Policy**

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

### 7.2. **Authorising Legislation**

Not applicable.

### 7.3. **Consistency with Community Outcomes**

7.4. The Council's community outcomes are relevant to the actions arising from recommendations in this report. Managing the Council's Eastern Districts Sewer Scheme in a manner is that compliance with our Canterbury Regional Consents ensures;

- There is a safe environment for all, and
- Core utility services are provided in a timely, sustainable, and affordable manner

### 7.5. **Authorising Delegations**

This report is for information only as the compliance report has already been submitted to Environment Canterbury for review, therefore no actions requiring delegated authority are recommended.



**REPORT**

**Eastern Districts Sewer Scheme – Annual Compliance  
Monitoring Report 2020 - 2021**

**Waimakariri District Council**

August 2021

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## APPENDICES

### APPENDIX A - Ocean Outfall Discharge Monitoring Results – Organochlorine Pesticides, PCBs and PAHs

## LIST OF ABBREVIATIONS AND UNITS

ammoniacal-N	ammoniacal nitrogen
BODs	five-day biochemical oxygen demand
°C	degrees Celsius
cfu/100 mL	colony forming units per 100 millilitres
CRC	Canterbury Regional Council
DIN	dissolved inorganic nitrogen
DO	dissolved oxygen
DRP	dissolved reactive phosphorus
EDSS	Eastern Districts Sewer Scheme
EDS	Eastern Districts Sewer
<i>E. coli</i>	<i>Escherichia coli</i>
ESR	Institute of Environmental Science and Research
g/m <sup>3</sup>	grams per cubic metre
iu	infectious units
km	kilometre
LOESS	local polynomial regression fitting
L/s	litres per second
MDL	method detection limit
m	metres
mL	millilitres
m <sup>3</sup>	cubic metres
m <sup>3</sup> /day	cubic metres per day
N	number of samples
nitrate-N	nitrate nitrogen
NIWA	National Institute of Water and Atmospheric Research
PCB	polychlorinated biphenyls
PAH	polycyclic aromatic hydrocarbons
pfu	plaque forming units
SCADA	supervisory control and data acquisition

TN	total nitrogen
TP	total phosphorus
TSS	total suspended solids
UV	ultraviolet
WDC	Waimakariri District Council
WWTP	wastewater treatment plant

## 1. INTRODUCTION

### 1.1. Background

Waimakariri District Council (WDC) operates wastewater treatment plants (WWTPs) at Rangiora, Kaiapoi, Woodend and Waikuku Beach, all north of Christchurch. In 2006, the treatment facilities at each WWTP were upgraded, with the flows from these four locations combined for discharge to the coastal marine environment via an ocean outfall located in Pegasus Bay. The upgraded system and ocean outfall, shown in Figure 1, is known as the Eastern District Sewer Scheme (EDSS).

The EDSS operates under a number of resource consents from Canterbury Regional Council (CRC) also known as Environment Canterbury (ECan), which are listed in Table 1 along with their respective reporting requirements and level of compliance for the 2020/21 monitoring year.

**Table 1: Eastern District Sewer Scheme Resource Consents**

Consent	Activity	Reporting	Compliance
<b>CRC041162.2</b>	To discharge treated sewerage effluent into coastal marine area from sub-aqueous ocean outfall	Refer to Section 2.0 of this report	<b>Full compliance</b>
<b>CRC041049</b>	To discharge treated sewage effluent to the infiltration wetland and to ground water via seepage at the Kaiapoi WWTP	Refer to Section 3.0 of this report	<b>Full compliance</b>
<b>CRC168391</b>	To discharge treated sewage effluent via seepage onto land (Woodend)	Refer to Section 4.0 of this report	<b>Full compliance</b>
<b>CRC145027</b>	To discharge dewatered sludge removed from a wastewater pond to land (Rangiora)	Refer to Section 6.0 of this report	<b>Full compliance</b>
<b>CRC031724</b>	To discharge groundwater from subsoil drains into the marine area of Jockey Baker Creek	Refer to Section 5.0	<b>Full Compliance (no discharge )</b>
<b>CRC168388</b>	To discharge contaminants to air (Woodend)	No reporting required No events to report	<b>Full Compliance</b>
<b>CRC950610</b>	To discharge contaminants to air (Kaiapoi)	No reporting required No Events to Report	<b>Full Compliance</b>
<b>CRC962560</b>	To discharge contaminants to air (Waikuku)	No reporting required No events to Report	<b>Full Compliance</b>
<b>CRC030917</b>	To discharge contaminants, via seepage, from Rangiora STP to land	No reporting required	<b>Full Compliance</b>
<b>CRC041163</b>	For the erection, placement and maintenance of an ocean outfall pipeline and temporary structures, including a trestle structure and sheet piling for the purpose of constructing an ocean outfall, within the coastal marine area	No reporting required	<b>Full Compliance</b>

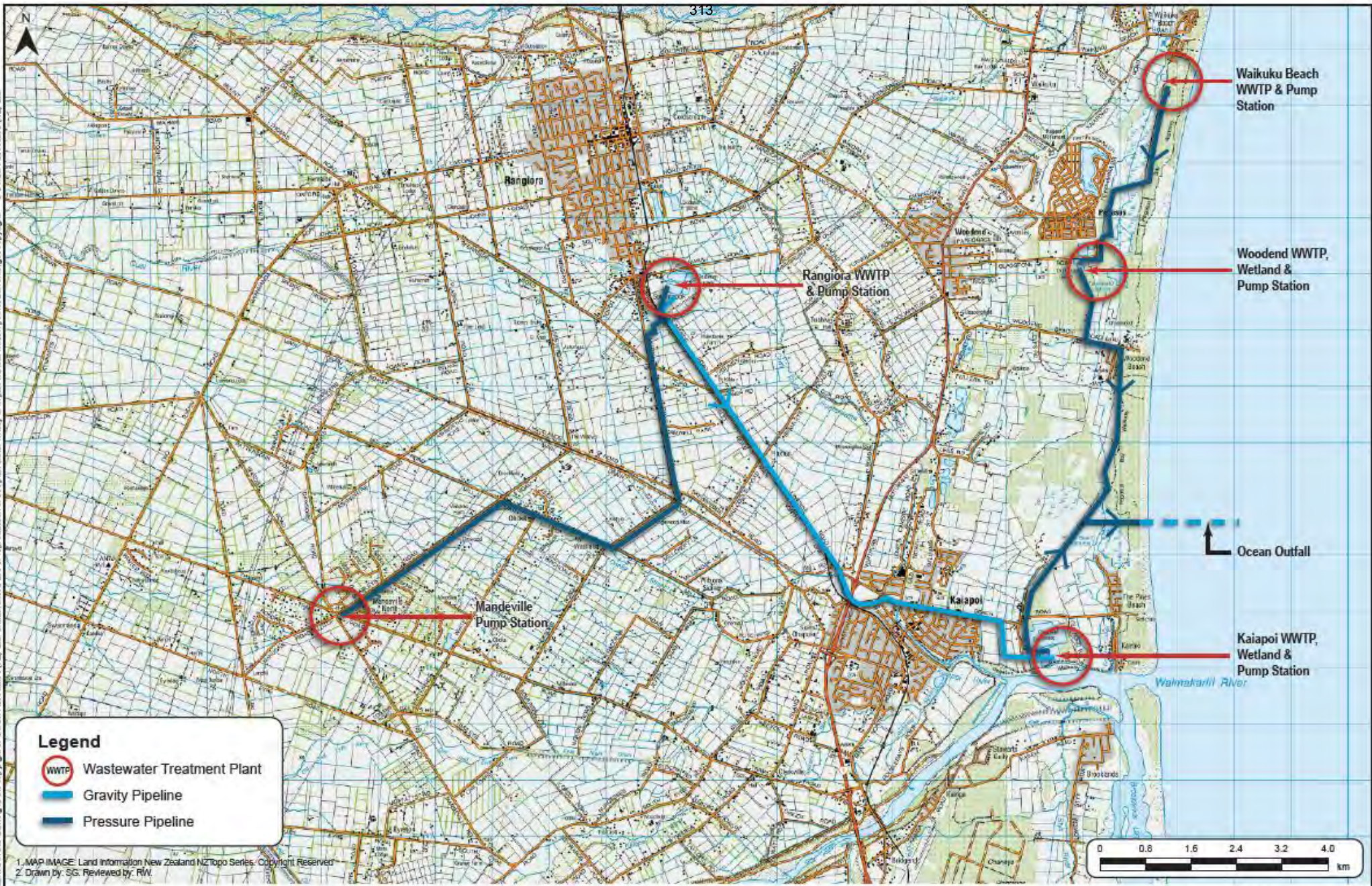
<b>CRC154176</b>	To discharged contaminants to land (Kaiapoi)	No reporting required	<b>Full Compliance</b>
<b>CRC168390</b>	To use land for storing, treating and discharging human effluent (Woodend)	No reporting required	<b>Full Compliance</b>
<b>CRC173124</b>	To discharge contaminants (odour) to air (Rangiora)	Section 7.0	<b>Full Compliance</b>

## 1.2. Report Scope




The scope of this report fulfils the reporting requirements of consents issued to WDC by ECan for the purpose of managing and administering the EDSS, these include; CRC041162.2, CRC041049, CRC168391, CRC173124 and CRC145027. These consents require an annual monitoring report be submitted to Environment Canterbury. The reports are required to be submitted variously between 31 July and 31 August each year. However, a combined report for all four resource consents with a due date of 31 August has been agreed between WDC and ECan.



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**Legend**

-  Wastewater Treatment Plant
-  Gravity Pipeline
-  Pressure Pipeline

1. MAP IMAGE: Land Information New Zealand NZ Topo Series. Copyright Reserved  
 2. Drawn by: SG. Reviewed by: RW



**EASTERN DISTRICT SEWER SCHEME**

**OCTOBER 2018**  
 PROJECT 1478107201

K:\GIS\Projects\Numbered\2008\0819\0819\0819\162\_WDC\_ComplianceMonitoring\Aug16



## 2. CRC041162.2 – DISCHARGE FROM OCEAN OUTFALL

### 2.1. Overview

Consent compliance for the period 1 July 2020 through to 30 June 2021 ('the monitoring period'), has been assessed by WDC. This report includes comparison with data reported in previous monitoring periods reported under the EDSS resource consents.

### 2.2. Condition 2 – Discharge Volume and Rate

Condition 2 states:

“The discharge shall not exceed a rate of 660 litres per second or 57,000 cubic metres per day.”

Discharge volumes to the ocean outfall were recorded by a supervisory control and data acquisition (SCADA) system, which transmits via a broadband connection to an InTouch data visualisation system. This system is more reliable than the radio link previously used to download outflow data. The meter is still read manually on at least a monthly basis to provide a backup data record in the event the SCADA system fails.

Daily discharge volumes for the 2020/21 period are plotted in Figure 2. Total discharge volumes did not exceed 20,000 m<sup>3</sup>/day, and remained well below the consent limit. Data gathered since July 2019 is graphed in Figure 2. The maximum daily instantaneous discharge rates for the 2020/21 monitoring period are illustrated in Figure 3 below.

The spike in outfall volumes in June 2021 shown in Figure 2 are a result of the heavy rainfall events that Waimakariri experienced on the 29<sup>th</sup>-31<sup>st</sup> May 2021 and 20<sup>th</sup> June 2021.

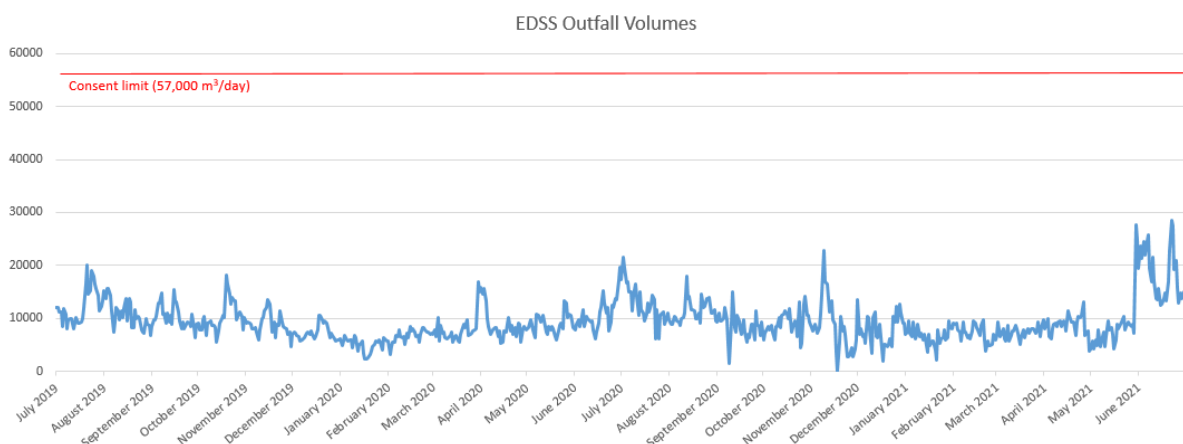


Figure 2. Daily discharge volumes to ocean outfall between July 2019 and June 2021

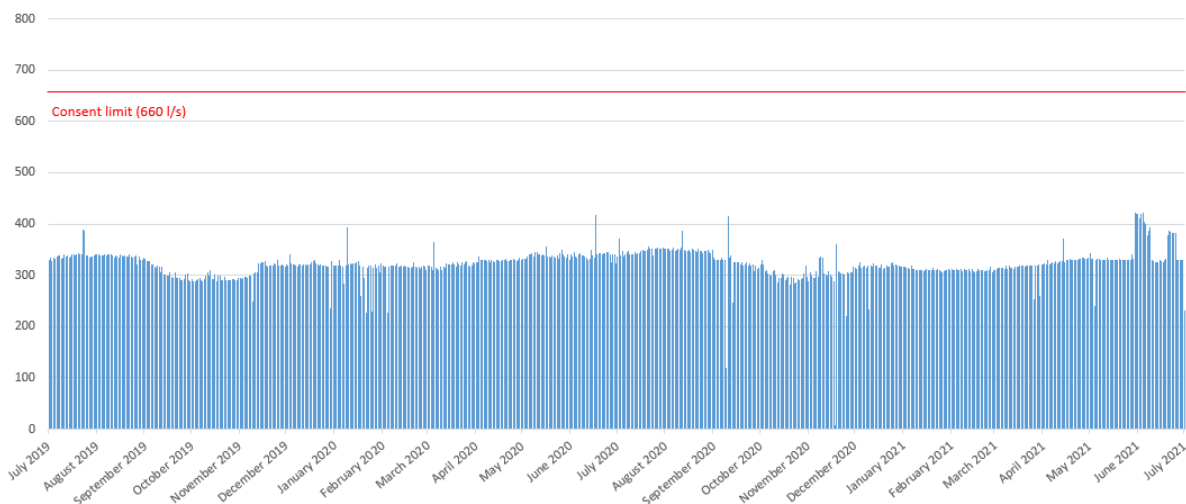


Figure 3: Maximum instantaneous daily discharge rate to ocean outfall between July 2019 and June 2021

Figures 2 and 3 show that the ocean outfall daily and instantaneous discharge volumes remained consistently below the respective limits of 57,000 m<sup>3</sup>/day and 660 L/s, during the 2020/21 monitoring period. As a result compliance with Condition 2 was met in full.

## 2.3. Conditions 9 – 12: Ocean Outfall Pipeline Discharge Quality

### 2.3.1. Overview of monitoring and compliance requirements

#### Condition 9

Condition 9 states the following:

*“A single grab sample shall be taken from the ocean outfall pipeline at the frequencies noted in this condition and the same shall be analysed for the identified contaminants at the frequencies noted for each contaminant. Report schedules shall be prepared recording the results of such analyses. Grab sample locations and the times at which the grab samples are taken shall be recorded and included in the reporting schedules. The consent holder shall retain the reporting schedules.*

#### a) Weekly

- i. pH -reported as pHunits
- ii. Dissolved oxygen - reported as % saturation
- iii. Temperature - reported as °C
- iv. Five-day biochemical oxygen demand - reported as g O/m<sup>3</sup>
- v. Filtered five-day biochemical oxygen demand - reported as g O/ m<sup>3</sup>
- vi. Total suspended solids - reported as g/ m<sup>3</sup>
- vii. Dissolved inorganic nitrogen - reported as g N/ m<sup>3</sup>
- viii. Ammoniacal nitrogen - reported as g N/ m<sup>3</sup>
- ix. Dissolved reactive phosphorus - reported as g P/ m<sup>3</sup>
- x. Faecal coliforms - reported as no./100ml
- xi. Enterococci - reported as no./100ml
- xii. Escherichia coli - reported as no./100ml.

#### b) Monthly

- i. Total phosphorus – reported as g P/ m<sup>3</sup>
- ii. Total nitrogen – reported as g N/ m<sup>3</sup>

#### c) Three monthly for the first two years and then six monthly thereafter



- i. Arsenic - reported as g/ m<sup>3</sup>
- ii. Cadmium - reported as g/ m<sup>3</sup>
- iii. Chromium - reported as g/ m<sup>3</sup>
- iv. Copper - reported as g/ m<sup>3</sup>
- v. Lead - reported as g/ m<sup>3</sup>
- vi. Nickel - reported as g/ m<sup>3</sup>
- vii. Zinc - reported as g/ m<sup>3</sup>
- viii. Mercury - reported as g/ m<sup>3</sup>

All metal analysis shall be for total metals only.

- d) Three Monthly for the first two years and then annually thereafter
  - i. Human Enterovirus. (no./10l)
  - ii. Human Adenovirus. (no./10l).
- e) Annually
  - i. Thermophilic campylobacter spp (cfu/l)
  - ii. Salmonella spp (no./l)
  - iii. Organo chlorine pesticides – reported as g/ m<sup>3</sup>
  - iv. Polychlorinated biphenyls – report as g/ m<sup>3</sup>
  - v. Polycyclic aromatic hydrocarbons – reported as g/ m<sup>3</sup>

The initial two year monitoring period began in May 2006 and concluded in April 2008. Since then, metals have been analysed at six monthly intervals, with viral and bacterial monitoring completed annually, in line with Condition 9 above.

#### Condition 11

Condition 11 requires that monitoring results for five-day biochemical oxygen demand (BODs), total suspended solids (TSS) and ammoniacal nitrogen (ammoniacal-N) are compared with the following limits:

*“Based on the weekly sampling required by Condition (9) of this consent, and taken over each 26 week period commencing on the 1st of May, and the 1st of November of each year during the term of this consent, no more than 16 values in each 26 week period shall exceed the following standards for each of the named contaminants [Table 3]:”*

Table 3: Condition 11 limit of resource consent CRC041162.2.

Contaminant	Unit	Standard
<b>BOD5 (filtered)</b>	g/m <sup>3</sup>	25
<b>Total suspended solids</b>	g/m <sup>3</sup>	200
<b>Ammoniacal nitrogen</b>	g/m <sup>3</sup>	27

#### Condition 12

Condition 12 requires that faecal indicator bacteria monitoring results are compared with prescribed limits:

*“Based on the weekly sampling required by Condition (9) of this consent, over each Summer period (November - February inclusive) and over each Winter period (March - October inclusive), no more than six values from eight consecutive samples, shall exceed the following*

*standard values and no more than two values from eight consecutive samples, shall exceed the higher value for enterococci and faecal coliforms /Table 4/.”*

Table 4: Condition 12 limits of resource consent CRC041162.2.

Contaminant	Unit	Standard value		Higher value	
		Summer	Winter	Summer	Winter
<b>Enterococci</b>	No./100mL	500	500	1,500	1,500
<b>Faecal coliforms</b>	No./100mL	1,000	9,000	5,000	20,000

### 2.3.2. Physiochemical

The results of weekly physicochemical monitoring at the outfall structure between July 2020 and June 2021 are summarised in Table 5, alongside results from the previous monitoring period (June 2019 – June 2020). These results are discussed by parameter below. Physiochemical monitoring requirements were met during the 2020/21 period.

Table 5: Physiochemical water quality in the ocean outfall discharge.

Parameter	June 2020 to June 2021			June 2019 to June 2020		Consent Limit
	Samples	Median	Range	Median	Range	
<b>Laboratory pH (unit less)</b>	54	8	7.7 – 9.6	8.05	7.5 – 9.1	
<b>Field pH (unit less)</b>	37	7.71	6.66 - 9.13	7.84	6.97 – 8.89	
<b>DO (g/m<sup>3</sup>)</b>	46	9.095	0.02 – 15.4	0.66	0.02 - 10.7	
<b>Temperature (°C)</b>	46	14.5	4.0 – 22.8	13.45	4.0 – 22.8	
<b>TSS (g/m<sup>3</sup>)</b>	57	48	11 - 149	40	19 - 107	200

pH

Laboratory and field measured pH in 2020/21 were reasonably comparable with that seen in the previous monitoring period (Figure 4). Table 5 shows that the median and range of results over the two periods were relatively comparable. The field measurements (plotted in orange in Figure 4) in June 2021 show a lower pH than normal (pH 6.66), which is believed to be due to the high rainfall experienced. There is no consent limit for pH.

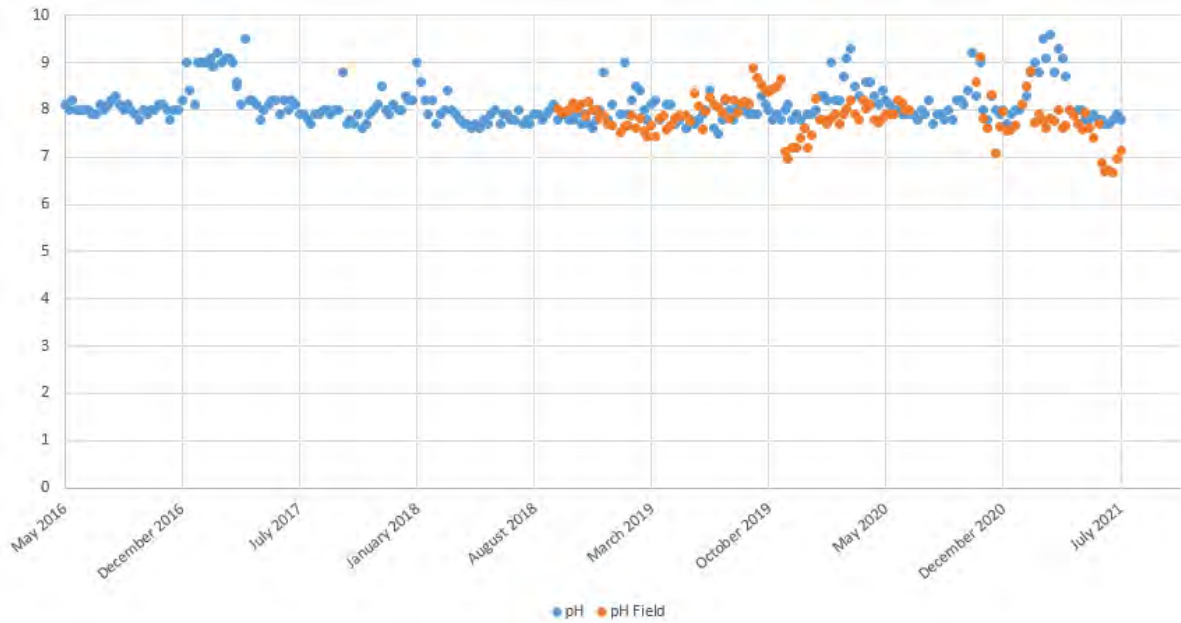


Figure 4: pH of the ocean outfall discharge between May 2016 and June 2021

### Dissolved oxygen

Dissolved oxygen (DO) concentrations were higher than normal between July 2020 and June 2021 (Figure 5), as described by the median in Table 5 (9.095). The DO levels in 2020/21 were higher than previously recorded. Levels up around 9 mg/L were previously recorded back in 2016, but did not exceed 10 mg/L. The DO measurements are taken with handheld meters that are calibrated monthly. The procedure requires testing to be undertaken at a certain time of the day and also for probes to be inserted about 300mm into the ponds to ensure that realistic DO readings are obtained. The process will be reviewed to ensure that the DO levels reported are accurate and representative of the actual DO levels in the ponds. The DO was sampled weekly at the outfall structure as required under Condition 9. There is no consent limit for DO.

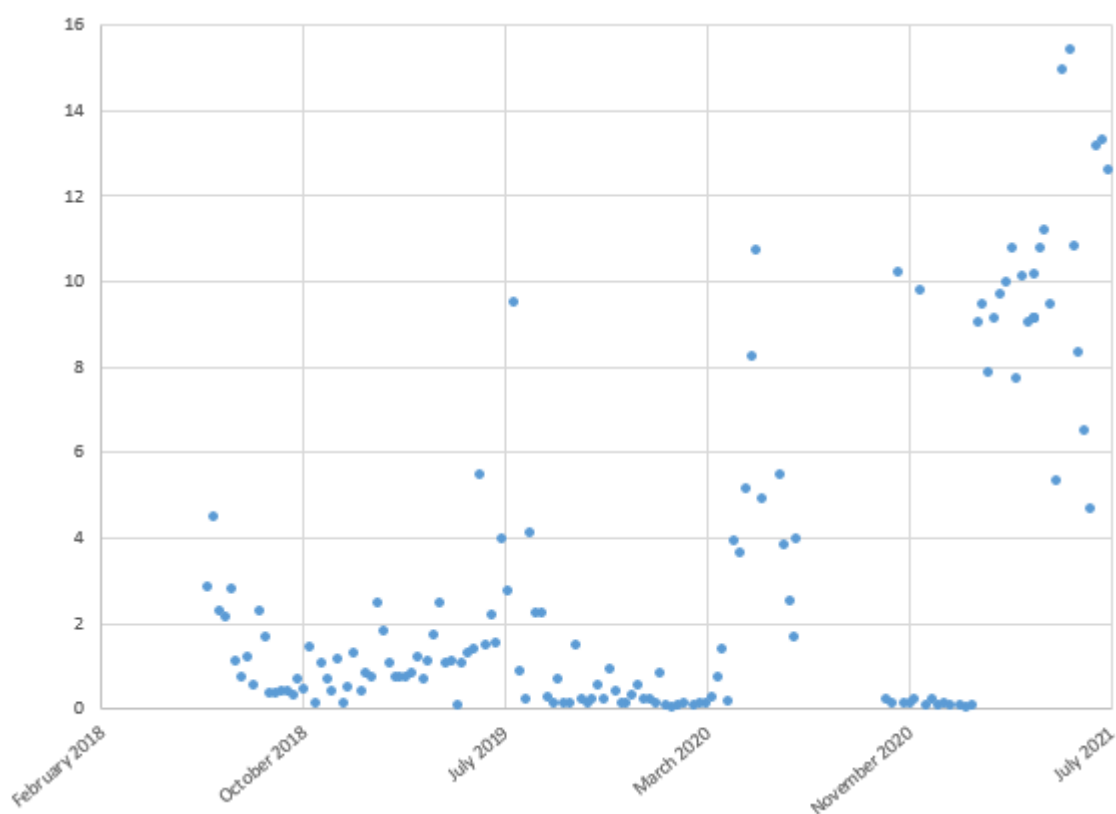


Figure 5. Dissolved oxygen concentrations in the ocean outfall discharge between May 2018 and July 2021.

Temperature

Temperature data showed typical seasonal variation (Figure 6). During the 2020/21 monitoring period, the lowest temperature (4.3 °C) was recorded in June 2021, while the highest temperature (22.8 °C) was recorded in February 2020. This is higher than last years' peak of 19.5 °C in February also. The temperature was sampled weekly at the Outfall structure as required under Condition 9. There is no consent limit for temperature.

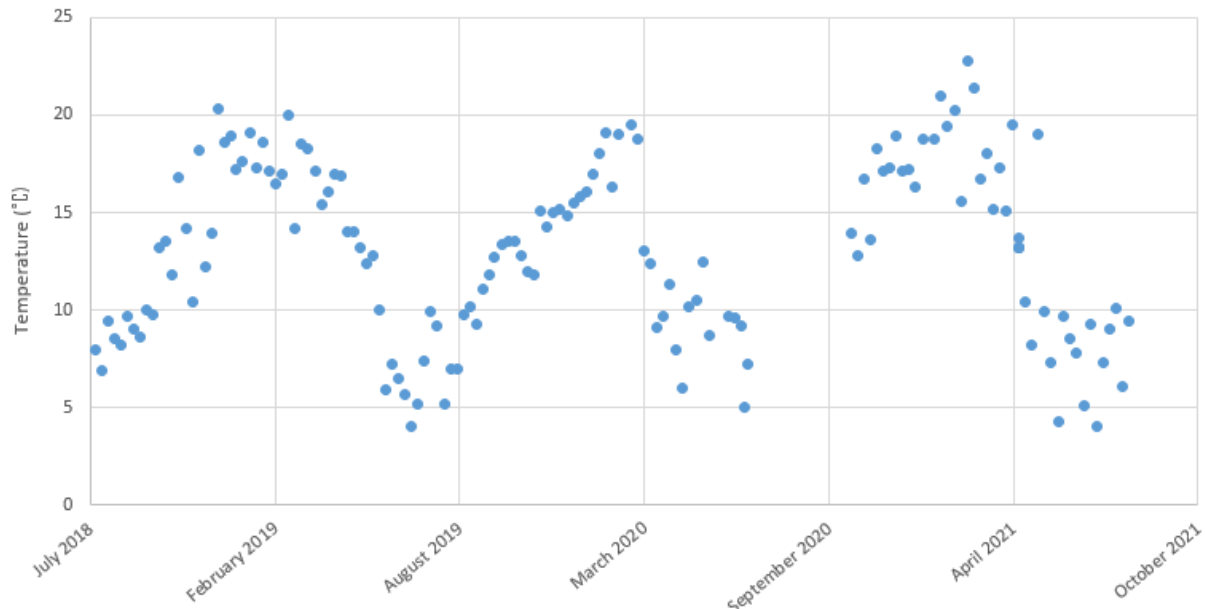


Figure 6. Temperature of the ocean outfall discharge between July 2018 and June 2021

Total suspended solids

There was no exceedance of the consent limit for TSS ( $200 \text{ g/m}^3$ ) over the 2020/21 monitoring period (Figure 7), with the maximum reading being  $149 \text{ g/m}^3$  which is well below this allowance. Therefore, full compliance was achieved for Condition 11 of the resource consent, which allows up to 16 exceedances in each 26-week period of the current monitoring period. Although the maximum was higher than that recorded last monitoring period, on average the years were very similar (both approx. 55). In general, the TSS concentrations displayed consistent quality. The higher TSS results recorded are related to times of high algal numbers in the treatment ponds.

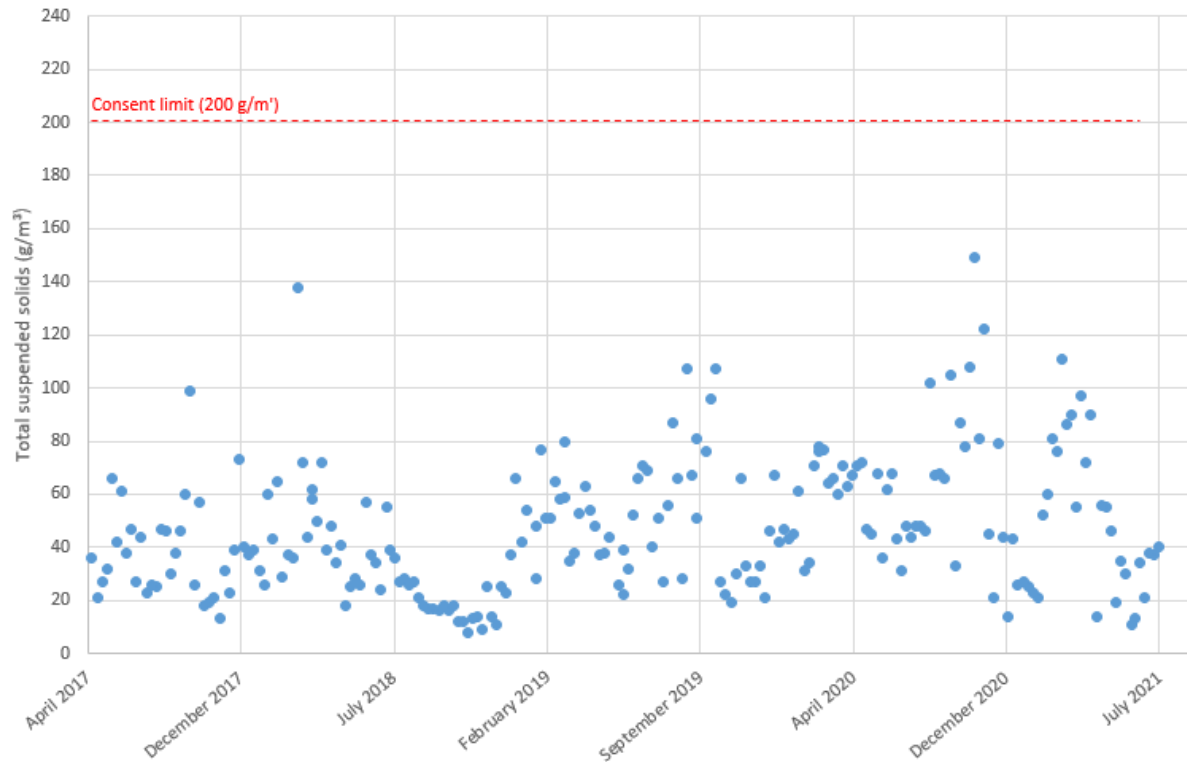


Figure 7. Total suspended solids in the ocean outfall discharge between April 2017 and July 2021.

### 2.3.3. Biochemical oxygen demand

Biochemical oxygen demand (BOD) results for the 2020/21 monitoring period were similar to those recorded during the 2018/19 & 2019/20 monitoring periods (Figure 8), ranging from 8 g O<sup>2</sup>/m<sup>3</sup> to 44 g O<sup>2</sup>/m<sup>3</sup>

The soluble BOD results were higher in the 2020/21 monitoring period compared to the previous period, but still well within the consent limit. A summary of BOD results from the ocean outfall discharge is provided in Table 6.

Table 6: Biochemical oxygen demand (g O<sub>2</sub>/m<sup>3</sup>) in the ocean outfall discharge.

Species	July 2020 to June 2021			July 2019 to June 2020		Consent Limit
	Samples	Median	Range	Median	Range	
<b>BOD<sub>5</sub> (g O<sub>2</sub>/m)</b>	54	22	4 - 47	21	8 - 44	
<b>Soluble BOD<sub>5</sub> (g O<sub>2</sub>/m)</b>	50	4	2 - 14	2	2 - 8	25

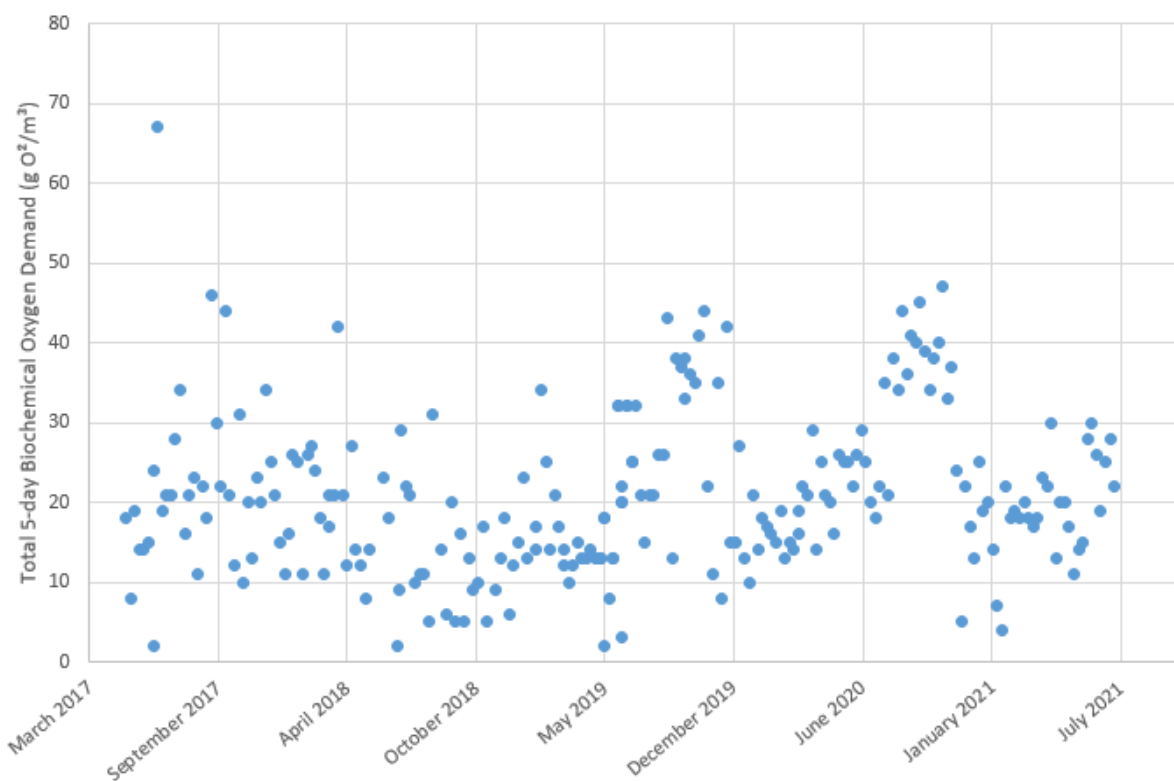


Figure 8: Five-day biochemical oxygen demand of the ocean outfall discharge April 2017 - July 2021.



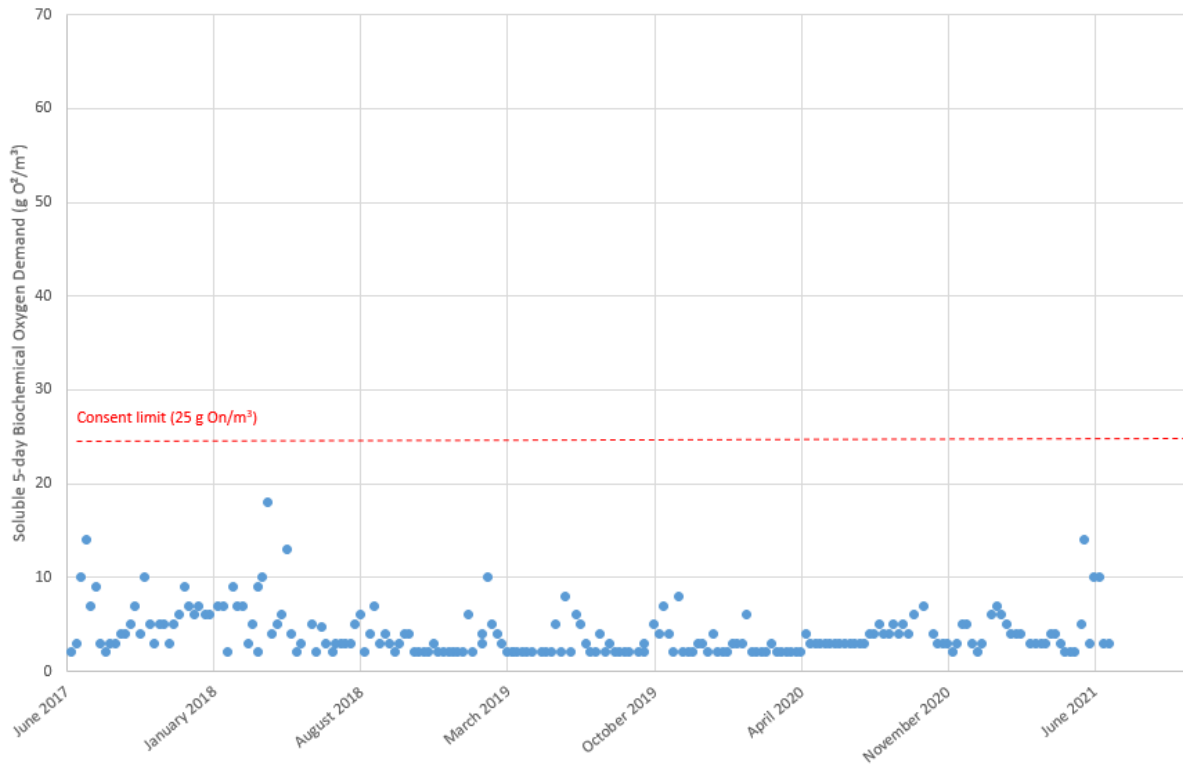


Figure 9. Soluble five-day biochemical oxygen demand of the ocean outfall discharge from June 2017-June 2021

### 2.3.4. Nutrients

Condition 9 requires dissolved inorganic nitrogen (DIN), ammoniacal-N and dissolved reactive phosphorus (DRP) to be measured weekly. Total nitrogen (TN) and total phosphorus (TP) are required to be measured monthly. The frequency of monitoring prescribed by Condition 9 was met.

Table 7: Nutrient concentrations (g/m<sup>3</sup>) in the ocean outfall discharge.

Parameters	July 2020 to June 2021			June 2019 to June 2020		Consent Limit
	N	Median	Range	Median	Range	
Dissolved inorganic nitrogen	54	7.8	0.047-22	10.55	0.19 - 31	
Ammoniacal-N	54	5.15	0.018-21	8.7	0.04 - 28	27
Total nitrogen	23	11.2	6.3-28	15	4.0- 31	
Dissolved reactive phosphorus	54	4.55	0.94-9.5	4.55	1.17 – 12.1	
Total phosphorus	25	4.5	1.58 - 7.8	5.6	2.4 – 13.3	

Note: \* No more than 16 values to exceed limit in the 26-week period beginning 1 May and 1 November. N: number of samples.

The dissolved inorganic nitrogen results shown in Figure 10 below, indicate a slight decrease throughout the year. Generally since early 2017 DIN has been trending down, although is cyclic. There is no consent limit for DIN.

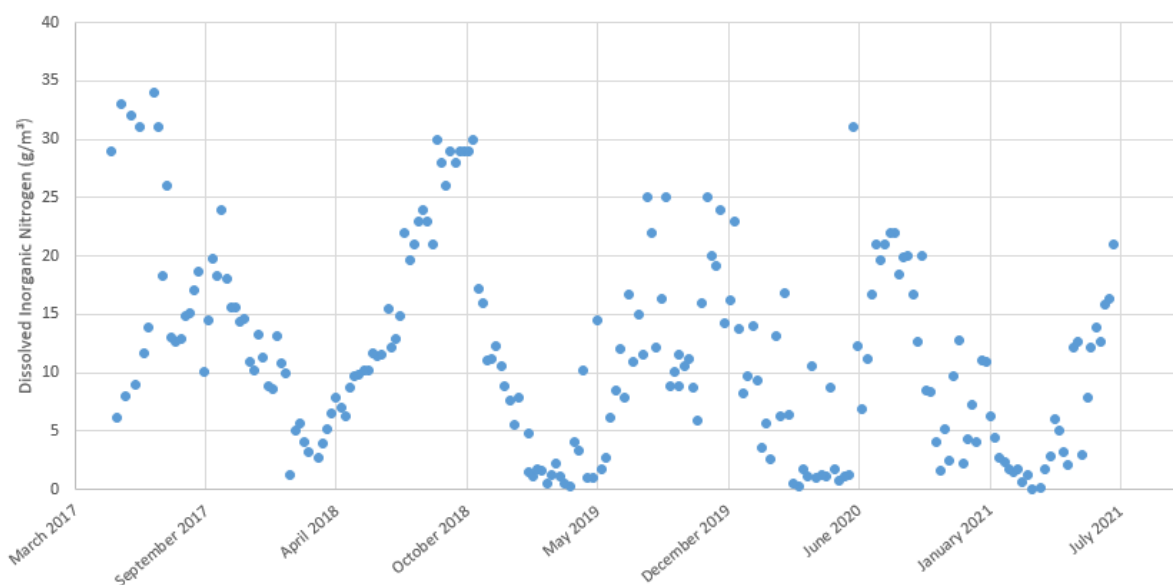


Figure 10. Dissolved inorganic nitrogen concentrations in ocean outfall discharge May 2017-June 2021

In general the Ammoniacal-N (NH<sub>4</sub>) levels have reduced compared to the 2019/20 monitoring period and years prior as shown in Figure 11. In June 2020 (2019/20 period) there was 1 occasion that exceeded 27 g/m<sup>3</sup> (28). Condition 11 allows up to 16 exceedances in each 26-week period. During the 2020/21 there were no exceedances to report.

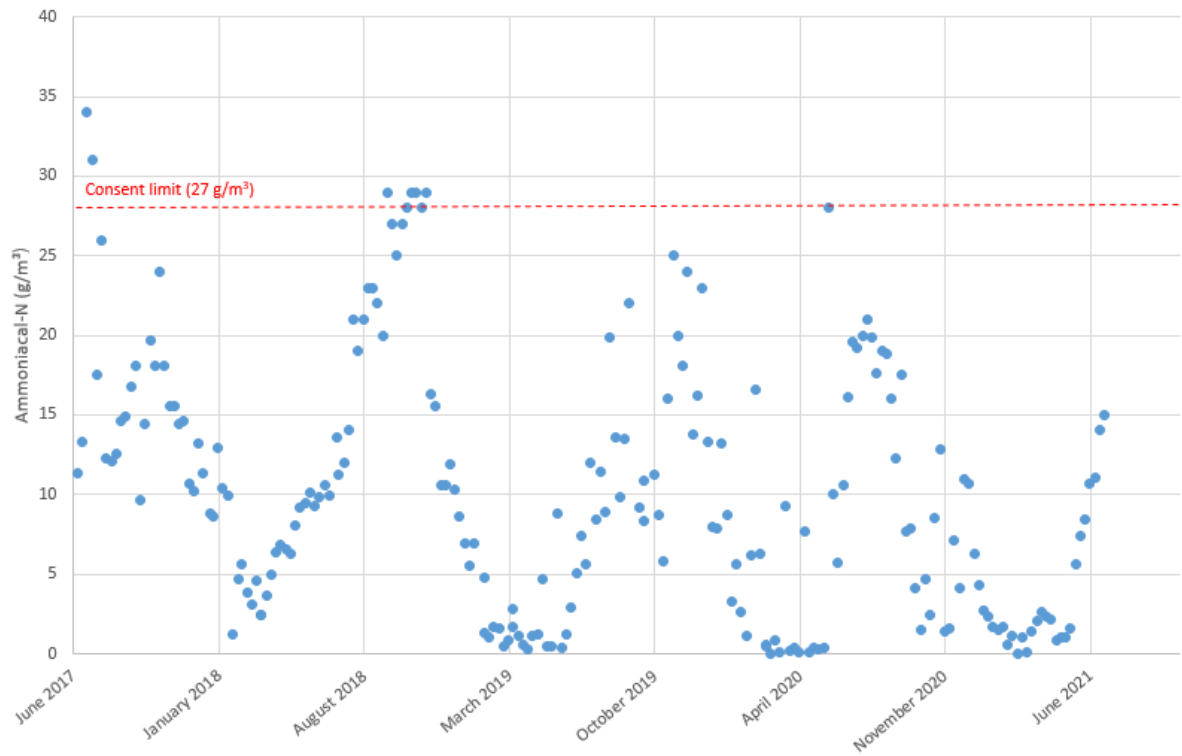


Figure 11. Ammoniacal-N concentrations in the ocean outfall discharge between June 2017 and June 2021

Total nitrogen (TN) concentrations over the 2020/21 monitoring period show similar trending to the previous monitoring period (Figure 12). There is no consent limit for TN.

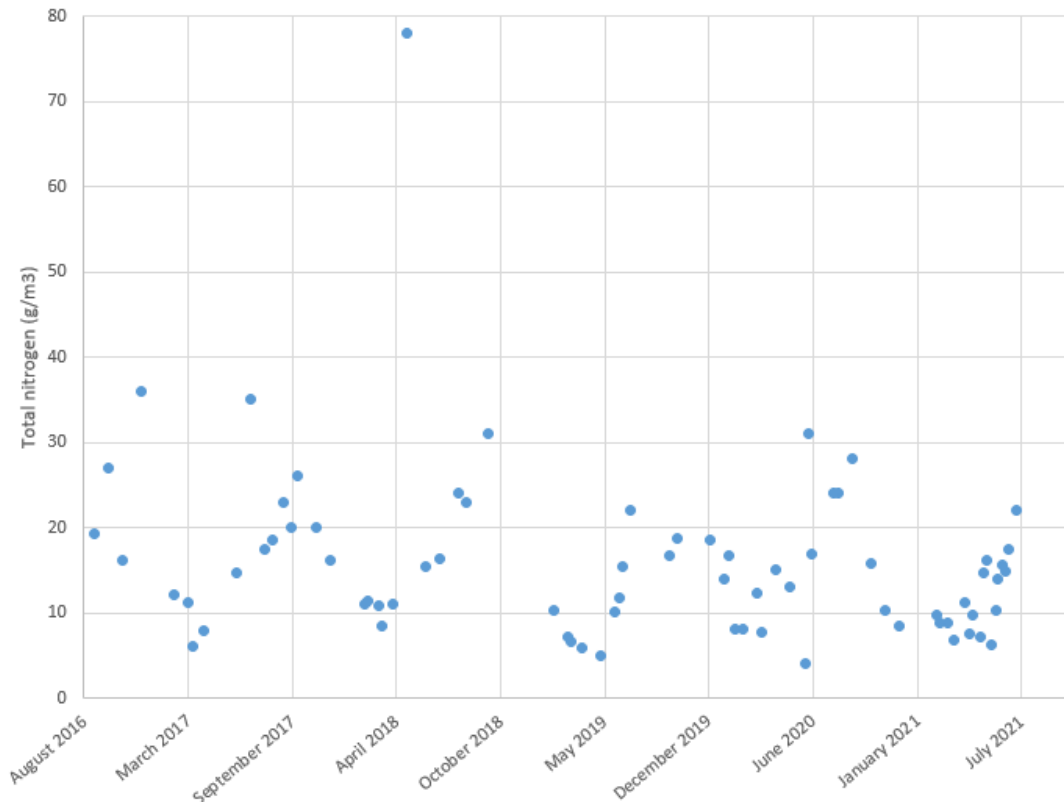


Figure 12. Total nitrogen concentrations in ocean outfall discharge between August 2016 and July 2021.

The monitoring results for total phosphorus (TP) and dissolved reactive phosphorous (DRP) are shown in Figures 13 and 14. The pond performance and algae species and numbers remained stable during the 2019-2021 period. Most of the phosphorus was present in the dissolved form (DRP). There are no consent limits for DRP or TP. The median remains unchanged between 2019/20 and 2020/21 periods ( $4.55\text{g/m}^3$ ).

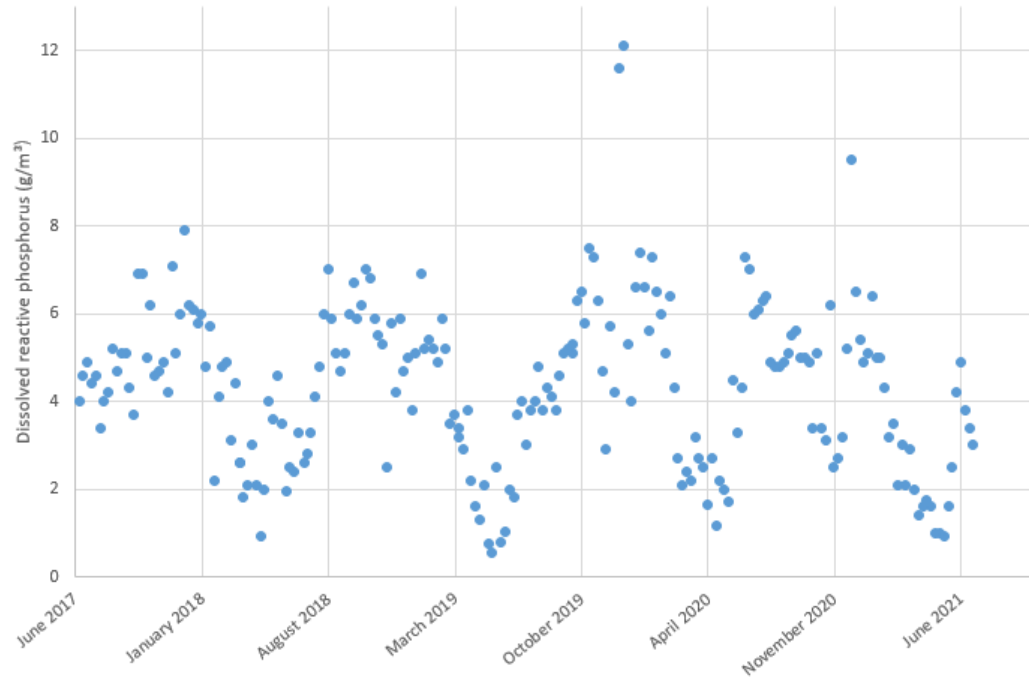


Figure 13. Dissolved reactive phosphorus concentrations in the ocean outfall discharge from June 2017 to June 2021.

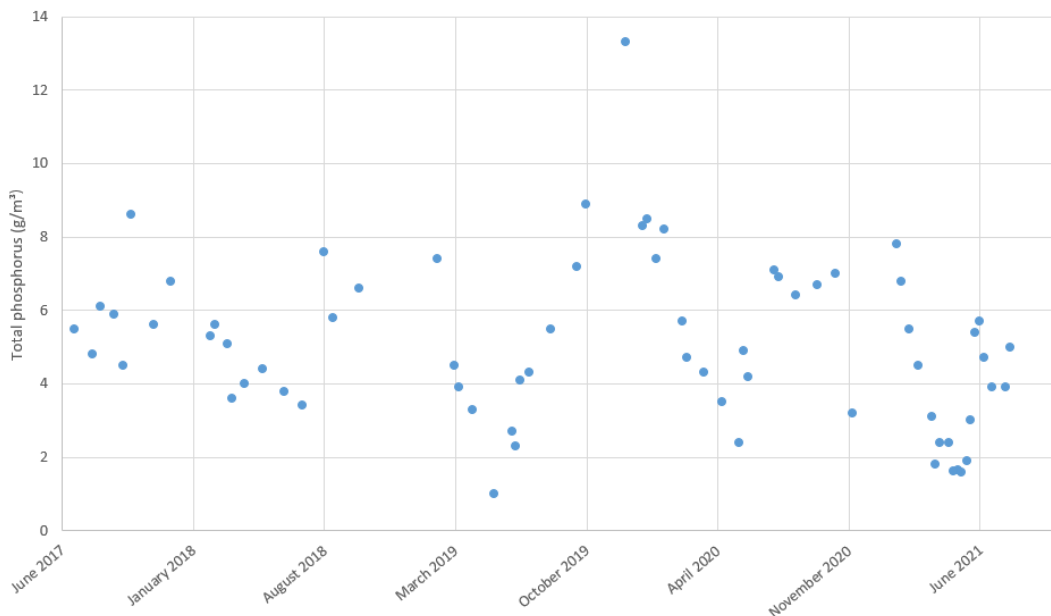


Figure 14. Total phosphorus concentrations in ocean outfall discharge between June 2017 and June 2021

### 2.3.5. Metals and metalloids

Total metal and metalloid concentrations since June 2011 are shown in Figure 15 below. These metals are sampled twice a year. Review of the results show the results for the metals were comparable to previous monitoring periods. There are no consent limits for any trace metals and metalloids.



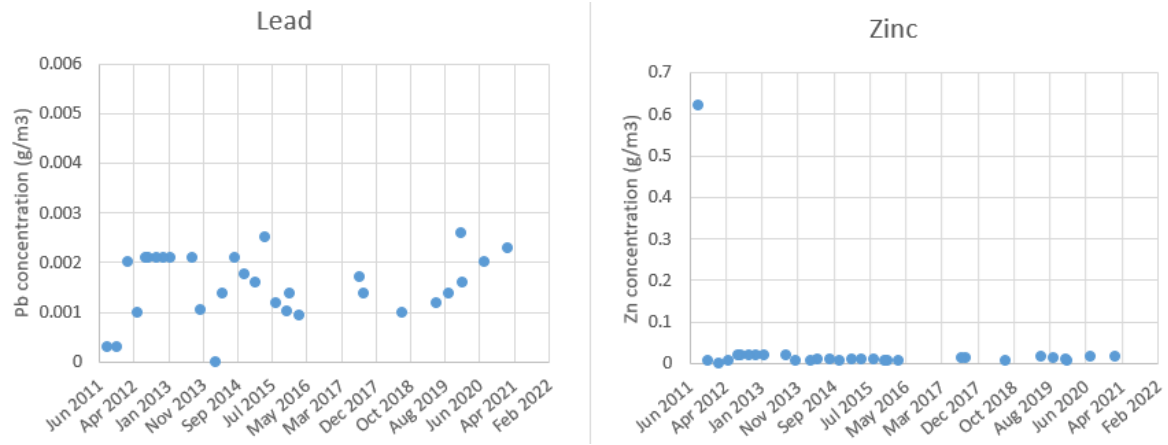


Figure 15: Tract metals and metalloids in ocean outfall discharge between 2011 and 2021

### 2.3.6. Microbiological quality

The Woodend and Kaiapoi WWTPs have ultraviolet (UV) disinfection systems in operation to reduce bacterial numbers in the discharge. During the 2020/21 monitoring period the UV system was in continuous operation for the Woodend WWTP.

Consent CRC041162.2 specifies weekly monitoring of three faecal indicator bacteria:

- Faecal coliforms
- Enterococci
- *Escherichia coli* (*E. coli*)

The faecal indicator monitoring data for 2020/21 is summarised in Table 8. This data is plotted alongside data from the previous monitoring period and relevant consent limits in Figure 15, Figure 16 and Figure 17. The sampling frequency for faecal indicator bacteria during the current monitoring period complied with the requirements of Condition 9.

Faecal coliform numbers were below relevant seasonal consent limits over the entire 2020/21 monitoring period (Figure 15), hence full compliance with Condition 12 was achieved for faecal coliforms.

Table 8: Faecal indicator bacteria in the ocean outfall discharge (cfu/100 mL).

Indicator	July 2020 to June 2021			June 2019 to July 2020			Consent Limit	
	N	Median	Range	N	Median	Range	Standard	High
<b>Faecal coliforms (summer)</b>	17	51	15-380	17	40	3 – 310	1,000	5,000
<b>Faecal coliforms (winter)</b>	37	100	10-1000	37	10	3 – 1,030	9,000	20,000
<b>Enterococci</b>	54	40	10-24,200	53	10	10-3,260	500	1,500
<b><i>E. coli</i></b>	54	80	10-900	53	30	3-1,030	-	-

Note: "For each period (summer: November—February; winter: March—October) no more than six out of eight consecutive samples may exceed the 'standard' value and no more than two out of eight consecutive samples may exceed the 'high' value. N: number of samples.

Enterococci numbers in a wastewater discharge of this type are typically lower than faecal coliform or *E. coli* numbers, which are more likely to include non-human derived faecal indicator bacteria as well as human- derived sources. Consent limits for enterococci do not vary between seasons as they do for faecal coliforms, although there is still a standard (500 cfu/100 mL) and high (1,500 cfu/100 mL) limit.

The resource consent allows for six out of eight consecutive samples to exceed the standard limit, and two out of eight consecutive samples to exceed the high limit. There was only one occasions when the enterococci exceeded 1,500 cfu/100mL, as shown in Figure 17 below. Therefore, full compliance with Condition 12 was achieved for enterococci.

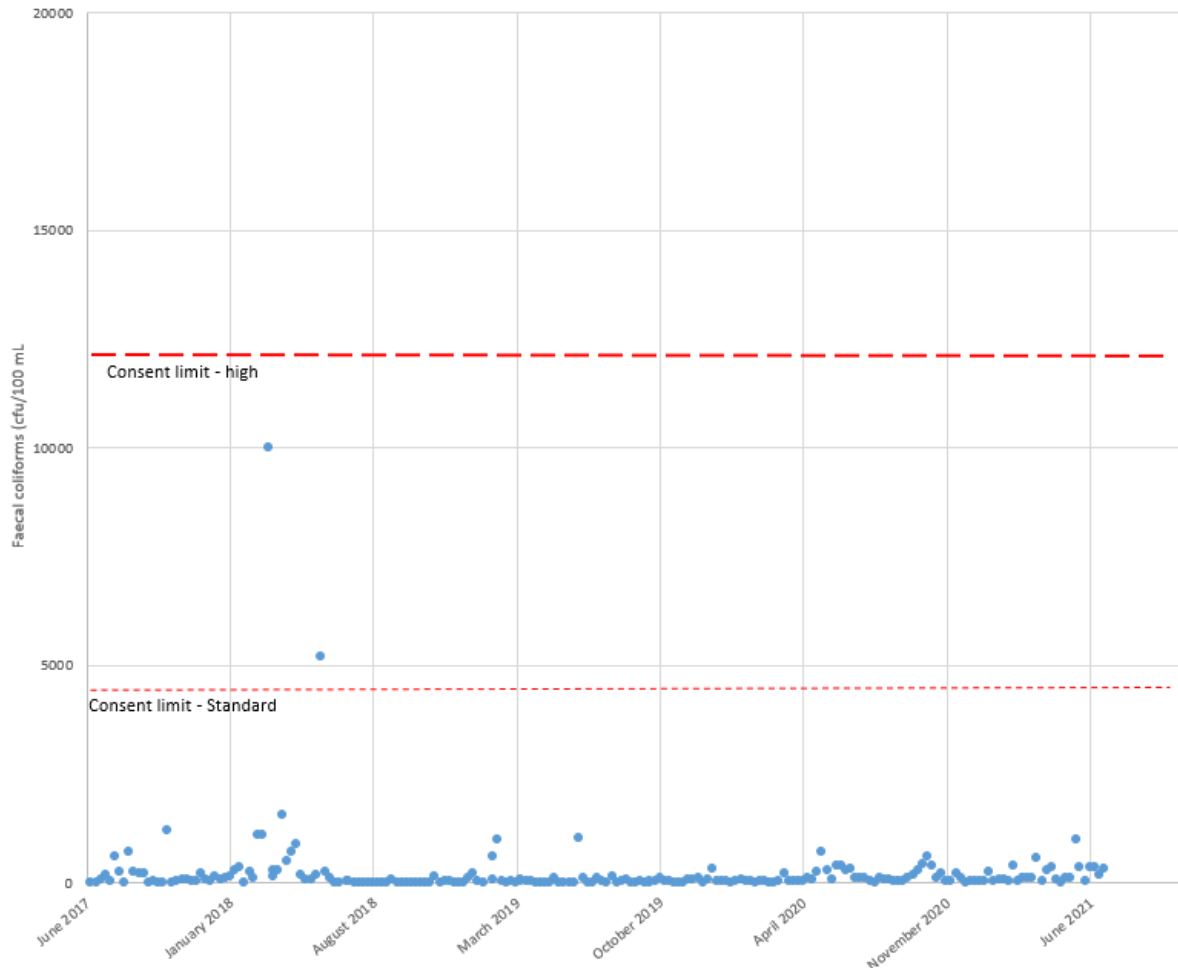


Figure 16. Faecal coliforms in ocean outfall discharge between June 2017 and June 2021



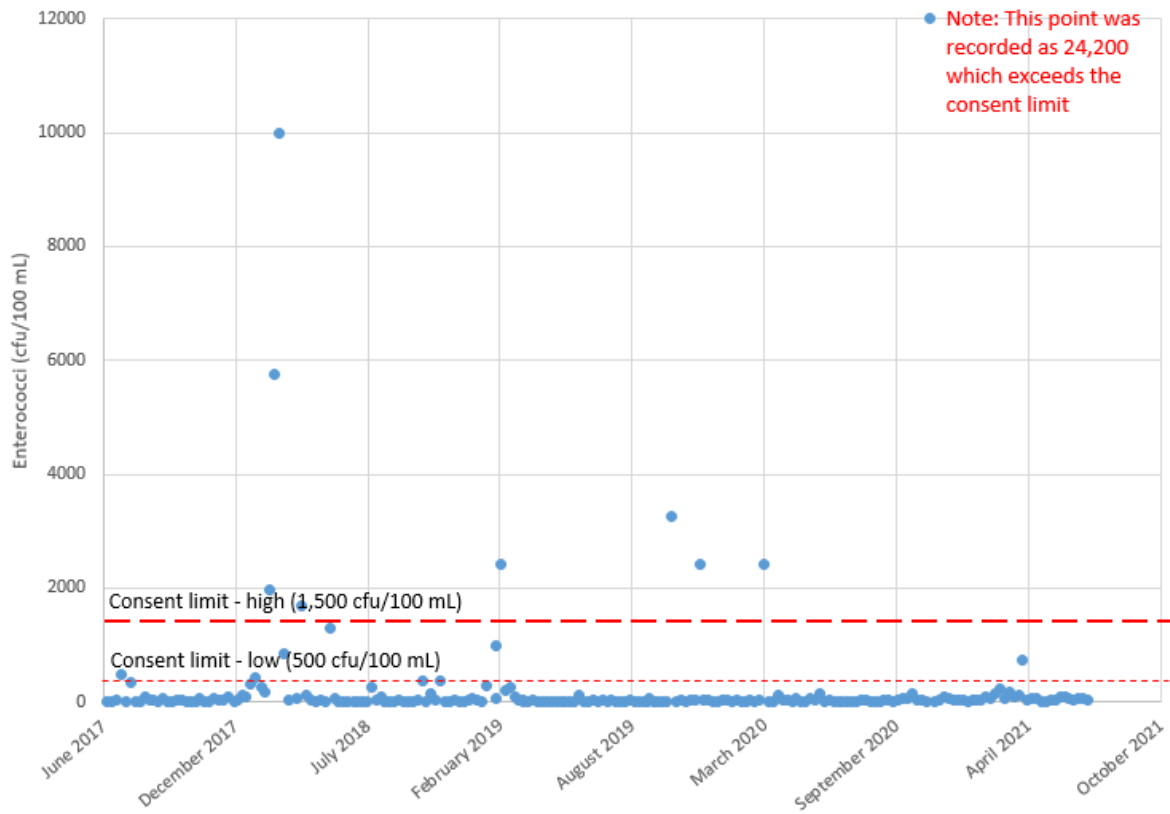


Figure 17. Enterococci in ocean outfall discharge between June 2017 and June 2021

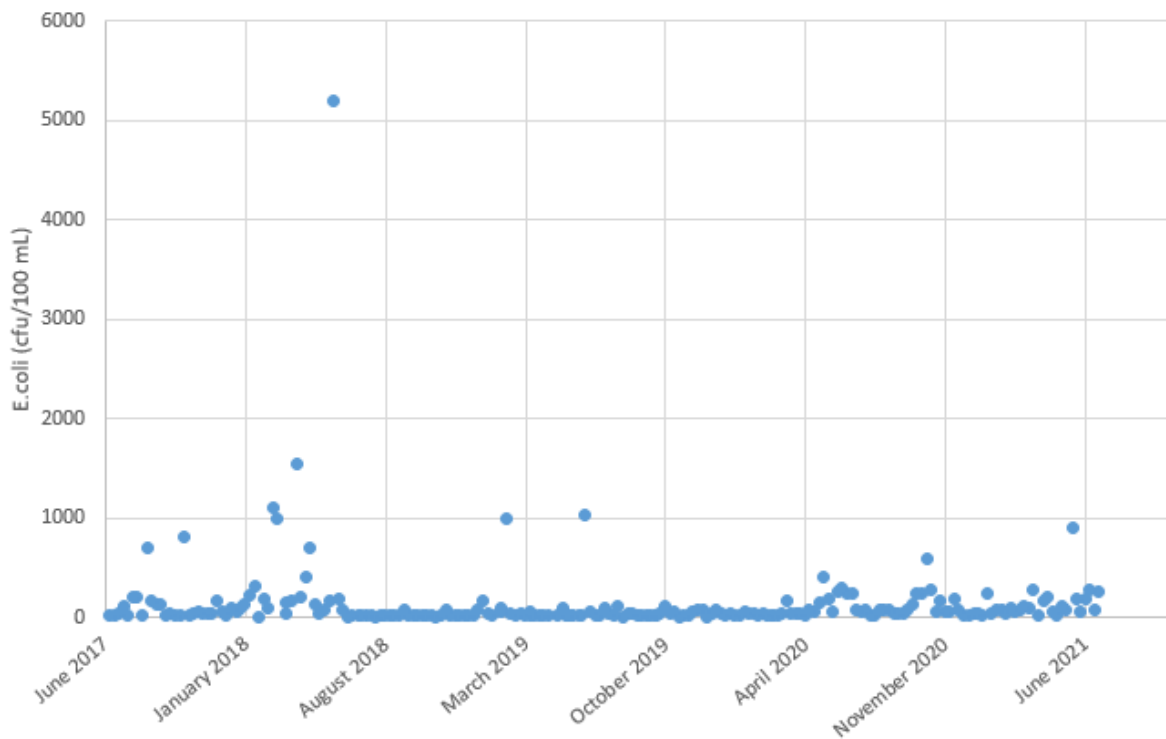


Figure 18. Escherichia coli in ocean outfall discharge between June 2017 and June 2021

## Human pathogens

The results for the 2020/21 human pathogen tests are shown in Table 9, alongside results from the previous monitoring periods. Human enterovirus, adenovirus, *Campylobacter* and *Salmonella spp.* are required to be sampled annually, as the three-monthly sampling was only required for the first two years.

The human pathogen sampling requirements of Condition 9(d) were met in full in 2020/21. When sampled, human enterovirus and adenovirus were below their respective MDL during the 2020/21 monitoring period. There are no consent limits for human pathogens.

Table 9: Human pathogens in ocean outfall discharge.

Pathogen	March 2021	March/June 2020	March 2019	Nov 2018	March 2018	March 2017	March 2016
<b>Human enterovirus (pfu/10 L)</b>	Not sampled	<10	<10	<10	Not sampled	<10	<10
<b>Human adenovirus (iu/10 L)</b>	<10	<10	<10	<10	Not sampled	<10	<10
<b>Campylobacter</b>	Detected	Not detected	Not detected	No sample taken	Detected	Detected	Not isolated
<b>Salmonella spp. (/500 mL)</b>	Not detected	Not detected	Not detected	No sample taken	Not detected	Not detected	Not isolated

Note: Units: pfu = plaque forming units; iu = infectious units. \* Pathogen monitoring during 2015 occurred over various dates.

### 2.3.7. Organochlorine pesticides, PCBs and PAHs

The annual monitoring for organochloride pesticides, polychlorinated biphenyls (PCBs) and polycyclic aromatic hydrocarbons (PAHs) was undertaken in March 2020. The full results are presented in Appendix A. There are no limits for organochloride pesticides, PCBs and PAHs, specified in the resource consent.

### 2.3.8. Summary

Overall, all requirements of conditions 9 – 12 have been met. The following are the main points from the outfall monitoring program:

- The plants are performing well, with monitoring showing the effluent quality comfortably meeting the consent requirements most of the time.
- The frequency of sampling was undertaken as required by the consent conditions.
- All organochlorine pesticide, PCB and PAH results were below their respective method detection limits.

## 2.4. Condition 13 – Woodend Beach, The Pines Beach and Waimakariri River mouth

### 2.4.1. Monitoring requirements

Condition 13 of CRC041162.2 requires weekly monitoring for faecal coliforms and enterococci at Woodend Beach and The Pines Beach. Woodend Beach is located to the north of the ocean outfall and The Pines Beach to the south. Both locations are north of the Waimakariri River mouth, as shown in Figure 1. The frequency of monitoring during the 2020/21 period at Woodend Beach and the Pines Beach complied with these requirements. In addition to the weekly monitoring at Woodend Beach and The Pines Beach, WDC also sampled at the Waimakariri River Mouth.

### 2.4.2. Microbiological monitoring results

The microbiological data measured at each site are shown in Figure 19 and Figure 20, and summarised in Table 10.

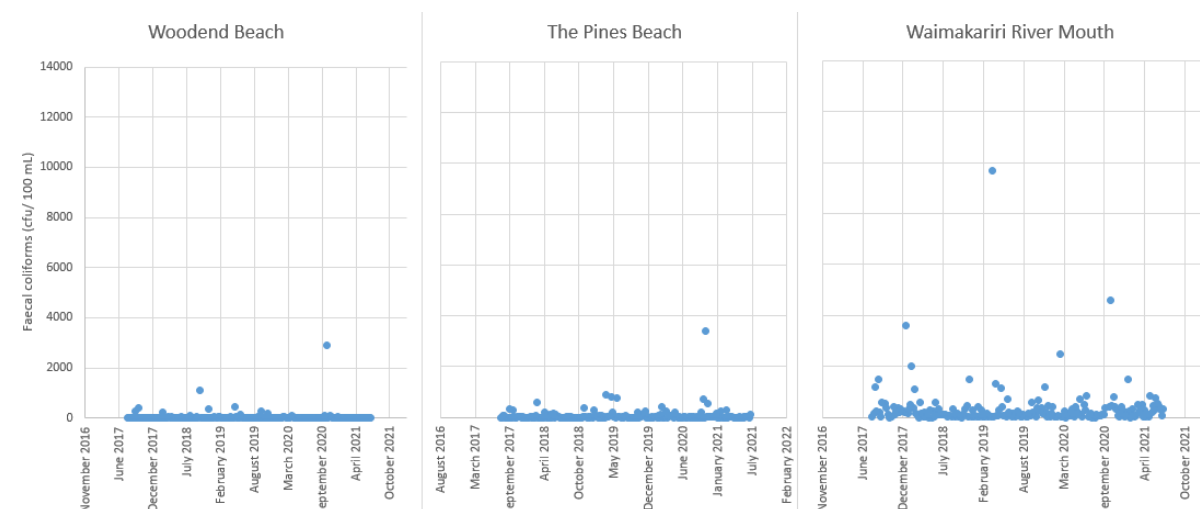


Figure 19: Faecal coliforms at Woodend Beach, The Pines Beach and the Waimakariri River Mouth between June 2017 and July 2021

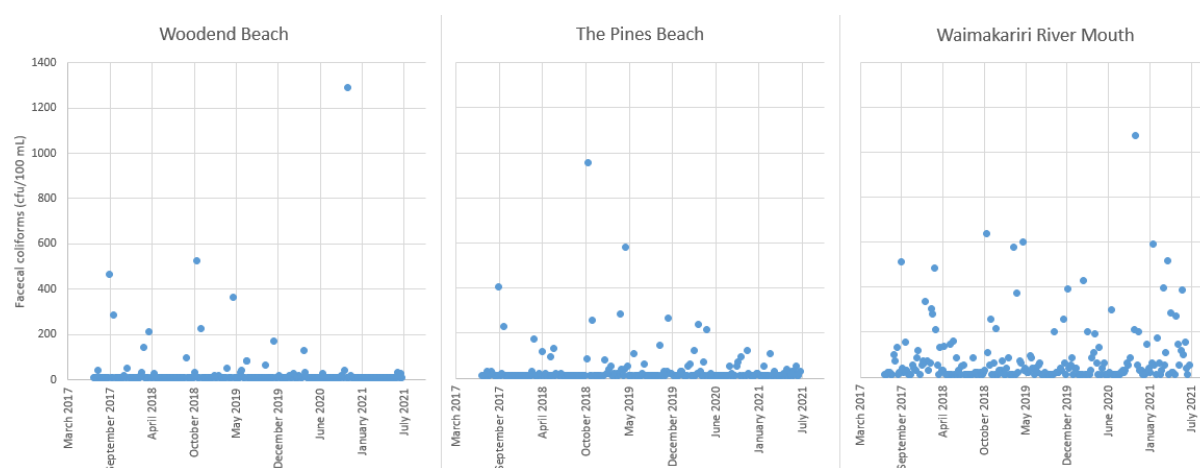


Figure 20: Enterococci at Woodend Beach, Pines Beach and Waimakariri River Mouth between June 2017 and July 2021

Table 10: Microbiological monitoring results for Woodend Beach, The Pines Beach and Waimakariri River Mouth

Indicator	Woodend Beach		The Pines Beach		Waimakariri River Mouth	
	N	Median (range)	N	Median (range)	N	Median (range)
<b>Faecal coliforms (cfu/100 ml)</b>	52	4	52	18	50	215
<b>Enterococci (cfu/100 ml)</b>	53	10	53	10	51	46.5

Note: N: number of samples

Median numbers of faecal coliforms were highest at the Waimakariri River Mouth in all monitoring periods reported to date (Figure 19). These results could be due to a number of factors that differentiate the river mouth from Woodend and The Pines Beach (e.g., lowland tributaries [Styx

River and Kaiapoi River] entering near the mouth, birdlife from Brooklands Lagoon and the short survival rate of faecal coliforms in marine waters).

Median numbers of faecal coliforms recorded at Woodend Beach dropped from 7 to 4 cfu/100 mL this monitoring period, compared to 2019/20. The Pines Beach shows a similar median to that reported in 2018/19 and 2019/20. However at the Waimakariri River Mouth (Figure 19) the median increased from 141 to 215 cfu/100 mL.

As described in Table 10 and Figure 20, median numbers of enterococci recorded at Woodend Beach, The Pines Beach in 2020/21 were the same as those reported in 2019/20 (10 cfu/100 mL). The median number for the Waimakariri River Mouth has doubled from 20 cfu/100 mL reported in 2019/20 to 46.5 cfu/100 mL in 2020/21.

#### 2.4.3. Compliance summary – Beaches

The monitoring requirements in Condition 13 for sampling at Woodend Beach and The Pines Beach have been met in full during the 2020/21 monitoring period.

### 2.5. Condition 14 – Visual Observations

As required by Condition 14, WDC make visual observations at each sampling site to assess the presence of conspicuous oil or grease films, scums or foams or floatable materials. Wind speed and direction were also recorded and are available on request.

During the 2020/21 period, no conspicuous oil or grease films, scums or foams, or floatable materials were noted at either Woodend Beach or The Pines Beach on any of the weekly site visits during the monitoring period.

### 2.6. Conditions 15 to 26 – Water Quality, Surface Sediments and Benthic Infauna

WDC was granted a variation to the conditions of consent, effective from 12 March 2009, relating to the sampling of mixing zone water quality, sediments and Benthic Infauna. Sampling is required after three years following commissioning of the ocean outfall and at five yearly intervals thereafter.

Water quality, surface sediments and Benthic Infauna sampling was undertaken in March 2017. The next sampling under Conditions 15 – 26 is due in 2022.

### 2.7. Condition 30 – Complaints

Condition 30 states the following:

*“The consent holder shall maintain and keep a complaints register for all aspects of all operations in relation to the discharge into the ocean. The register shall detail the date, time and type of complaint, cause of the complaint, and action taken by the Consent Holder in response to the complaint. The register shall be available to the Canterbury Regional Council at all reasonable times.”*

WDC maintains a complaints register in accordance with the requirements of Condition 30.

There were no complaints received for the 2019/20 monitoring period and also during the 2020/21 monitoring period.

## 2.8. WWTP Operations, Maintenance and Major Shutdowns

There were no major shutdowns of the ocean outfall in the 2020/21 monitoring period. The plants have performed well with no major issues. A planned shutdowns occurred to CCTV from the valve chamber.

## 2.9. Summary of Compliance – CRC041162.2

A summary of compliance with condition CRC041162.2 is presented in Table 11 below.

Table 11: Summary of compliance for 2020/21 for consent CRC041162.2.

Consent condition	Description	Compliance
<b>Condition 2</b>	Discharge volume and rate	Full compliance
<b>Condition 9</b>	Ocean outfall discharge quality	Full compliance
<b>Condition 11</b>	Discharge BODs, TSS, ammoniacal-N limits	Full compliance
<b>Condition 12</b>	Discharge microbiological limits	Full compliance
<b>Condition 13</b>	Woodend Beach and The Pines Beach	Full compliance
<b>Condition 14</b>	Visual observations	Full compliance
<b>Condition 15 – 26</b>	Water quality, surface sediments and benthic infauna	No testing was required this monitoring period – Full compliance
<b>Condition 30</b>	Complaints	Full compliance

### 3. CRC041049 – DISCHARGE FROM KAIAPOI WWTP

#### 3.1. Condition 2 – Groundwater Quality Monitoring

Condition 2 states the following:

*“The consent holder shall monitor on-site bores 1, 2, and 3 and two new monitoring bores within 200 metres of the site, on a monthly basis for a period of up to two years after the introduction of Rangiora effluent into the wetland, thereafter at three monthly intervals. Samples from the monitoring shall be analysed for faecal coliforms, E. coli, nitrate-nitrogen and ammoniacal-nitrogen.”*

The locations of the groundwater quality monitoring bores are shown in Figure 21. The regional groundwater flow is assumed to be towards the east in the direction of the coast. Bore 1 (labelled as WDC1) and Bore A are considered ‘control’ bores as they are located up-gradient of the WWTP, whereas bores 2, 3 (labelled as WDC2 and WDC3, respectively) and B are ‘effects’ bores as they are down-gradient from the WWTP. Effects of the WWTP may be evident in groundwater quality through a comparison of the ‘control’ bores with the down-gradient bores’ water quality.



Figure 21: Location of Kaiapoi monitoring bores

Although the two-year period of monthly sampling required by Condition 2 was met as of February 2008, monthly sampling continued until February 2010 when three-monthly sampling commenced.

Four samples were collected during the 2019/20 monitoring period and 4 again in 2020/21 (refer to Table 12). Therefore, the three-monthly sampling requirement was met.

### 3.2. Groundwater Monitoring Results

#### 3.2.1. Nutrients

Nutrient concentrations in the five bores for the 2020/21 monitoring period are shown in Table 12. Nitrate nitrogen (nitrate-N) data is plotted in Figure 22 and ammoniacal-N data is plotted in Figure 23.

Similar to the 2018/19 monitoring period, the highest nitrate-N concentration during the 2019/20 monitoring period was recorded in Bore B and WDC 3 (0.02 g/m<sup>3</sup>). In the 2020/21 monitoring period the highest nitrate-N concentration was recorded in WDC3 in January and April (Figure 22).

Ammoniacal-N concentrations were below detection limits or low in the up-gradient bores. Higher concentrations are measured in the down-gradient bores. The results (Figure 23), indicate that the Kaiapoi WWTP discharge is influencing groundwater quality down-gradient of the WWTP. The result trend is increasing over time as shown in Figure 23 where 5 years of data is graphed.

Table 12: Nitrate-N and ammoniacal-N concentrations in Kaiapoi WWTP groundwater monitoring bores.

Bore	Nitrate-nitrogen (g/m <sup>3</sup> )				Ammoniacal-nitrogen (g/m <sup>3</sup> )			
	Jul 20	Oct 20	Jan 21	April 21	Jul 20	Oct 20	Jan 21	April 21
<b>WDC1 (control)</b>	0.002	0.002	0.002	0.002	0.01	0.01	0.015	0.013
<b>A (control)</b>	0.002	0.002	0.002	0.002	0.054	0.099	0.099	0.097
<b>WDC2 (effect)</b>	0.002	0.002	0.002	0.002	12.2	11.5	12.7	16.3
<b>WDC3 (effect)</b>	0.003	0.005	0.02	0.02	11.3	13.5	14	15
<b>B (effect)</b>	0.002	0.002	0.002	0.002	5.7	7.2	9.1	9.1

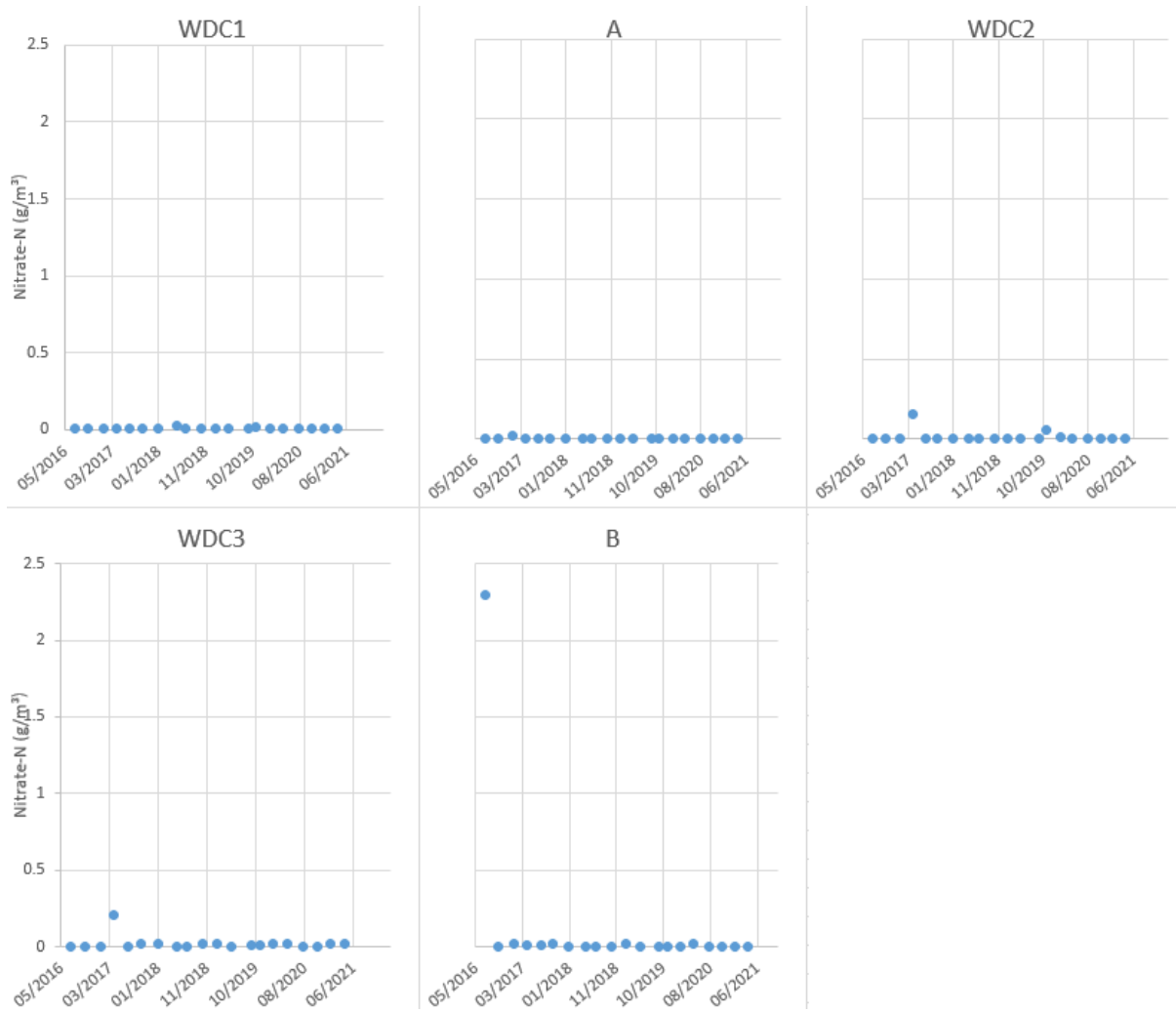


Figure 22: Nitrate-N concentrations in Kaiapoi WWTP monitoring bores between May 2016 and June 2021



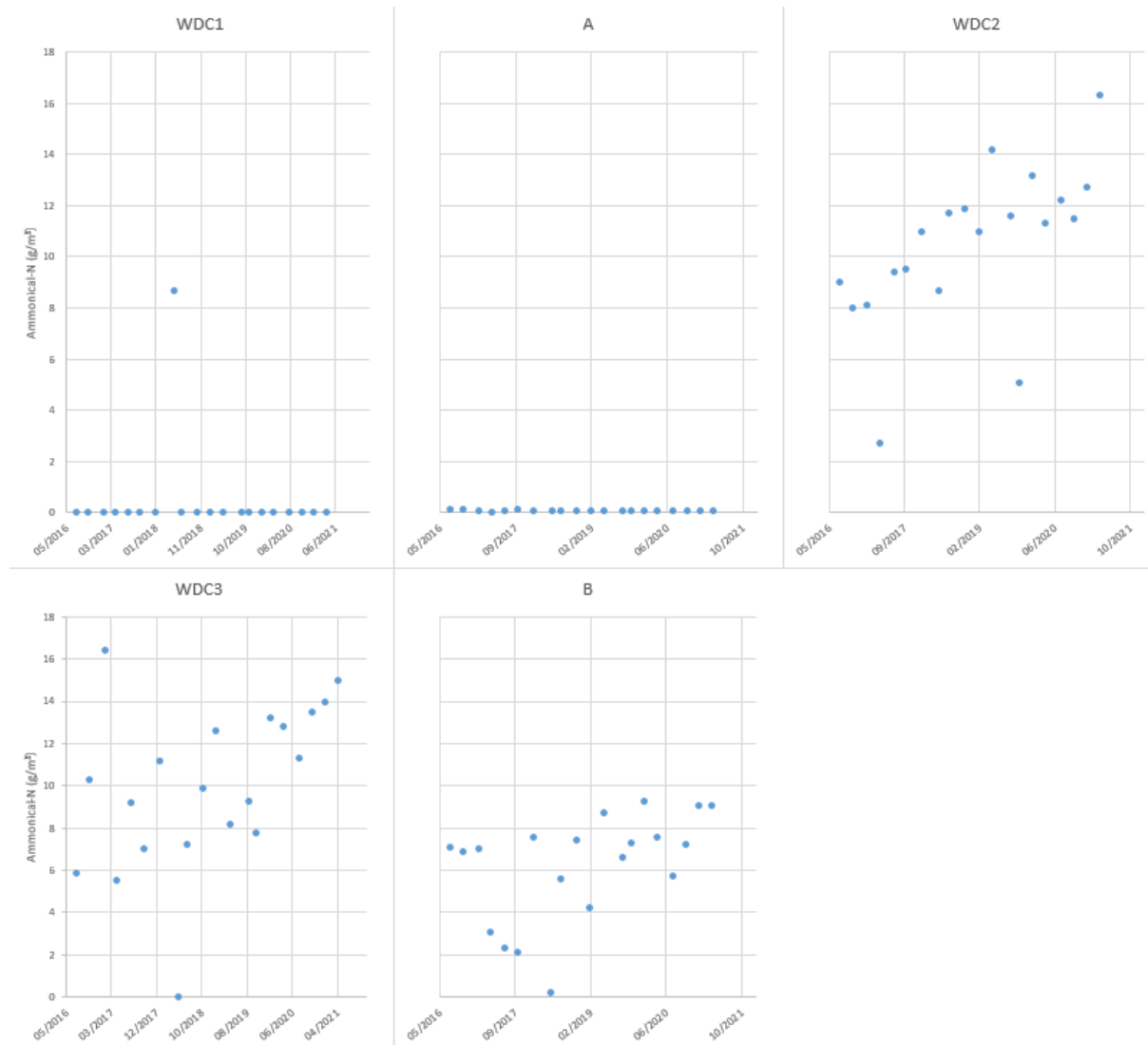


Figure 23: Ammoniacal-N concentration in groundwater monitoring bores from May 2016 - July 2021

### 3.2.2. Faecal indicator bacteria

*E. coli* and faecal coliform numbers measured during sampling in 2020/21 are tabulated in Table 13 and shown on Figure 24 and Figure 25, respectively.

Table 13: Escherichia coli and faecal coliforms in Kaiapoi WWTP groundwater monitoring bores.

Bore	Escherichia coli (cfu/100mL)				Faecal coliforms (cfu/100 mL)			
	Jul 20	Oct 20	Jan 21	April 21	Jul 20	Oct 20	Jan 21	April 21
<b>WDC1 (control)</b>	<1	<1	<1	<1	<1	<1	<1	<1
<b>A (control)</b>	<1	1	<1	<1	<1	<1	<1	<1
<b>WDC2 (effect)</b>	<1	<1	<1	<1	<1	<1	<1	<1
<b>WDC3 (effect)</b>	20	<1	<1	24	20	<1	<1	24
<b>B (effect)</b>	<1	11	1	1	<1	11	1	1



Figure 24: Escherichia coli in Kaiapoi WWTP monitoring bores between May 2016 and June 2021



Figure 25: Faecal coliforms in Kaiapoi WWTP monitoring bores between May 2016 and June 2021

### 3.3. Condition 6 – Operating and Reporting

There were no major works undertaken at the Kaiapoi WWTP in the 2020/21 monitoring period.

### 3.4. Summary of Compliance – CRC041049

WDC has complied with the monitoring and reporting requirements of resource consent CRC041049 (Table 14). Groundwater monitoring of five bores in the vicinity of Kaiapoi WWTP in 2020/21 indicated that the WWTP influences groundwater quality down gradient, similar to that identified in previous monitoring periods.

Table 14: Summary of compliance for 2020/21 under CRC041049.

Consent condition	Description	Compliance
Condition 2	Groundwater monitoring	Full compliance
Condition 6	Annual reporting	Full compliance

## 4. CRC168391 – FROM WOODEND WASTEWATER TREATMENT PLANT

### 4.1. Overview

The Woodend WWTP is located approximately 23 km north of Christchurch (Figure 27) and receives wastewater from Woodend, Waikuku Beach, Pegasus, Tuahiwi and Woodend Beach. The WWTP consists of an inlet screen, two aeration basins, settling pond and a wetland. Treated wastewater passes through an ultraviolet (UV) disinfection system before being pumped to the ocean outfall in Pegasus Bay between The Pines Beach and Woodend Beach, north of the Waimakariri River mouth.



Figure 27: Location of Woodend WWTP and groundwater monitoring sites.

Resource consent compliance for the period 1 July 2020 to 30 June 2021 (the monitoring period) has been assessed using monitoring data provided by WDC. WDC undertakes additional monitoring at the WWTP which, although is not required by the consent, is included in this report where relevant.

## 4.2. Conditions 5 – 6: Seepage

### 4.2.1. Record keeping for daily volumes

The resource consent requires WDC to keep records of daily volumes received by the Woodend WWTP and daily volumes discharged to the ocean outfall. As shown in Figure 28, the Woodend WWTP receives influent wastewater from six wastewater pump stations. These are:

- Gladstone Road pump station
- Petries Road pump station
- Woodend Beach pump station
- Waikuku Beach WWTP
- Pegasus Main Street pump station
- Mary Ellen Street pump station
- Kesteven Place pump station

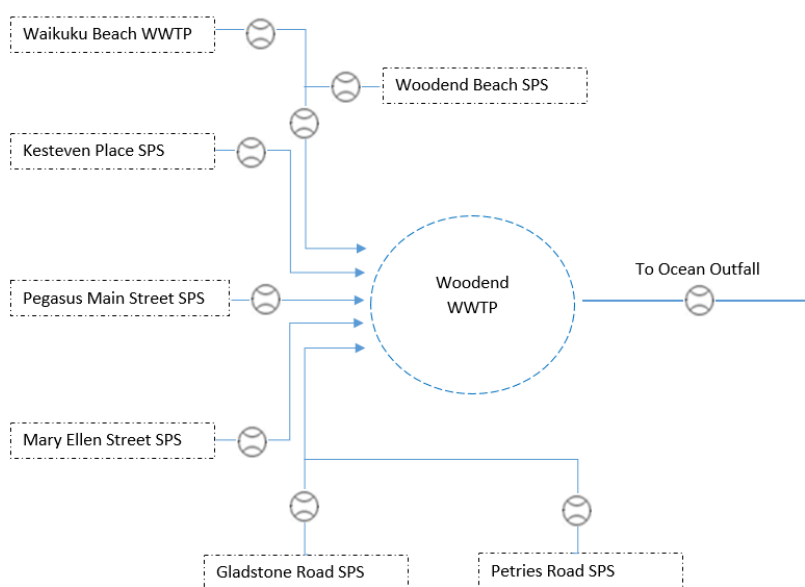


Figure 28: Schematic Woodend sewer network

Inflow records from the electromagnetic flow meters at Gladstone Road, Petries Road, Woodend Beach, Waikuku Beach WWTP, Pegasus Main Street, Mary Ellen Street and Kesteven Place for the monitoring period were recorded by the WDC SCADA system. These volumes are presented as the combined daily inflow volumes in Figure 29. Rainfall data from the Woodend, Gladstone weather station for the corresponding period is also presented on the same figure for comparison.

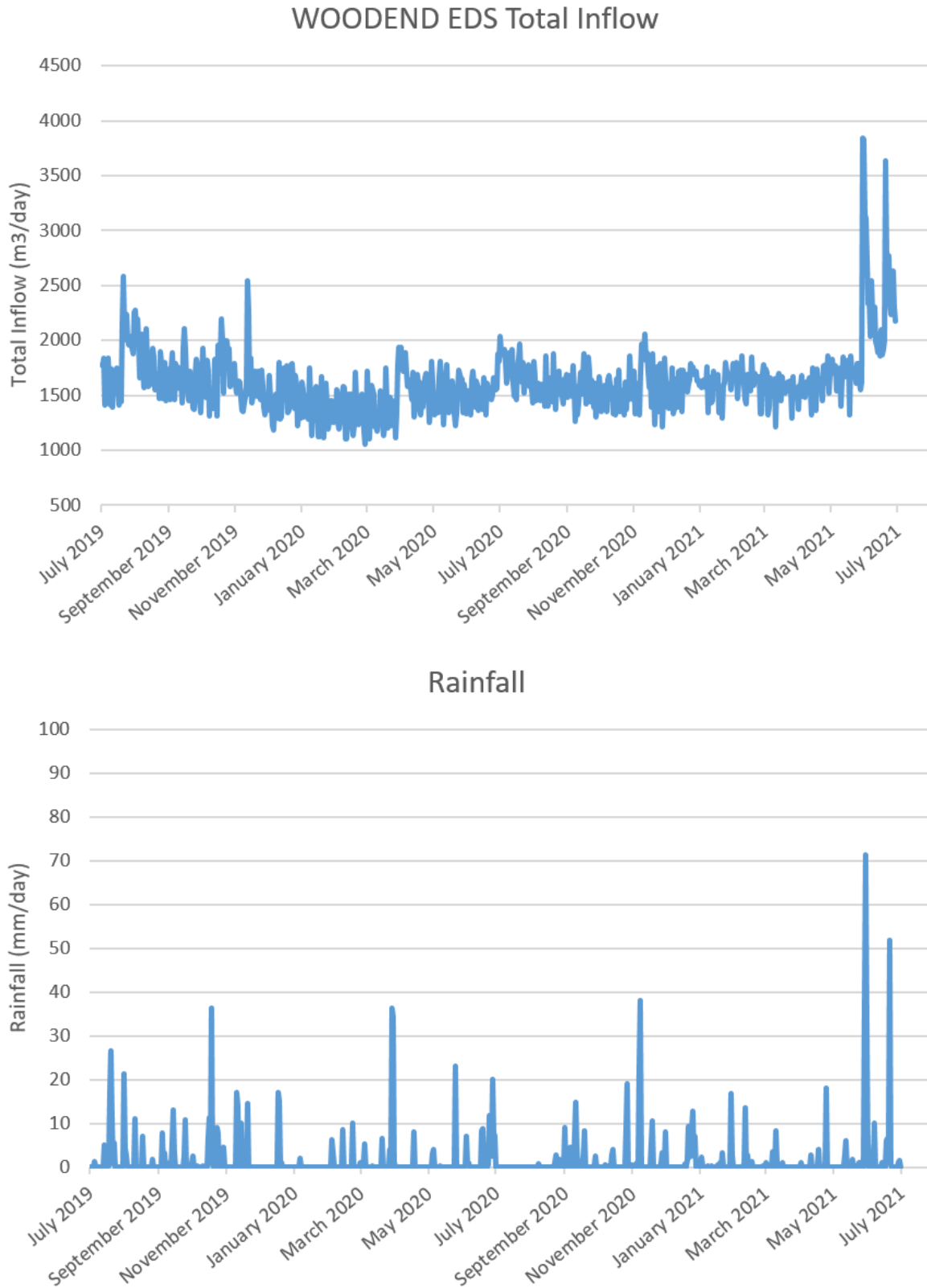


Figure 29: Daily inflow volumes July 2018 – July 2021 plotted with rainfall at Woodend.

Outflow data is measured by an electromagnetic flow meter and logged via a SCADA system. Flows from Woodend WWTP to the ocean outfall for the 2020/21 monitoring period are shown in Figure 30. Flow data is available upon request.

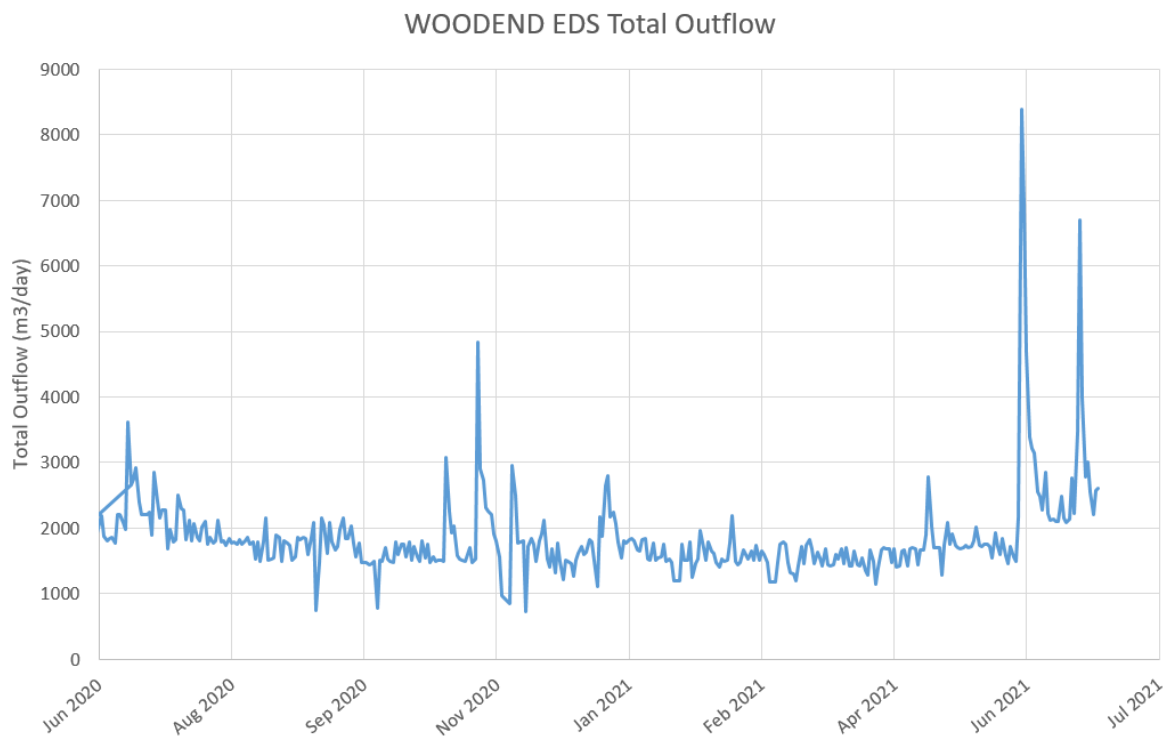


Figure 30: Daily outflow volumes (m<sup>3</sup>/day) from Woodend WWTP to ocean outfall July 2020 and June 2021

#### 4.2.2. Daily seepage discharge volumes

The resource consent states that the volume of treated wastewater discharged via seepage should be calculated by subtracting the volume of wastewater discharged to the ocean outfall from the volume of wastewater received at the WWTP. Calculated seepage volumes for the monitoring period are shown in Figure 31. Please note seepage values have not been calculated when either inflow or outflow data are missing. The prescribed method for calculating the discharge via seepage does not account for:

- Pond / Wetland attenuation and fluctuating water levels
- Rainfall
- Evaporation from pond/wetland water surfaces and evapotranspiration from wetland plants
- Pond buffering (this can be significant during changes in plant operation)



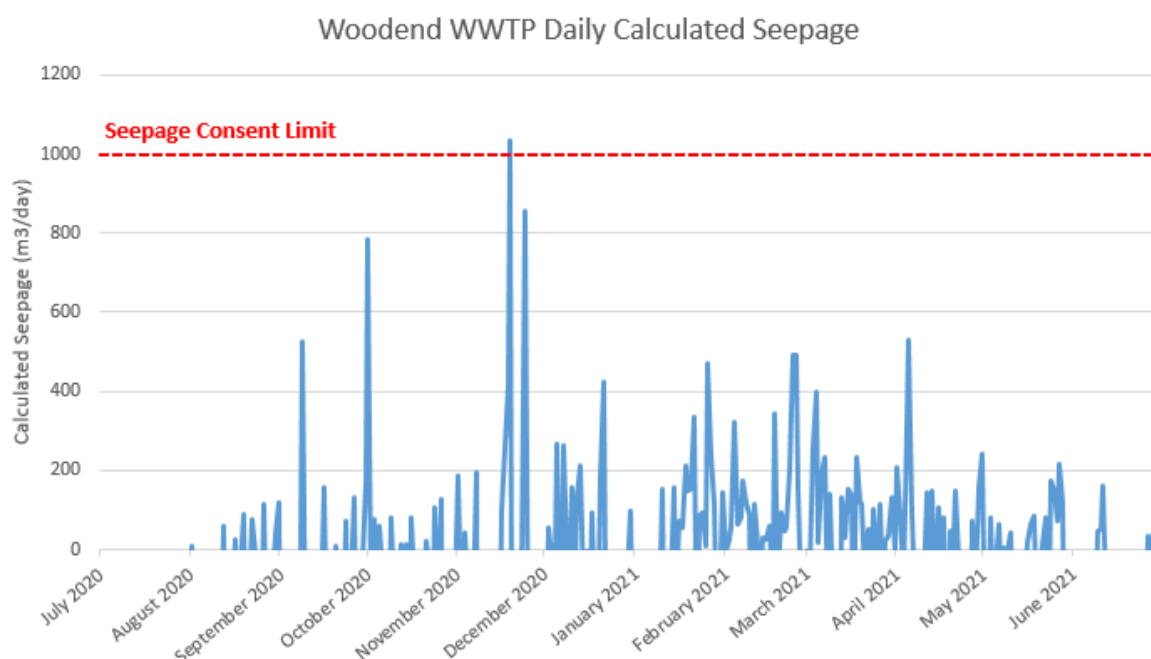


Figure 31: Calculated daily seepage volumes (m<sup>3</sup>/day) July 2019 to June 2021

Condition 5 states that;

“the volume of treated effluent discharged to land via seepage shall not exceed 1000 cubic metres per day.”

The data implies that over the 2020/21 monitoring period WDC has generally complied with the daily seepage volume consent limit of 1,000 m<sup>3</sup>/day. However, the calculated seepage volumes using the method prescribed in the consent exceeded the consented limit on one occasion on the 19 November 2020 (refer Figure 31). This occurred on a day with low outflow (<900 m<sup>3</sup>/day) and high inflow (>1,500 m<sup>3</sup>/day) due to rainfall over the preceding days (refer Figures 29 and 30). In reality, the difference between the inflow and outflow under these conditions, would be due to an increase in storage levels within the ponds and wetlands rather than actual discharge to land via seepage.

The data indicates that on average over the 2020/21 monitoring period compliance with the daily seepage volume consent limit has been achieved.

### 4.3. Conditions 9 to 11 – Groundwater Monitoring

#### 4.3.1. Monitoring requirements

Condition 9 of the resource consent requires two monitoring bores (south-east and west) to be sampled at three-monthly intervals. The south-east bore is located down-gradient of the WWTP and the west bore is located up-gradient (Figure 27 above).

In accordance with the Groundwater Monitoring Plan (WDC 2008), which is required under Condition 15, WDC began monitoring two domestic bores in February 2007, located on the Robinson and McKenzie properties directly to the west (up-gradient) of the WWTP (shown in Figure 27 above). Although the bores on these properties are consented for domestic water supply, both properties have an alternative water source supplied by WDC where they now receive a restricted water supply (2 m<sup>3</sup>/day) from the Woodend water supply.



#### 4.3.2. Depth to groundwater

Depth to groundwater was measured in the south-east and west bores on 4 occasions, as required, during the 2020/21 monitoring period (Table 15). Therefore, compliance with Condition 10 was met in full.

#### 4.3.3. Groundwater quality

Groundwater samples were collected and analysed for nitrate-N, ammoniacal-N and faecal coliforms, as per Condition 11. The results are shown in Figures 31 to 33 and summarised in Table 15 below. There are no consent limits for these parameters.

Table 15: Groundwater quality monitoring at Woodend WWTP from 2020 to 2021.

Sample	Bore	Top Water Level (m)	Ammoniacal-N (g/m <sup>3</sup> )	Nitrate-N (g/m <sup>3</sup> )	Faecal coliforms (cfu/100ml)
July/August 2020	McKenzie (up-gradient)	N/A	<0.010	<0.002	<1
	Robinsons (up-gradient)	N/A	0.021	<0.002	<1
	West (up-gradient)	3.6	0.95	<0.002	1
	South-east (down-gradient)	2.8	2.4	2.6	<1
October/November 2020	McKenzie (up-gradient)	N/A	<0.010	<0.002	<1
	Robinsons (up-gradient)	N/A	0.015	<0.002	<1
	West (up-gradient)	3.8	0.88	<0.02	1
	South-east (down-gradient)	3.0	2.4	<0.02	1
January 2021	McKenzie (up-gradient)	N/A	0.010	0.002	1
	Robinsons (up-gradient)	N/A	0.015	0.002	1
	West (up-gradient)	3.9	0.89	0.02	1
	South-east (down-gradient)	3.1	3	0.002	1
April 2021	McKenzie (up-gradient)	N/A	0.010	0.002	1
	Robinsons (up-gradient)	N/A	0.016	0.002	1
	West (up-gradient)	3.6	0.89	0.02	1
	South-east (down-gradient)	3.2	2.4	0.002	1

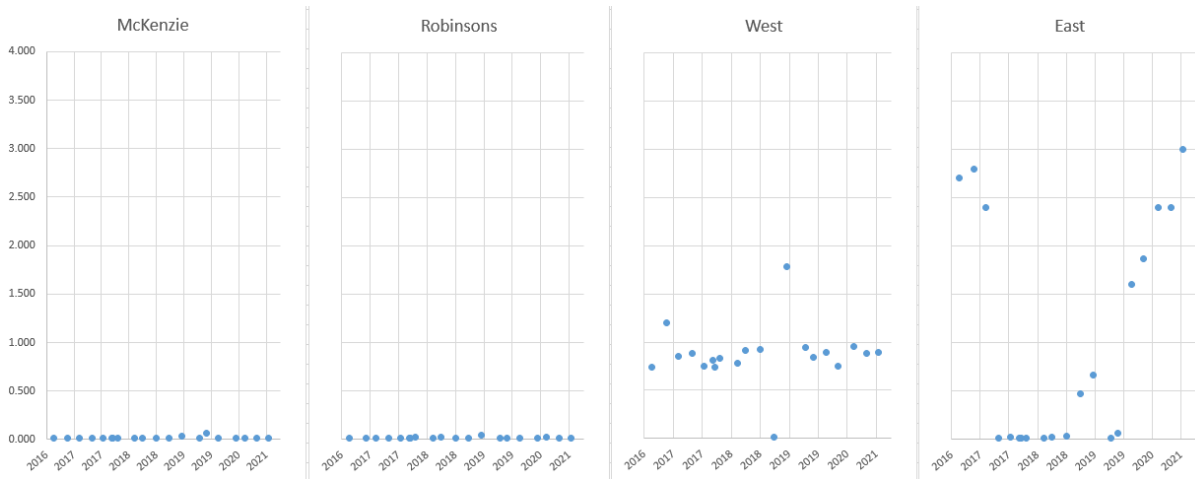


Figure 32: Ammoniacal-N concentration on groundwater monitoring bores from 2016 to 2021

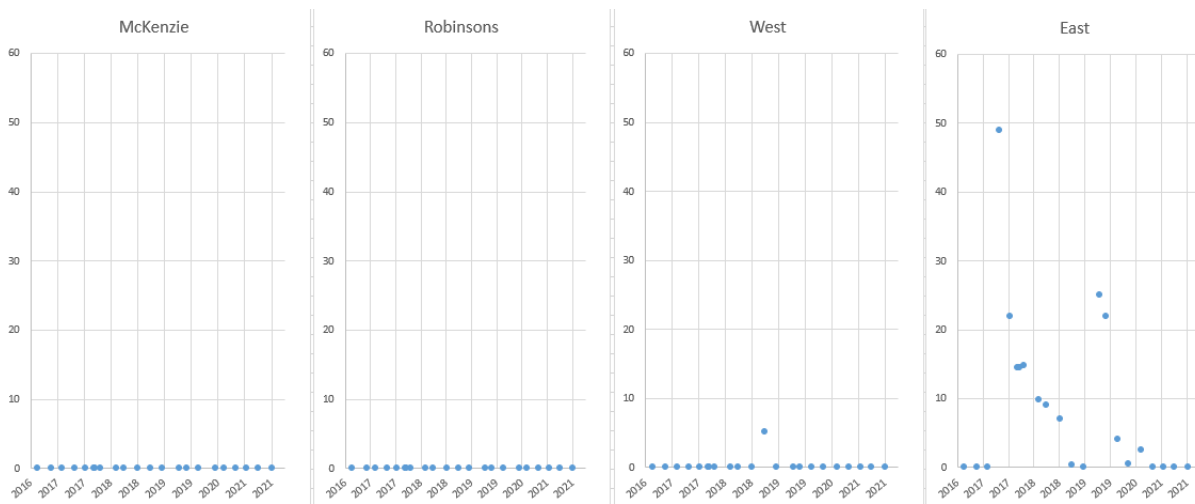


Figure 33: Nitrate-N concentration in groundwater monitoring bores from 2016 to 2021

Faecal coliforms were detected in the East bore (10 cfu/100 mL, September 2019) and the Robinson bore (10 cfu/100 mL, September 2019). Any results lower than detection are graphed as one.

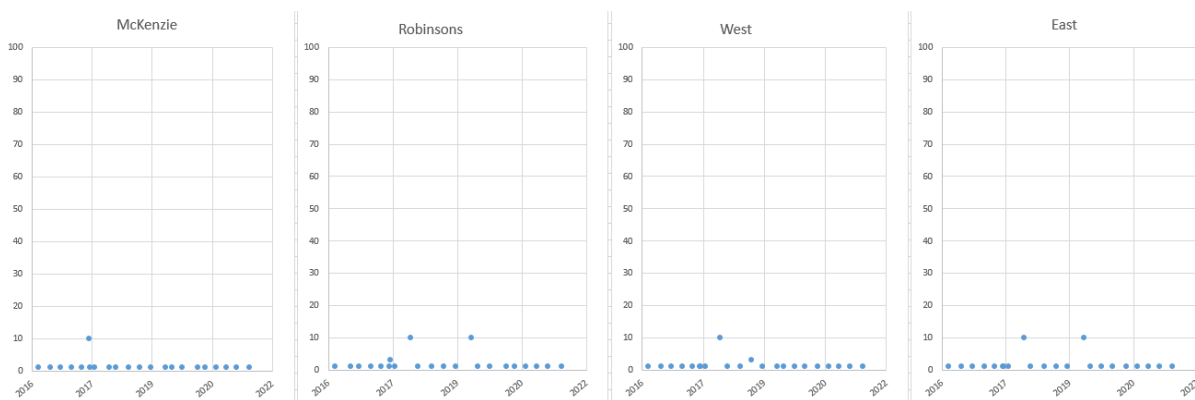


Figure 34: Faecal coliforms numbers in groundwater monitoring bores from 2016 to 2021

#### 4.4. Operations and Maintenance

During the 2020/21 monitoring period there were no major capital works. The plant operation and maintenance has been standard with no significant unplanned maintenance needed to occur.

#### 4.5. Summary of Compliance – CRC168391

Record keeping of wastewater volumes complied with the requirements of the resource consent and enabled seepage volumes to be calculated. Seepage volumes for the 2020/21 monitoring period met the requirements of Conditions 5 and 6.

Groundwater monitoring records for 2020/21 were complete, with groundwater levels (at the two bores where it is possible to take readings; some of the well heads are sealed) and water quality samples being collected on four occasions. Therefore, the requirements of Conditions 9, 10 and 11 were met in full.

The groundwater monitoring undertaken in 2020/21 indicates that:

- Ammoniacal-N concentrations in groundwater down-gradient of the Woodend WWTP was higher than that measured from the up-gradient bores; however. The Woodend WWTP is a likely contributor to elevated ammoniacal-N concentrations in down-gradient groundwater.
- Nitrate-N concentrations in the down gradient bore has elevated levels compared to the up-gradient bores. On review of data over a 14 years period the concentrations of Nitrate-N have reduced. Prior to 2009 levels were recorded at 95 g/m<sup>3</sup>. Concentrations in the down gradient bore have stabilised in the last 5 years.

Overall, WDC has achieved compliance with the conditions of resource consent CRC168391.

### 5. CRC031724 – DISCHARGE TO JOCKEY BAKER CREEK

#### 5.1. Monitoring and Reporting Requirements

Resource consent CRC031724 was granted in 2004 to groundwater from subsoil drains and toe drains around infiltration wetland into the coastal marine area of Jockey Baker Creek.

In the event a discharge occurs into Jockey Baker Creek an alarm is raised in SCADA to inform the operators the event has occurred. If this occurs samples are to be taken as per Conditions 5 and 6.

There was no discharge into Jockey Baker Creek during the 2020/21 monitoring period.

### 6. CRC145027 – DESLUDGING AT RANGIORA WASTEWATER TREATMENT PLANT

#### 6.1. Monitoring and Reporting Requirements

Resource consent CRC145027 was granted in October 2014 to permit the discharge of dewatered sludge removed from wastewater Pond 1A at the Rangiora WWTP to land. Sludge is suction dredged, then piped via a closed system to geotextile bags for storage and dewatering.

The existing geotextile bags are slowly dewatering, Council will be assessing long term options for disposal of the biosolids in the future.

The monitoring requirements are set out in Conditions 16 and 17:

*Condition 16*

“On completion of the pond dredging operation and commencement of the dewatering phase, the consent shall either:

- a) Sampling the drainage water from the dewatering/dewatered sludge at six monthly intervals for the following parameters:
  - Arsenic
  - Copper
  - Cadmium
  - Chromium
  - Lead
  - Mercury
  - Nickel
  - Zinc, with all metals in the soluble form; and
  - Total Nitrogen
  - Ammoniacal Nitrogen
  - Dissolved Reactive Phosphorus; or
- b) A subsequent sampling regime and timeframe that has received written approval from the Chief Executive of the Canterbury Regional Council or delegate shall be undertaken.”

*Condition 17*

“The consent holder shall either:

- a) Monitor the downstream monitoring bore M35/9177 at six monthly intervals (generally September and April) for the following parameters:
  - pH
  - Ammoniacal Nitrogen
  - Total Nitrogen
  - Metals (Zinc, Copper and Arsenic in the soluble form); or
- b) A subsequent sampling regime and timeframe that has received written approval from the Chief Executive of the Canterbury Regional Council or delegate shall be undertaken.”

The reporting requirements are set out in Condition 20 and state that the annual report is to include the following details:

- The discharge point of drainage water.
- Findings of the three monthly inspections of the liner, bund and drainage.
- Results of laboratory analyses undertaken in the previous 12-month period.
- Details of any spills.

## 6.2. Monitoring Results

### 6.2.1. Drainage water discharge point

All discharge from the discharge chamber is currently pumped back into Pond 1A at the Rangiora WWTP. There is no intention to move the discharge of drainage water to land discharge. Drainage water will be permanently discharged to the treatment plant for further treatment.

### 6.2.2. Three monthly inspections

Inspections of the sludge pond are done on a weekly basis, which is more regular than the three-monthly frequency required by the resource consent. There have been no reports of any issues associated with the liner, pump, bund or drainage from the sludge pond during the 2020/21 monitoring period.

### 6.2.3. Laboratory analyses

Samples from the sludge pond pump chamber and M35/9177 were collected on the following dates:

- 12<sup>th</sup> August 2020
- 30<sup>th</sup> March 2021

If the discharge is below the trigger levels, the drainage water can be discharged direct to ground. Condition 16 of the resource consent requires two samples to be collected annually, at six monthly intervals, thus compliance with the monitoring requirements of Condition 16 was met during the 2020/21 monitoring period.

Table 16: Dewatering sample results and comparison with trigger values.

Parameter (gm/m <sup>3</sup> )	12 August 2020	30 March 2021	Trigger Levels <sup>1</sup>
<b>Arsenic</b>	<0.02	<0.02	0.2
<b>Cadmium</b>	0.040	0.0151	
<b>Chromium</b>	<0.010	<0.010	
<b>Copper</b>	1.19	0.69	
<b>Lead</b>	0.005	0.003	
<b>Mercury</b>	<0.002	<0.00008	
<b>Nickel</b>	0.32	0.118	1.6
<b>Zinc</b>	35	9.5	30
<b>Total Nitrogen</b>	74	49	224
<b>Ammoniacal-N</b>	41	21	30
<b>Dissolved Reactive Phosphorus</b>	<0.004	0.013	

Condition 17 of the resource consent requires two samples to be collected annually, at six monthly intervals. Therefore, compliance with the requirements of Condition 17 were met in full during the 2020/21 monitoring period.

The results are shown in Table 17, and compared with 80 % of the relevant maximum allowable value (MAV) reported in the New Zealand Drinking-Water Standards (NZDWS) (MoH 2008). Condition 14 states that should subsequent groundwater monitoring under Condition 17 show an upward trend extending over four consecutive sampling events, or a trigger level reaches 80 % of the relevant MAV, then the discharge of dewatering water to land must cease and be returned to the

<sup>1</sup> If monitoring data is below the trigger level drainage from the liner can be discharged direct to ground.

treatment pond. All parameters recorded concentrations less than their respective 80 % of MAV (where applicable), while pH was within the recommended range (MoH 2008). The only trend evident was the continued decrease in TN concentrations.

It is noted that WDC is not discharging to land so groundwater quality will not be affected by the sludge pond.

Table 17: Groundwater monitoring results for Bore M35/9177.

Parameter	15 <sup>th</sup> August 2019	4 <sup>th</sup> May 2020	12 <sup>th</sup> August 2020	30 <sup>th</sup> March 2021	80% of MAV <sup>2</sup>
<b>pH</b>	7.0	7.4	7.3	7.2	7.0-8.52
<b>Total Nitrogen</b>	0.98	1.01	0.84	0.83	-
<b>Ammoniacal-N</b>	0.013	<0.010	<0.0010	<0.010	1.2
<b>Soluble Arsenic</b>	<0.0010	<0.0010	<0.0010	<0.02	0.008
<b>Soluble Copper</b>	<0.0005	<0.0005	<0.0005	<0.0005	1.6
<b>Soluble Zinc</b>	<0.0010	0.0012	0.0010	<0.0010	1.2

#### 6.2.4. Spills

There were no spills during the 2020/21 monitoring period.

### 6.3. Operations and Management

There have been no significant operational changes that have an effect on CRC145027. The long-term plan for the discharge is to continue to return the drainage water back to the treatment plant. Discharge to ground will not be undertaken. Options to obtain a variation to the consent need to be assessed.

### 6.4. Summary Compliance – CRC145027

The monitoring and sampling results completed during the 2020/21 monitoring period are fully comply with Conditions 16 and 17.

<sup>2</sup> Maximum Allowable Value as defined in the New Zealand Drinking Water Standards (MoH 2008)

## 7. CRC173124 – DISCHARGE CONTAMINANTS TO AIR - RANGIORA WASTEWATER TREATMENT PLANT

### 7.1. Monitoring and Reporting Requirements

The following is an extract from the consent that outlines the sampling requirements.

#### *Condition 2*

The wastewater treatment ponds and aeration basin shall be operated so that the dissolved oxygen concentrations of the wastewater in the ponds are maintained at levels of no less than two grams per cubic metre, based on the ten percentile of annual results during the hours of measurement as stated in Condition 3.

#### *Condition 3*

Dissolved oxygen levels shall be measured in each pond between the hours of 11am and 2pm on one day in every seven day period.

#### *Condition 4*

The consent holder shall maintain a record of dissolved oxygen measurements which shall include the following information:

- The date and time the measurements were taken; and
- Water temperature at the time the measurements were taken; and
- Dissolved oxygen concentrations; and
- Identification of the pond in which the measurements were taken.

Conditions 2, 3 and 4 have been met. The operators visit the sites weekly and record the data that is electronically recorded. This data has been forwarded to ECan electronically and is available upon request.

Note that Conditions 9, 10, 11, 12 are no longer applicable. These relate to the using of sprays that were used to remove NH<sub>4</sub>. These have been decommissioned. A variation should be sort from ECan in the future to update the consent.

### 7.2. Odour Complaints

There were no odour complaints for the 2020/21 monitoring period, nor in 2019/20.

### 7.3. Summary of Compliance

Compliance has been fully met for CRC173124.

# APPENDIX A

Ocean Outfall Discharge Monitoring Results – Organochlorine Pesticides, PCBs and PAHs

30 March 2021

CRC041162





**Hill Laboratories**  
TRIED, TESTED AND TRUSTED

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W www.hill-laboratories.com

## Certificate of Analysis

Page 1 of 4

<b>Client:</b> Waimakariri District Council	<b>Lab No:</b> 2557839	SPV1
<b>Contact:</b> Darryn Williams	<b>Date Received:</b> 16-Mar-2021	
C/- Waimakariri District Council	<b>Date Reported:</b> 30-Mar-2021	
Private Bag 1005	<b>Quote No:</b> 53943	
Rangiora 7440	<b>Order No:</b>	
	<b>Client Reference:</b> Consent: CRC041162.2	
	<b>Submitted By:</b> Darryn Williams	

### Sample Type: Aqueous

<b>Sample Name:</b>	LCS21177 - Junction Ocean Outfall - Annual 16-Mar-2021				
<b>Lab Number:</b>	2557839.1				

#### Individual Tests

pH	pH Units	8.8	-	-	-	-
Total Suspended Solids	g/m <sup>3</sup>	55	-	-	-	-
Total Nitrogen	g/m <sup>3</sup>	6.8	-	-	-	-
Total Ammoniacal-N	g/m <sup>3</sup>	1.02	-	-	-	-
Nitrate-N + Nitrite-N	g/m <sup>3</sup>	0.004	-	-	-	-
Total Kjeldahl Nitrogen (TKN)	g/m <sup>3</sup>	6.8	-	-	-	-
Dissolved Reactive Phosphorus	g/m <sup>3</sup>	3.0	-	-	-	-
Total Phosphorus	g/m <sup>3</sup>	4.5	-	-	-	-
Dissolved Total Biochemical Oxygen Demand (TBOD <sub>5</sub> )	g O <sub>2</sub> /m <sup>3</sup>	4	-	-	-	-
Total Biochemical Oxygen Demand (TBOD <sub>5</sub> )	g O <sub>2</sub> /m <sup>3</sup>	18	-	-	-	-
Enterococci	MPN / 100mL	178	-	-	-	-

#### Faecal Coliforms and E. coli profile

Faecal Coliforms	cfu / 100mL	90 #1	-	-	-	-
Escherichia coli	cfu / 100mL	80 #1	-	-	-	-

#### Organochlorine Pesticides Screening in Water, By Liq/Liq

Aldrin	g/m <sup>3</sup>	< 0.00010	-	-	-	-
alpha-BHC	g/m <sup>3</sup>	< 0.0002	-	-	-	-
beta-BHC	g/m <sup>3</sup>	< 0.0002	-	-	-	-
delta-BHC	g/m <sup>3</sup>	< 0.0002	-	-	-	-
gamma-BHC (Lindane)	g/m <sup>3</sup>	< 0.0002	-	-	-	-
cis-Chlordane	g/m <sup>3</sup>	< 0.00010	-	-	-	-
trans-Chlordane	g/m <sup>3</sup>	< 0.00010	-	-	-	-
2,4'-DDD	g/m <sup>3</sup>	< 0.0002	-	-	-	-
4,4'-DDD	g/m <sup>3</sup>	< 0.0002	-	-	-	-
2,4'-DDE	g/m <sup>3</sup>	< 0.0002	-	-	-	-
4,4'-DDE	g/m <sup>3</sup>	< 0.0002	-	-	-	-
2,4'-DDT	g/m <sup>3</sup>	< 0.0002	-	-	-	-
4,4'-DDT	g/m <sup>3</sup>	< 0.0002	-	-	-	-
Dieldrin	g/m <sup>3</sup>	< 0.00010	-	-	-	-
Endosulfan I	g/m <sup>3</sup>	< 0.0002	-	-	-	-
Endosulfan II	g/m <sup>3</sup>	< 0.0002	-	-	-	-
Endosulfan sulfate	g/m <sup>3</sup>	< 0.0002	-	-	-	-
Endrin	g/m <sup>3</sup>	< 0.00010	-	-	-	-
Endrin aldehyde	g/m <sup>3</sup>	< 0.00010	-	-	-	-
Endrin ketone	g/m <sup>3</sup>	< 0.0002	-	-	-	-



This Laboratory is accredited by International Accreditation New Zealand (IANZ), which represents New Zealand in the International Laboratory Accreditation Cooperation (ILAC). Through the ILAC Mutual Recognition Arrangement (ILAC-MRA) this accreditation is internationally recognised.

The tests reported herein have been performed in accordance with the terms of accreditation, with the exception of tests marked \* or any comments and interpretations, which are not accredited.

Sample Type: Aqueous						
<b>Sample Name:</b>	LCS21177 - Junction Ocean Outfall - Annual 16-Mar-2021					
<b>Lab Number:</b>	2557839.1					
Organochlorine Pesticides Screening in Water, By Liq/Liq						
Heptachlor	g/m <sup>3</sup>	< 0.00010	-	-	-	-
Heptachlor epoxide	g/m <sup>3</sup>	< 0.00010	-	-	-	-
Hexachlorobenzene	g/m <sup>3</sup>	< 0.0008	-	-	-	-
Methoxychlor	g/m <sup>3</sup>	< 0.00010	-	-	-	-
Polycyclic Aromatic Hydrocarbons Screening in Water, By Liq/Liq						
Acenaphthene	g/m <sup>3</sup>	< 0.0004	-	-	-	-
Acenaphthylene	g/m <sup>3</sup>	< 0.0004	-	-	-	-
Anthracene	g/m <sup>3</sup>	< 0.0004	-	-	-	-
Benzo[a]anthracene	g/m <sup>3</sup>	< 0.0004	-	-	-	-
Benzo[a]pyrene (BAP)	g/m <sup>3</sup>	< 0.0004	-	-	-	-
Benzo[b]fluoranthene + Benzo[j] fluoranthene	g/m <sup>3</sup>	< 0.0004	-	-	-	-
Benzo[g,h,i]perylene	g/m <sup>3</sup>	< 0.0004	-	-	-	-
Benzo[k]fluoranthene	g/m <sup>3</sup>	< 0.0004	-	-	-	-
Chrysene	g/m <sup>3</sup>	< 0.0004	-	-	-	-
Dibenzo[a,h]anthracene	g/m <sup>3</sup>	< 0.0004	-	-	-	-
Fluoranthene	g/m <sup>3</sup>	< 0.0004	-	-	-	-
Fluorene	g/m <sup>3</sup>	< 0.0004	-	-	-	-
Indeno(1,2,3-c,d)pyrene	g/m <sup>3</sup>	< 0.0004	-	-	-	-
Naphthalene	g/m <sup>3</sup>	< 0.002	-	-	-	-
Phenanthrene	g/m <sup>3</sup>	< 0.0004	-	-	-	-
Pyrene	g/m <sup>3</sup>	< 0.0004	-	-	-	-
Polychlorinated Biphenyls Screening in Water, By Liq/Liq						
PCB-18	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-28	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-31	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-44	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-49	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-52	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-60	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-77	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-81	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-86	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-101	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-105	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-110	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-114	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-118	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-121	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-123	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-126	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-128	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-138	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-141	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-149	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-151	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-153	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-156	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-157	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-159	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-167	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-169	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-170	g/m <sup>3</sup>	< 0.0004	-	-	-	-

Sample Type: Aqueous						
<b>Sample Name:</b>	LCS21177 - Junction Ocean Outfall - Annual 16-Mar-2021					
<b>Lab Number:</b>	2557839.1					
Polychlorinated Biphenyls Screening in Water, By Liq/Liq						
PCB-180	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-189	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-194	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-206	g/m <sup>3</sup>	< 0.0004	-	-	-	-
PCB-209	g/m <sup>3</sup>	< 0.0004	-	-	-	-
Total PCB (Sum of 35 congeners)	g/m <sup>3</sup>	< 0.014	-	-	-	-

### Analyst's Comments

#1 Statistically estimated count based on the theoretical countable range for the stated method.

## Summary of Methods

The following table(s) gives a brief description of the methods used to conduct the analyses for this job. The detection limits given below are those attainable in a relatively simple matrix. Detection limits may be higher for individual samples should insufficient sample be available, or if the matrix requires that dilutions be performed during analysis. A detection limit range indicates the lowest and highest detection limits in the associated suite of analytes. A full listing of compounds and detection limits are available from the laboratory upon request. Unless otherwise indicated, analyses were performed at Hill Laboratories, 28 Duke Street, Frankton, Hamilton 3204.

Sample Type: Aqueous			
Test	Method Description	Default Detection Limit	Sample No
Individual Tests			
Filtration, Glass Fibre for Soluble BOD	Sample filtration through glass fibre filter.	-	1
Filtration, Unpreserved	Sample filtration through 0.45µm membrane filter. Performed at Hill Laboratories - Chemistry; 101c Waterloo Road, Christchurch.	-	1
pH	pH meter. Analysed at Hill Laboratories - Chemistry; 101c Waterloo Road, Christchurch. APHA 4500-H* B 23 <sup>rd</sup> ed. 2017. Note: It is not possible to achieve the APHA Maximum Storage Recommendation for this test (15 min) when samples are analysed upon receipt at the laboratory, and not in the field. Samples and Standards are analysed at an equivalent laboratory temperature (typically 18 to 22 °C). Temperature compensation is used.	0.1 pH Units	1
Total Suspended Solids	Filtration using Whatman 934 AH, Advantec GC-50 or equivalent filters (nominal pore size 1.2 - 1.5µm), gravimetric determination. Analysed at Hill Laboratories - Chemistry; 101c Waterloo Road, Christchurch. APHA 2540 D (modified) 23 <sup>rd</sup> ed. 2017.	3 g/m <sup>3</sup>	1
Total Nitrogen	Calculation: TKN + Nitrate-N + Nitrite-N. Please note: The Default Detection Limit of 0.05 g/m <sup>3</sup> is only attainable when the TKN has been determined using a trace method utilising duplicate analyses. In cases where the Detection Limit for TKN is 0.10 g/m <sup>3</sup> , the Default Detection Limit for Total Nitrogen will be 0.11 g/m <sup>3</sup> . In-house calculation.	0.05 g/m <sup>3</sup>	1
Total Ammoniacal-N	Filtered Sample from Christchurch. Phenol/hypochlorite colourimetry. Flow injection analyser. (NH <sub>4</sub> -N = NH <sub>4</sub> <sup>+</sup> -N + NH <sub>3</sub> -N). APHA 4500-NH <sub>3</sub> H (modified) 23 <sup>rd</sup> ed. 2017.	0.010 g/m <sup>3</sup>	1
Nitrate-N + Nitrite-N	Filtered sample from Christchurch. Total oxidised nitrogen. Automated cadmium reduction, flow injection analyser. APHA 4500-NO <sub>3</sub> I (modified) 23 <sup>rd</sup> ed. 2017.	0.002 g/m <sup>3</sup>	1
Total Kjeldahl Nitrogen (TKN)	Total Kjeldahl digestion, phenol/hypochlorite colorimetry. Discrete Analyser. APHA 4500-N <sub>org</sub> D (modified) 4500 NH <sub>3</sub> F (modified) 23 <sup>rd</sup> ed. 2017.	0.10 g/m <sup>3</sup>	1
Dissolved Reactive Phosphorus	Filtered sample from Christchurch. Molybdenum blue colourimetry. Flow injection analyser. APHA 4500-P G (modified) 23 <sup>rd</sup> ed. 2017.	0.004 g/m <sup>3</sup>	1
Total Phosphorus	Total phosphorus digestion, automated ascorbic acid colorimetry. Flow Injection Analyser. APHA 4500-P H 23 <sup>rd</sup> ed. 2017.	0.002 g/m <sup>3</sup>	1
Dissolved Total Biochemical Oxygen Demand (TBOD <sub>5</sub> )	Filtered sample (1.2µm glass fibre filter), Incubation 5 days, DO meter, no nitrification inhibitor added, seeded. Analysed at Hill Laboratories - Chemistry; 101c Waterloo Road, Christchurch. APHA 5210 B (modified) 23 <sup>rd</sup> ed. 2017.	2 g O <sub>2</sub> /m <sup>3</sup>	1
Total Biochemical Oxygen Demand (TBOD <sub>5</sub> )	Incubation 5 days, DO meter, no nitrification inhibitor added, seeded. Analysed at Hill Laboratories - Chemistry; 101c Waterloo Road, Christchurch. APHA 5210 B (modified) 23 <sup>rd</sup> ed. 2017.	2 g O <sub>2</sub> /m <sup>3</sup>	1

Sample Type: Aqueous			
Test	Method Description	Default Detection Limit	Sample No
Enterococci	MPN count using Enterolert, Incubated at 41°C for 24 hours. Analysed at Hill Laboratories - Microbiology; 101c Waterloo Road, Hornby, Christchurch. MIMM 12.4, APHA 9230 D 23 <sup>rd</sup> ed. 2017.	1 MPN / 100mL	1
Organochlorine Pesticides Screening in Water, By Liq/Liq	Liquid / liquid extraction, GC-ECD analysis. In-house based on US EPA 8081.	0.00010 - 0.0008 g/m <sup>3</sup>	1
Polycyclic Aromatic Hydrocarbons Screening in Water, By Liq/Liq	Liquid / liquid extraction, GC-MS analysis. In-house based on US EPA 8270.	0.00010 - 0.0005 g/m <sup>3</sup>	1
Polychlorinated Biphenyls Screening in Water, By Liq/Liq	Liquid / liquid extraction, GC-MS analysis. In-house based on US EPA 8270.	0.00010 - 0.005 g/m <sup>3</sup>	1
Faecal Coliforms and E. coli profile			
Faecal Coliforms	Membrane Filtration, Count on mFC agar, Incubated at 44.5°C for 22 hours, Confirmation Analysed at Hill Laboratories - Microbiology; 101c Waterloo Road, Hornby, Christchurch. APHA 9222 D 23 <sup>rd</sup> ed. 2017.	1 cfu / 100mL	1
Escherichia coli	Membrane filtration, Count on mFC agar, Incubated at 44.5°C for 22 hours, Confirmation Analysed at Hill Laboratories - Microbiology; 101c Waterloo Road, Hornby, Christchurch. APHA 9222 I 23 <sup>rd</sup> ed. 2017.	1 cfu / 100mL	1

These samples were collected by yourselves (or your agent) and analysed as received at the laboratory.

Testing was completed between 17-Mar-2021 and 23-Mar-2021. For completion dates of individual analyses please contact the laboratory.

Samples are held at the laboratory after reporting for a length of time based on the stability of the samples and analytes being tested (considering any preservation used), and the storage space available. Once the storage period is completed, the samples are discarded unless otherwise agreed with the customer. Extended storage times may incur additional charges.

This certificate of analysis must not be reproduced, except in full, without the written consent of the signatory.

Graham Corban MSc Tech (Hons)  
Client Services Manager - Environmental



**Hill Laboratories**  
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## Certificate of Analysis

Page 1 of 1

<b>Client:</b> Waimakariri District Council	<b>Lab No:</b> 2572065	SPV1
<b>Contact:</b> Darryn Williams	<b>Date Received:</b> 30-Mar-2021	
C/- Waimakariri District Council	<b>Date Reported:</b> 06-Apr-2021	
Private Bag 1005	<b>Quote No:</b> 53943	
Rangiora 7440	<b>Order No:</b>	
	<b>Client Reference:</b> Consent: CRC041162.2	
	<b>Submitted By:</b> Darryn Williams	

### Sample Type: Aqueous

<b>Sample Name:</b> LCS21177 - Junction Ocean Outfall - Annual					
<b>Lab Number:</b> 2572065.1					
Campylobacter per 500mL	<b>Detected</b>	-	-	-	-
Salmonella per 500mL	Not Detected	-	-	-	-

## Summary of Methods

The following table(s) gives a brief description of the methods used to conduct the analyses for this job. The detection limits given below are those attainable in a relatively simple matrix. Detection limits may be higher for individual samples should insufficient sample be available, or if the matrix requires that dilutions be performed during analysis. A detection limit range indicates the lowest and highest detection limits in the associated suite of analytes. A full listing of compounds and detection limits are available from the laboratory upon request. Unless otherwise indicated, analyses were performed at Hill Laboratories, 28 Duke Street, Frankton, Hamilton 3204.

### Sample Type: Aqueous

Test	Method Description	Default Detection Limit	Sample No
Campylobacter	Presence / Absence. Bolton broth, CCDA agar. Latex confirmation. Analysed at Hill Laboratories - Microbiology, 101c Waterloo Road, Hornby, Christchurch. APHA 30 5 <sup>th</sup> Ed.	-	1
Salmonella	Detection of Salmonella by qualitative real-time PCR. In-house method. Analysis performed at Hill Laboratories - Microbiology, 101C Waterloo Road, Christchurch.	-	1

These samples were collected by yourselves (or your agent) and analysed as received at the laboratory.

Testing was completed between 01-Apr-2021 and 06-Apr-2021. For completion dates of individual analyses please contact the laboratory.

Samples are held at the laboratory after reporting for a length of time based on the stability of the samples and analytes being tested (considering any preservation used), and the storage space available. Once the storage period is completed, the samples are discarded unless otherwise agreed with the customer. Extended storage times may incur additional charges.

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Carla Cuba Bejarano GDipAppSc

Laboratory Technician - Microbiology

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR INFORMATION**

**FILE NO and TRIM NO:** DRA-16-03 / 210909144676

**REPORT TO:** UTILITIES AND ROADING

**DATE OF MEETING:** 21 September 2021

**AUTHOR(S):** Caroline Fahey, Water Operations Team Leader  
Kalley Simpson, 3 Waters Manager

**SUBJECT:** May 2021 Flood Event - Update on Service Requests

**ENDORSED BY:**

(for Reports to Council, Committees or Boards)	Department Manager	Chief Executive
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**1. SUMMARY**

- 1.1 The purpose of this report is to update the Utilities & Roading Committee on the status of the drainage service requests received during or following the significant rainfall event that occurred over the weekend of 29<sup>th</sup> to 31<sup>st</sup> May 2021 and the following smaller event on 20<sup>th</sup> June 2021.
- 1.2 A total of 269 drainage service requests were received related to the rainfall events. All service requests have been responded to although some require further follow-up maintenance or investigation work as set out in this report.
- 1.3 The focus of this report is on the follow-up work required to address service requests that were lodged but not part of the response and emergency work undertaken which is covered in other reports (refer 210625103046 and 210817135255).

**2. RECOMMENDATION**

**THAT** the Utilities & Roading Committee:

- (a) **Receives** report No. 210909144676.
- (b) **Notes** that 269 drainage service requests were received related to the significant rainfall event in May 2021 and following smaller event in June 2021, which have all been responded to although some require further maintenance or investigation work.
- (c) **Notes** that there are currently 13 drainage assessments identified as set out in section 4.3 and this is likely to increase as the service requests are worked through.
- (d) **Notes** that a webpage has been setup on the Council's website to provide updates on the status of drainage works underway.
- (e) **Notes** that if further budgets are required for any capital works identified as part of the drainage assessment work, that these will be sought as part of the 2022/23 Annual Plan process.
- (f) **Circulates** this report to the Council for information.

### 3. **BACKGROUND**

- 3.1 The flood event that occurred over the weekend of 29<sup>th</sup> to 31<sup>st</sup> May 2021 was a significant rainfall event over a three-day period which resulted in damage to Council's infrastructure assets as outlined in the report presented to Council in July 2021 (refer 210625103046). A smaller scale rainfall event followed on 20<sup>th</sup> June 2021.
- 3.2 The rainfall was higher in the western parts of the district (refer Table 1 below) and was a longer duration event which had more of an impact on river flows, and infrastructure next to rivers, rather than our urban systems.

*Table 1 – Rainfall Depths 29<sup>th</sup>-31<sup>st</sup> May 2021*

<b>Rainfall Totals</b>				
	<b>29 May (mm)</b>	<b>30 May (mm)</b>	<b>31 May (mm)</b>	<b>Total (mm)</b>
<b>Oxford</b>	6	122.8	37.8	227.6
<b>Rangiora</b>	44.8	99.8	31.4	176
<b>Mandeville</b>	37	72.4	19.4	128.8
<b>Kaiapoi</b>	29.8	78.2	22.6	130.6
<b>Woodend</b>	36	71.2	34.8	142
<b>Summerhill</b>	54.5	105.2	30.8	190.6

- 3.3 The highest rainfall quantities in the Waimakariri District were recorded around the foothills of Oxford and Okuku, with coastal areas showing lower-level rainfall levels. Coastal areas however were affected by swollen river levels and high tides, causing backflow of flood water into lower lying areas.

### 4. **ISSUES AND OPTIONS**

- 4.1. A total of 269 drainage service requests were received related to the rainfall events. Typically Council receives about 800 drainage related services requests a year, so the 269 service requests equates to approximately one third of a year's requests received over a short period of time. This has created backlog that has to be worked through.
- 4.2. The 269 service requests have been classified into one of the following categories:
- 4.2.1. **Maintenance Undertaken (21)** – This relates to either clearing a blockage or maintaining a drain. This may have been undertaken during the event (e.g., typically clearing of blocked sumps) or over the following weeks post event (e.g., programmed drain maintenance).
- 4.2.2. **Maintenance Proposed (120)** – This relates to areas that require more assessment to confirm no maintenance is required or areas where more substantial maintenance works is required (e.g., cleaning of Mounsey Stream), which will require more planning.
- 4.2.3. **Signs Erected (12)** – This relates to requests where the only works requested or undertaken was to erect flooding signs.
- 4.2.4. **Advice Provided (19)** – This relates to either advice being provided on a private drainage issue or the status of our system (e.g., confirming that the water race system had been shut down).
- 4.2.5. **Drainage Assessment (80)** – This relates to service requests where further investigation and assessment is required to determine if there is an underlying issue with the drainage system. These areas are discussed further below.

4.2.6. **Roading Investigation (15)** – This relates to service requests where water is running off the road onto private property or roading infrastructure may not be operating adequately (e.g., soak pits).

4.2.7. **Subdivision related (2)** – This relates to drainage issues in development areas that are more to do with compliance (e.g.: erosion and sediment control).

4.3. It is noted that all 269 service requests have been responded to or acknowledged and closed off.

#### **Drainage Assessments**

4.4. The following areas have already been identified for further investigation. It is noted additional localised areas will be added to the list as the service requests are worked through.

##### Kaiapoi

- Kiln Place – Blue Skies Pipeline Investigation (Complete)
- Kaikanui Stream – Capacity Assessment (Underway)
- Cridland Street West – Pipeline condition and capacity assessment

##### Waikuku Beach

- Waikuku Beach Campground – Extension of stopbank (Complete led by Environment Canterbury)
- Swindells Road – Pipeline condition and capacity assessment (Underway)
- Collins Drive – Flaggate upgrade
- Waikuku Beach Road – Flooding assessment
- Kiwi Ave Reserve – Pipeline condition and capacity assessment

##### Oxford

- Church Street / Burnett Street – Drain capacity assessment
- Pearsons Drain (Bay Road & Burnett Street) – Drain capacity review
- Burnett Street – Strategy development
- High Street / Church Street – Drainage assessment (Underway)
- Weka Street – Drainage upgrades (Underway)

4.5. The above assessment work is being undertaken by 3 Waters and PDU staff with support from Stantec who have a resource seconded into the Water Operations Team 2 days a week for this work. It is expected that it will take until the end of November to address the backlog of service requests.

#### **Implications for Community Wellbeing**

Some of the locations of flooding have had flooding in the past and some residents have had to make insurance claims for flood related damage. This has a potential implication on community wellbeing for these residents.

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

## **5. COMMUNITY VIEWS**

### **5.1. Mana whenua**

Te Ngāi Tūāhuriri hapū are not likely to be directly affected by this work. However they will have an interest in any future proposed works that may have an impact on waterways and rivers. Staff will update the Runanga at the executive meetings and where relevant on specific projects engage with MKT.

### **5.2. Groups and Organisations**

There are some drainage related issues that also relate to water races and irrigation races. Where this is the case staff are coordinating with Waimakariri Irrigation Limited.



### 5.3. **Wider Community**

A community meeting was held with the residents of Kiln Place the 11 June 2021 and a community meeting was held for Waikuku Beach residents on 6 July 2021.

A dedicated webpage has been set up, refer:

<https://www.waimakariri.govt.nz/services/water-services/stormwater/drainage-works>

## 6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

### 6.1. **Financial Implications**

The costs associated with this investigation work will be charged to existing Drainage asset management and operations budgets. Any physical inspection work such as pipe maintenance and CCTV inspection work will be charged to the maintenance budget for the relevant Drainage scheme.

If further budgets are required for any capital works identified as part of the drainage assessment work, that these will be sought as part of the 2022/23 Annual Plan process.

### 6.2. **Sustainability and Climate Change Impacts**

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

### 6.3 **Risk Management**

There are no additional risks arising from the adoption/implementation of the recommendations in this report. The improvements implemented as a result of the drainage assessment identified will reduce the overall risk profile to Council and the community.

#### **Health and Safety**

The health and safety risks associated with undertaking this investigation work will be managed by standard Council processes.

## 7. **CONTEXT**

### 7.1. **Consistency with Policy**

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

### 7.2. **Authorising Legislation**

The Local Government Act 2002 sets out the power and responsibility of local authorities, including the Council's role in providing drainage services.

### 7.3. **Consistency with Community Outcomes**

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

- *There is a safe environment for all*
- *Core utility services are provided in a timely and sustainable manner*

### 7.4. **Authorising Delegations**

The Utilities and Rooding Committee is responsible for activities related to Stormwater drainage.

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR INFORMATION**

**FILE NO:** GOV-18 / 210929157054  
**REPORT TO:** Council  
**DATE OF MEETING:** 7 September 2021  
**FROM:** Dan Gordon, Mayor  
**SUBJECT:** Mayor's Diary Wednesday 1 – Tuesday 28 September 2021

**1. SUMMARY**

Attend regular meetings with the Chief Executive, Management Team and staff.

Wednesday 1 September	<i>Covid Alert Level 4: All meetings and workshops conducted via MS Teams or Zoom</i> <b>Meetings:</b> Daily Covid Management Team video conference; with Chief Executive, Management Team and staff re Three Waters Reform; Waitaha Primary Health Board
Thursday 2 September	<b>Meetings:</b> Daily Covid Management Team video conference; with real estate agents re Effluent Spreading Setbacks; Bi-annual catch-up with Council's Civil Defence and Emergency Management staff; with staff re land proposal; LGNZ update on Three Waters Reform. <b>Observed:</b> LGNZ submission to the Parliamentary Environment Select Committee on the Natural and Built Environments Bill; Canterbury Mayoral Forum submission to that same Select Committee.
Friday 3 September	<b>Meetings:</b> Daily Covid Management Team video conference; Rangiora Service Centre Refurbishment Project Control Group; by phone with Unit Commander No 88 Squadron Air Training Corps re proposed Charter Parade; LGNZ Webinar re Three Waters Reform; with Councillors re Three Waters Reform.
Monday 6 September	<b>Meetings:</b> Management Team; President of LGNZ; ACT Local Government Spokesperson Simon Court MP re Three Water Reforms; Community Board Chairs and Deputy Chairs; All Boards' Briefing
Tuesday 7 September	<b>Interview:</b> Compass FM <b>Meetings:</b> Daily Covid Management Team video conference; pre-Council catch-up; Council
Wednesday 8 September	<i>Covid Alert Level 2</i> <b>Meetings:</b> With staff re National Land Transport Programme; Three Waters Reform Reference Group; All Boards Briefing.

Thursday 9 September	Interview: David Hill, North Canterbury News Workshop: with Environment Canterbury on Rivers Work Programme post-floods
Friday 10 September	Meetings: Greater Christchurch Partnership sub-group; Greater Christchurch Partnership Committee; with staff for pre-Council briefing on Three Waters.
Saturday 11 September	Attended: Woodend Bowling Club season opening
Monday 13 September	Meetings: Management Team; with staff re District Plan Review implementation Workshop: Regional Transport Committee
Tuesday 14 September	Interview: Compass FM Meetings: with Councillors Ward, and Barnett; phone call with Chief Executive of Advertising Standards Authority; with staff re District Plan Review; Council Briefing.
Wednesday 15 September	Meetings: with staff re National Land Transport Programme (NLTP); with Council staff and James Caygill, Director Regional Relationships Waka Kotahi re the NLTP. Both meetings included Councillor Williams.
Thursday 16 September	Meetings: With Council's Manager Planning and Regulation; with Council's Recovery Manager re preparation for Keynote Address to Faculty of Law Conference; with Councillors and staff re Public Transport Fare Policy Review; with representative of Northbrook Body Corporate re waste management services; LGNZ Three Waters update; Discussion with Mayors and interested parties re proposed Future for Local Government reforms.
Friday 17 September	Meetings: with Council staff and representative of Northbrook Body Corporate re waste management services
Saturday 18 September	Participated in Honda Forest Community Planting Day Attended: Rangiora Croquet Club Opening day and ran the first hoop
Monday 20 September	Meetings: Management Team; pre-briefing with staff prior to Ngāi Tahu workshop Workshop: Progressing the Takiwā Approach to Three Waters, hosted by Ngāi Tahu
Tuesday 21 September	Interview: Compass FM Meetings: De-brief to Council on May flood matters; Audit and Risk Committee; Utilities and Roading Committee Attended: AGM of Citizens' Advice Bureau
Wednesday 22 September	Meetings: Roading and Transport Portfolio Holders and staff; with staff re concerns raised by Rangiora Croquet Club; 2022-2023 Annual Plan Project Control Group; All Boards' Briefing on the District Plan
Thursday 23 September	Meetings: with representatives of the Pegasus Community Centre; with Mayor Sam Broughton

Friday 24 September	Meetings: with Deputy Mayor Atkinson and Councillors Doody, Redmond and Williams re report to Council on Three Waters Reform decision; Southbrook Road Improvement Working Group; with ratepayer re rates
Monday 27 September	Meetings: with representatives of Rangiora Airfield operators; with staff re construction of stormwater pumping station; Management Team; briefing of Canterbury Mayoral Forum prior to meeting with Minister Mahuta on proposed Three Waters Reforms; Canterbury Mayoral Forum with Minister Mahuta. Attended: District Plan Review 'Talk to a Planner' Session; AGM of Rangiora Brass Band
Tuesday 28 September	Interview: Compass FM Meetings: with staff re District Plan Review 'e-Plan'; with staff and external in preparation for Keynote Address to Faculty of Law Conference; Extraordinary Meeting of Council for Three Waters Reform decision; Youth Council

**THAT** the Council:

a) **Receives** report N°. 210929157054



Dan Gordon  
**MAYOR**