

## WAIMAKARIRI DISTRICT COUNCIL

### MINUTES OF THE MEETING OF THE DISTRICT PLANNING AND REGULATION COMMITTEE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON TUESDAY, 20 MAY 2025, AT 3.30 PM.

#### PRESENT

Mayor Gordon, Councillors T Fulton (Chairperson), A Blackie, B Cairns and J Goldsworthy.

#### IN ATTENDANCE

Councillor N Mealings.

K LaValley (General Manager Planning, Regulation and Environment), M Bacon (Development Planning Manager), I Carstens (Team Leader Resource Consents) and A Connor (Governance Support Officer).

#### **1** APOLOGIES

Moved: Councillor Cairns

Seconded: Councillor Goldsworthy

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

- (a) **Receives and sustains** an apology for leave of absence from Deputy Mayor Atkinson.

**CARRIED**

#### **2** CONFLICTS OF INTEREST

There were no conflicts of interest declared.

#### **3** CONFIRMATION OF MINUTES

##### **3.1** Minutes of the meeting of the District Planning and Regulation Committee held on Tuesday, 15 April 2025

Moved: Councillor Cairns

Seconded: Councillor Fulton

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

- (a) **Confirms** the circulated Minutes of the meeting of the District Planning and Regulation Committee, held on 15 April 2025, as a true and accurate record.

**CARRIED**

##### **3.2** Matters arising (From Minutes)

There were no matters arising from the minutes.

#### **4** DEPUTATIONS

Nil.

## 5 **REPORTS**

### 5.1 **Application to the Heritage Fund – Recommendation of Staff – G Maxwell (Business and Project Advisor) and I Carstens (Team Leader Resource Consents)**

*Councillor Fulton noted he was the Chair of a Community Group interested in applying to this fund however did not have a conflict of interest.*

I Carstens took the report as read and highlighted that the application was for exterior painting for the Kerr House, a category two listed historical building. It was built in 1866 and was relocated from Victoria Street to Ivory Street in Rangiora. The owners reported that the house was severely run down and had not been painted for over 20 years. Staff recommended that the Council pay 50% of the quoted paint works, which was considered fair and reasonable. The Heritage Fund had accumulated a total of \$46,337. The Council added \$15,500 to the Heritage Fund annually, with the following funding provision being made on 1 July 2025.

Councillor Fulton asked whether there was any indication that the owners would also apply for funding for other maintenance projects due to the building's run-down state. I Carstens noted that the owners had not indicated any further work to be done on the building at this stage, except for the painting, which they hoped to have completed before winter. However, it was possible they would look at further changes in the future.

Mayor Gordon questioned whether the Council typically granted 50% of the quote and whether it could consider granting a higher amount. I Carstens confirmed that the Council generally only funded 50% of the costs as a starting point. Staff had considered recommending a higher percentage due to the low cost; however, they had to consider what was fair and reasonable to previous and future applicants.

Mayor Gordon then sought clarification on whether the full amount had ever been granted before. I Carstens noted he was unaware of any occasions where funding had been granted for the full cost of a project.

Following a further question from Mayor Gordon, I Carstens stated he was unaware of any advertising for the Heritage Fund; however, staff could consider options to increase uptake.

Mayor Gordon inquired about the landmark plaques for historical buildings. I, Carstens, explained that the Waimakariri Landmark Committee met regularly to discuss possible historical buildings which qualified for plaques. They were also currently looking at lower-cost options, as the bronze plaques were very costly to make. The hope was that if the plaques were more economical to produce, more could be installed.

Councillor Cairns questioned how many heritage-listed buildings there were in the Waimakariri District. I Carstens undertook to supply the information to the Committee.

Councillor Cairns further asked if there was a maximum amount that could be granted per application. I Carstens noted there was no restriction on how many times an applicant could apply for one building; however, when staff assessed applications, they considered previous funding received. Given the amount requested was low, the owners could likely apply again.

Moved: Mayor Gordon

Seconded: Councillor Cairns

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

(a) **Receives** Report No. 250507079995.

- (b) **Approves** from the Heritage Fund \$3,533.58 for the application received from M and P Horton for the listed Heritage Cottage H058.
- (c) **Notes** that the accumulated amount available in the Heritage Fund is currently \$46,337.

**CARRIED**

Mayor Gordon understood why staff recommended funding 50% of the quote; however, the cost was such that funding the discounted quote to achieve a better outcome seemed to be a better option. He endorsed approaching heritage building owners to make them aware of the availability of the Heritage Fund. He suggested the Council had been generous in this instance and would not want to consider another application for this property again soon.

Councillor Cairns felt this was an excellent price to paint a building's exterior and, therefore, supported the motion.

Councillor Fulton also supported the motion, noting it would be sad if this historic building were lost due to poor maintenance.

Councillor Blackie observed that several applications were received in the past as the availability of the Heritage Funding was promoted. He, therefore, felt it would be beneficial to communicate the funds to the owners of historic buildings. He also supported the motion.

Councillor Mealings noted that the District Plan included all heritage-listed buildings and suggested targeted communication to promote the Heritage Fund.

## **6 CORRESPONDENCE**

Nil.

## **7 PORTFOLIO UPDATES**

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

- District Plan - A meeting plan, including briefings for elected members, was in place.
- Solar Farms:
  - A solar farm was consented on Tram Road near Swannanoa School.
  - An applicant in Eyreton was seeking further information.
- Heritage:
  - Rail signs for Swannanoa and Mandeville North were funded from the Oxford-Ohoka Community Board Landscaping Budget and built with the assistance of the Oxford Menz Shed.
  - Progress was being made on the West Eyreton Heritage Display. The structure was built, and the text and illustration design were being reviewed. It would be located in the Oak Reserve opposite West Eyreton Hall.
  - Bernard Kingsbury at the Cust Museum had expressed interest in a similar display at Bennetts on the Council reserve.

- Woodstock Quarries - A decision was made on the proposed mediation for the Woodstock Quarry application. It was jointly submitted to the Courts with Environment Canterbury and the Oxford-Ohoka Community Board, which did not wish to enter mediation. A date was in place for an Environment Court Hearing in November 2025.
- Advocating for the Rangiora Museum while dealing with a blown fuse and maintenance constraints.
- The Wolffs Road Footbridge Society Inc. has now had several meetings, including one with Greenspace staff to prepare a Memorandum of Understanding between the Council and the society. The Council's administrative support and advice were much appreciated.

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

- Met with the new Building Unit Manager, who had many years of experience in Building Control.
- Met with staff regarding the clarity of the enforcement process. A new direction was currently being implemented.
- Service requests related to parking have declined over the past three months.  
Councillor Cairns questioned the process for rescinding parking/vehicle fines. Councillor Goldsworthy explained that people had to write to the Council, where the Environmental Services Manager would assess the information provided. The decision could be appealed to the General Manager of Planning, Regulation, and Environment if needed. The matrix used to determine what would be accepted to rescind was clear.
- Civil Defence Community Hubs continued to open, with Woodend and Oxford being the most recent.
- Hikurangi Road Show had started in the Waimakariri District, and funding from Council was towards staff time, hall hire and refreshments.  
Councillor Cairns asked if a date had been set for a Civil Defence meeting in Waikuku Beach. Councillor Goldsworthy stated that staff are looking into possible dates and locations.
- Staff did an excellent job at the Emergency Operation Centre (EOC) during the recent rain event. The event generated 140 service requests, which are being worked through.

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

- Pegasus Residents Group Inc:
  - Asked if a Hikurangi public information meeting could be held in Pegasus.
  - Hosting a Matariki event at the Pegasus School and an evening walk through the wetland, starting with a talk from Joseph Hullen.
  - They would be holding their Annual General Meeting on 16 July 2025, where they were hoping to ask Mike Kwant to discuss the Northern Pegasus Bay Bylaw.
  - They expressed concern regarding the difficulty in filling out Enterprise North Canterbury funding applications.
  - They were looking to host a fund-raising golf tournament in October 2025.
  - They were planning to hold candidate meetings for the Local Elections.
- Oxford Promotions Action Committee:
  - Hosting a Matariki Winter Lights Event from 8 June to 22 June 2025.
  - Enterprise North Canterbury attended a recent meeting to see how it could assist with economic development.
  - They were paying for Oxford's street flags. This could be addressed through a small rate paid for by local businesses or something similar.

- Waiora Links:
  - The group was continuing to hold successful and well-attended monthly meetings.
  - Held a pink ribbon event, which was sold out.
- Kaiapoi Promotions Association:
  - Considering hosting a Light-up Christmas Tree event on the night before the Christmas carnival, aiming to lift visitor numbers to the town. This would require businesses to be open late.
  - Interested in hosting a Women in Business event on 25 July 2025.
  - The monthly Connection Events struggled to have enough attendees to make them worthwhile.
  - Kai July would be moved to August to avoid conflict with Pie July, which Enterprise North Canterbury would run.
  - The Annual General Meeting would be held on 18 July 2025.
- Silverstream Residents:
  - Hosting regular events in local eateries to aid in supporting local.
  - At their recent duck race, the option was to have stallholders who would have paid fees to attend a well-run, popular event. The organisers turned that opportunity down to ensure local businesses received the trade rather than pop-up vendors.
- Last Wednesday Club in Rangiora had good attendance at the monthly events, and a recent initiative involved having a small number of businesses bring their products and talk about them.
- The Kaiapoi Chemist Warehouse building should be finished in September 2025 and handed over for fit-out. It could be opened by Christmas.

## 8 **QUESTIONS UNDER STANDING ORDERS**

Nil.

## 9 **URGENT GENERAL BUSINESS**

Nil

## **NEXT MEETING**

The next meeting of the District Planning and Regulation Committee would be held on 15 July 2025

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 4.00PM.

**CONFIRMED**

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Councillor T Fulton

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Date