

# Waimakariri District Council

# Agenda

Tuesday 4 April 2023

1.00pm

Council Chambers

215 High Street

Rangiora

**Members:**

Mayor Dan Gordon

Cr Neville Atkinson

Cr Al Blackie

Cr Robbie Brine

Cr Brent Cairns

Cr Tim Fulton

Cr Jason Goldsworthy

Cr Niki Mealings

Cr Philip Redmond

Cr Joan Ward

Cr Paul Williams

## **AGENDA CONTENTS – COUNCIL MEETING 4 APRIL 2023**

<b><u>Item Number</u></b>	<b><u>Item Topic</u></b>	<b><u>Pages</u></b>
4.1	Confirmation of Minutes – 7 March 2023	11 – 29
4.2	Confirmation of Minutes – 14 March 2023	30 - 35
<b>Staff Reports</b>		
7.1	Delegations to District Plan Review Hearings Panel and IHP	36 – 40
7.2	Private Plan Change 30 Ravenswood Ltd Resolution of Appeal	41 – 88
7.3	Council Funding for Transport Choices Package of Projects	89 - 93
7.4	Waimakariri District Council Growth Projects for LTP 2024 - 2034	94 - 120
7.5	ANZAC Day Services	121 - 124
<b>Matters Referred from Committee and Community Boards</b>		
8.1	Smith Street Kaiapoi Approval to reduce Speed Limit to 50km/h	125 - 139
8.2	Flood Mapping Freeboard and Floor Level Tech Practice Note	140 - 212
<b>Health and Safety report</b>		
9.1	Health, Safety and Wellbeing Report March 2023	213 - 224
<b>Minutes for Information</b>		
10.1	Minutes for information – C&R Cttee 21 February	225 - 235
10.2	Minutes for information – A&R Cttee 14 March	236 - 243
11.1	Minutes for information – Oxford-Ohoka CB 7 March meeting	244 - 254
11.2	Minutes for information – Rangiora-Ashley CB 8 March meeting	255 - 267
11.3	Minutes for information – Woodend-Sefton CB 13 March meeting	268 - 279
<b>Mayors Diary</b>		
12.1	Mayors Diary 1 March – 27 March 2023	280 - 282

The Mayor and Councillors

**WAIMAKARIRI DISTRICT COUNCIL**

A meeting of the **WAIMAKARIRI DISTRICT COUNCIL** will be held in THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, on **TUESDAY 4 APRIL 2023 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**

3.1 Mel Selwood – Rangiora Borough Councillor 1983 - 1986

3.2 Kerin Brown – Kaiapoi Park Trustee, Kaiapoi Rugby Football Club.

**4. CONFIRMATION OF MINUTES**

**4.1 Minutes of a meeting of the Waimakariri District Council held on Tuesday 7 March 2023**

11 - 29

*RECOMMENDATION*

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of the meeting of the Waimakariri District Council meeting held on Tuesday 7 March 2023.

**4.2 Minutes of an extraordinary meeting of the Waimakariri District Council held on Tuesday 14 March 2023**

30 - 35

*RECOMMENDATION*

**THAT** the Council:

- (b) **Confirms**, as a true and correct record, the circulated Minutes of the extraordinary meeting of the Waimakariri District Council meeting held on Tuesday 14 March 2023.

**MATTERS ARISING (FROM MINUTES)**

## 5. DEPUTATIONS AND PRESENTATIONS

- 5.1 Update from the North Canterbury Citizens Advice Bureau - Theresa Evans (Coordinator) and Jacqui Wrigley (Chairperson).

## 6. ADJOURNED BUSINESS

Nil.

## 7. REPORTS

- 7.1 Delegations to District Plan Review Hearings Panel and Independent Hearing Panel - M Bacon (Development Planning Manager)

36 - 40

### *RECOMMENDATION*

**THAT** the Council:

- (a) **Receives** Report No. 230317037446
- (b) **Appoints** Commissioners Gina Sweetman (Chair), Gary Rae, Alan Cubitt and Megan McKay to an Independent Hearings Panel in respect of Variation 1 to the Waimakariri District plan.
- (c) **Delegates** to the District Plan Review Panel Commissioners Gina Sweetman (Chair), Gary Rae, Alan Cubitt, Megan McKay and Crs Mealings and Atkinson all the functions, powers, and duties necessary to hear submissions and make recommendations to the Council on provisions of the proposed Waimakariri District Plan, including Variation 2 (Financial Contributions). This delegation includes retrospectively confirming the exercise of the District Plan Review Panel Commissioner's functions, powers and duties to confirm intended hearing procedures and issue Minute 1.
- (d) **Delegates** to the Independent Hearings Panel (IHP) (Gina Sweetman (Chair), Gary Rae, Alan Cubitt, Megan McKay) all the functions, powers and duties necessary to hear submissions and make recommendations to Council on Variation 1 (Housing Intensification).
- (e) **Notes** that in respect of delegation (c), the DPR review panel will make recommendations to the Council, who must make a decision on the provisions and matters raised in submissions.
- (f) **Notes** that in respect of delegation (d), the Council must decide whether to accept or reject each recommendation of the IHP and may provide an alternative recommendation for any recommendation that the Council rejects. Where the Council does not accept any of the IHP's recommendations, the matter must be referred to the Minister for the Environment for final decisions.

7.2 **Private Plan Change 30 Ravenswood Development Ltd Resolution of Appeal and Approval of Plan Change** – M Bacon (Development Planning Manager)

41 - 88

*RECOMMENDATION*

**THAT** the Council:

- (a) **Receives** report No. 230323040892.
- (b) **Approves** Proposed Plan Change PC30 to the operative district plan as set out in Appendix 1 of the Environment Court consent order decision on the appeal from Ravenswood Developments Ltd.
- (c) **Directs** That staff amend the operative Waimakariri District Plan by inserting the provisions that form part of the Environment Court consent order decision on the appeal from Ravenswood Developments Ltd in respect of private plan change PC30.
- (d) **Circulates** this report to the Woodend/Sefton Community Board for their information.

7.3 **Council Funding for Transport Choices Package of Projects** – J McBride (Roading and Transport Manager)

89 - 93

*RECOMMENDATION*

**THAT** the Council:

- (a) **Receives** Report No. 230322039620.
- (b) **Approves** expenditure on planning / design aspects of the Transport Choices Walking and Cycling projects of \$615,000 in 2022/23 to be carried forward into 2023/24; noting that the actual physical works will be carried out in 2023/24.
- (c) **Notes** that this balance requires the Transport Choices Funding requested in the draft 2023/24 Annual plan be approved.
- (d) **Notes** that Funding Criteria for Transport Choices has to be met and gateway signoff from Waka Kotahi is required to release the next stage of funding for these projects.
- (e) **Notes** that the expenditure will be carried into the 2023/24 when budget is to be allocated.

7.4 **Waimakariri District Council Growth Projections for LTP 2024 - 34** – T Allinson (Senior Policy Analyst)

94 - 120

*RECOMMENDATION*

**THAT** the Council:

- (a) **Receives** Report No. 230321039006
- (b) **Notes** the recommendation by Council's consultant (Formative) to adopt a 'new high' growth projection scenario for the 2024 – 2034 Long Term Plan

- (c) **Notes** the previously adopted scenario for LTP 2021-31 was medium-high growth rate, which was an estimated growth rate of 480 dwellings per year.
- (d) **Adopts** the high growth projection scenarios as the basis for LTP 2024 – 34, which represents an anticipated growth rate of 495 dwellings per year.
- (e) **Circulates** this report to the Community Boards for their information.

7.5 **ANZAC Day Services 2023** - T Kunkel (Governance Team Leader)

121 - 124

*RECOMMENDATION*

**THAT** the Council:

- (a) **Receives** report No 230317037308.
- (b) **Appoints** Deputy Mayor Atkinson and Councillors ..... to attend the Ohoka Anzac Day service to be held at 11am on Monday, 24 April 2023, at Ohoka Hall, Mill Road, and to lay a wreath. Noting that the wreath will be laid in conjunction with an Oxford-Ohoka Community Board member.
- (c) **Appoints** Mayor Gordon and Councillors ..... to attend the Woodend Anzac service to be held at 6pm on Monday, 24 April 2023, at the Woodend War Memorial, and to lay a wreath.
- (d) **Appoints** Councillors ..... to attend the Sefton Anzac service to be held at 6pm on Monday, 24 April 2023, at the Sefton Domain, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Woodend-Sefton Community Board member.
- (e) **Appoints** Mayor Gordon and Councillors ..... to attend the Pegasus Dawn Service (Sounding only) to be held at 6am on Tuesday, 25 April 2023, at Pegasus Lake.
- (f) **Appoints** Mayor Gordon and Councillors ..... to attend the Kaiapoi Dawn Service to be held at 6.30am on Tuesday, 25 April 2023, at the War Memorial at Raven Quay, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Kaiapoi-Tuahwi Community Board member.
- (g) **Appoints** Councillor ..... to attend the Oxford Anzac Day service to be held at 9am on Tuesday, 25 April 2023, at the Oxford Cenotaph, and to lay a wreath.
- (h) **Appoints** Councillor ..... to attend the RSA service at the Rangiora High School to be held at 9.30am on Tuesday, 25 April 2023, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Rangiora-Ashley Community Board member.
- (i) **Appoints** Mayor Gordon and Councillors ..... to attend the Kaiapoi Citizens' Anzac Day Service to be held at 10am on Tuesday, 25 April 2023, Kaiapoi Cenotaph (Trousselot Park), and to lay a wreath.
- (j) **Appoints** Councillor ..... to attend the Cust and West Eyreton Anzac Day service to be held at the Cust Community Centre and the Cust Cenotaph at 10am on Tuesday, 25 April 2023, and to lay a wreath. Noting that the wreath will be laid in conjunction with an Oxford-Ohoka Community Board member.

- (k) **Appoints** Mayor Gordon and Councillors ....., to attend the Rangiora Anzac Day Service to be held at 11.30am on Tuesday, 25 April 2023, at the Rangiora Cenotaph, and to lay a wreath.
- (l) **Appoints** Councillor ..... to attend the West Eyreton Anzac Day Wreath Laying service to be held at 12pm on Tuesday, 25 April 2023, at the West Eyreton Memorial Gates, and lay a wreath. Noting that the wreath will be laid in conjunction with an Oxford-Ohoka Community Board member.
- (m) **Appoints** Mayor Gordon and Councillors ....., to attend the Tuahiwi Anzac Day services to be held at 2pm on Tuesday, 25 April 2023, at the Tuahiwi Urupa, and to lay a wreath. Noting that the wreath will be laid in conjunction with an Kaiapoi-Tuahiwi Community Board member.
- (n) **Appoints** Deputy Mayor Atkinson to lay a wreath on behalf of the people of Zonnebeke, Belgium at the Kaiapoi Citizens' Anzac Day Service to be held at 10am on Tuesday, 25 April 2023, at the Raven Quay Cenotaph.
- (o) **Appoints** Deputy Mayor Atkinson to lay a wreath on behalf of the people of Zonnebeke, Belgium at the Rangiora Anzac Day Service to be held at 11.30am on Tuesday, 25 April 2023, at the Rangiora Cenotaph.
- (p) **Notes** that the Community Boards will be represented and lay wreaths at the various local Royal New Zealand Returned and Services Association (RSA) ANZAC Services within the District.
- (q) **Circulates** a copy of this report to Community Boards for information.

## 8. MATTERS REFERRED FROM COMMITTEES AND COMMUNITY BOARDS

- 8.1 **Smith Street, Kaiapoi – Approval to reduce the Speed Limit on Smith Street to 50km/h** – J McBride (Roading and Transport Manager)  
*(refer to attached copy of Report 230302015254 to the Kaiapoi Tuahiwi Community Board meeting of 20 March 2023)*

125 - 139

### RECOMMENDATION

**THAT** the Council:

- (a) **Approves** a change to the speed limit on Smith Street, Kaiapoi, between SH1 motorway southbound ramp and the existing speed threshold 90m east of the Smith Street Bridge, noting that this will then be submitted to the Director at Waka Kotahi under section 2.6 of the *Setting of Speed Limits Rule 2022*, requesting approval to proceed with the implementation.
- (b) **Notes** that consultation on a 50km/h speed limit on Smith Street, Kaiapoi (between SH1 motorway southbound ramp and the Cam River Bridge) was undertaken in 2022 and this was supported by 52% of respondents, with the remaining 48% of respondents opposed to the change.

- 8.2 **Flood Mapping Freeboard and Floor Level Technical Practice Note** – G Cleary (General Manager Utilities and Roading) and K LaValley (Project Delivery Manager) (refer to attached copy of Report 200108001550 to the Utilities and Roading Committee meeting of 21 March 2023)

140 - 212

*RECOMMENDATION***THAT** the Council:

- (a) **Endorse** the Flood Mapping Freeboard and Floor Level Technical Practice Note and associated process (Record No. 200106000520 and 220323042890).
- (b) **Notes** that the processes and requirements in this Technical Practice Note will be used by staff when setting minimum floor levels in relation to building, subdivision and land development in the district.
- (c) **Notes** that the Technical Practice Note may need to be revised once the Proposed District Plan is adopted to reflect the proposed changes to the natural hazards chapter.
- (d) **Notes** that the Technical Practice Note is a living document and may be amended by the General Manager Utilities and Roading, 3 Waters Manager or Project Delivery Manager with any major changes to be brought to the Council for endorsement.

**9. HEALTH, SAFETY AND WELLBEING**

- 9.1 **Health, Safety and Wellbeing Report March 2023** – J Millward (Acting Chief Executive)

213 - 224

*RECOMMENDATION***THAT** the Council:

- (a) **Receives** Report No 230322040056.
- (b) **Notes** that there were no notifiable incidents this month. The organisation is, so far as is reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) as required by the Health and Safety at work Act 2015.
- (c) **Circulates** this report to the Community Boards for their information.

**10. COMMITTEE MINUTES FOR INFORMATION**

- 10.1 **Minutes of a meeting of the Community and Recreation Committee meeting of 21 February 2023**

225 - 235

- 10.2 **Minutes of a meeting of the Audit and Risk Committee meeting of 14 March 2023**

236 - 243

*RECOMMENDATION***THAT** Items 10.1 to 10.2 be received information.



**11. COMMUNITY BOARD MINUTES FOR INFORMATION**

- |      |   |           |
|------|---|-----------|
| 11.1 | <u>Minutes of the Oxford-Ohoka Community Board meeting of 7 March 2023</u>    | 244 - 254 |
| 11.2 | <u>Minutes of the Rangiora-Ashley Community Board meeting of 8 March 2023</u> | 255 - 267 |
| 11.3 | <u>Minutes of the Woodend-Sefton Community Board meeting of 13 March 2023</u> | 268 - 279 |

*RECOMMENDATION*

**THAT** Items 11.1 to 11.3 be received for information.

**12. MAYOR'S DIARY**

- |      |  |           |
|------|--|-----------|
| 12.1 | <u>Mayor's Diary 1 March – 27 March 2023</u> | 280 - 282 |
|------|--|-----------|

*RECOMMENDATION*

**THAT** the Council:

- (a) **Receives** report no. 230329044162.

**13. COUNCIL PORTFOLIO UPDATES**

- 13.1 **Iwi Relationships** – Mayor Dan Gordon  
 13.2 **Greater Christchurch Partnership Update** – Mayor Dan Gordon  
 13.3 **Government Reforms** – Mayor Dan Gordon  
 13.4 **Canterbury Water Management Strategy** – Councillor Tim Fulton  
 13.5 **Climate Change and Sustainability** – Councillor Niki Mealings  
 13.6 **International Relationships** – Deputy Mayor Neville Atkinson  
 13.7 **Property and Housing** – Deputy Mayor Neville Atkinson

**14. QUESTIONS**

*(under Standing Orders)*

**15. URGENT GENERAL BUSINESS**

*(under Standing Orders)*

**16. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

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

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

1. That the public is 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.	Subject	Reason for excluding the public	Grounds for excluding the public-
16.1	Confirmation of Council public excluded minutes 7 March 2023 meeting	Good reason to withhold exists under section 7	To protect the privacy of natural persons, including that of deceased natural persons (s 7(2)(a) and to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(i)).
16.2	Minutes for information of the Audit and Risk Public Excluded meeting of 14 March 2023	Good reason to withhold exists under section 7	To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(i)).
16.3	Report on Proposed sale of 91 Ohoka Road, Kaiapoi	Good reason to withhold exists under section 7	To protect the privacy of natural persons, including that of deceased natural persons (s 7(2)(a); To maintain the effective conduct of public affairs through the protection of such members, officers, employees, and persons from improper pressure or harassment (s 7(2)(g); To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(i)).
16.4	Report Kaiapoi Stormwater and Flooding Improvements Beach Grove Inlet – request for additional funding	Good reason to withhold exists under section 7	To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(j)).
16.5	Funding to finalise the Stormwater Connection through Kingsford Smith Drive	Good reason to withhold exists under section 7	To carry out, without prejudice or disadvantage, commercial activities (s 7(2)(i)).

### **CLOSED MEETING**

*Refer to Public Excluded Agenda (separate document)*

### **OPEN MEETING**

## **17. NEXT MEETING**

The next meeting of the Council is scheduled to commence at 1pm on Tuesday 2 May 2023, to be held in the Kaikanui Meeting Room (Upstairs), **Ruataniwha Kaiapoi Civic Centre**, 176 Williams Street, Kaiapoi.

**MINUTES OF A MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON TUESDAY, 7 MARCH 2023, COMMENCING AT 1PM.**

**PRESENT**

Mayor D Gordon (Chairperson), Deputy Mayor N Atkinson, R Brine, B Cairns, T Fulton, J Goldsworthy, N Mealings, P Redmond, J Ward and P Williams.

**IN ATTENDANCE**

J Millward (Acting Chief Executive), G Cleary (General Manager Utilities and Roothing), T Tierney (General Manager Planning, Regulation and Environment), J McBride (Roading and Transport Manager), K Simpson (3 Waters Manager), C Roxburgh (Water Asset Manager), J Recker (Stormwater and Wasteways Manager), S Nichols (Governance Manager), M Maxwell (Strategy and Business Manager), N Thenuwara (Policy Analyst), and T Kunkel (Governance Team Leader).

**1. APOLOGIES**

Moved: Councillor Atkinson

Seconded: Councillor Williams

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

**CARRIED**

**2. CONFLICTS OF INTEREST**

No conflicts of interest were declared.

**3. ACKNOWLEDGEMENTS**

Nil.

**4. CONFIRMATION OF MINUTES**

**4.1 Minutes of a meeting of the Waimakariri District Council held on Tuesday, 7 February 2023**

Moved: Councillor Ward

Seconded: Councillor Fulton

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of the meeting of the Waimakariri District Council meeting held on Tuesday, 7 February 2023.

**CARRIED**

**4.2 Minutes of a meeting of the Waimakariri District Council held on Wednesday, 8 February 2023**

Mayor Gordon advised that the Minutes of the meeting held on 8 February 2023 would be approved at subsequent Council meeting.

4.3 **Minutes of a meeting of the Waimakariri District Council held on Tuesday 28 February 2023**

Moved: Councillor Goldsworthy

Seconded: Councillor Brine

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of meeting of the Waimakariri District Council meeting held on Tuesday, 28 February 2023.

**CARRIED**

**MATTERS ARISING (FROM MINUTES)**

Nil.

**5. DEPUTATIONS AND PRESENTATIONS**

Nil.

**6. ADJOURNED BUSINESS**

Nil.

**7. REPORTS**

7.1 **Response to draft Residual Disinfection Exemption Application Report** – C Roxburgh (Water Asset Manager)

C Roxburgh spoke to the report, noting that the Council submitted a Residual Disinfection (Chlorine) Exemption application for the Cust Water Supply in July 2022. However, the Council received Taumata Arowai's draft assessment report in December 2022, which recommended that the exemption application be declined. Staff met with Taumata Arowai to discuss the report in February 2023, and replies were drafted in response to the various points raised by Taumata Arowai. C Roxburgh highlighted the following responses:

- Taumata Arowai concluded that the proposed UV treatment was not a complete treatment barrier for viruses. Therefore, the Council highlighted information suggesting UV treatment could be appropriate in certain circumstances. The Council also provided additional water quality data to alleviate some of Taumata Arowai's concerns.
- Taumata Arowai had questioned the appropriateness of the Council's renewals programme. Attention was thus again drawn to the large body of evidence provided about pipe condition and replacements to ensure this was fully considered before conclusions were drawn.

Councillors had no questions on this item.

Moved: Councillor Williams

Seconded: Councillor Redmond

**THAT** the Council:

- (a) **Receives** Report No. 230222023958.
- (b) **Approves** staff to submit the attached response to Taumata Arowai following the receipt of their draft Residual Disinfection Exemption Application Report.
- (c) **Circulates** this report to the Rangiora-Ashley Community Board for their information.

**CARRIED**

Councillor Williams commended C Roxburgh on the quality of the Council's response to the issues raised by Taumata Arowai.

Councillor Redmond agreed that the Council drafted an excellent response. However, he did not believe that the Council's response would change Taumata Arowai's decision regarding the exemption application but hoped that it would alleviate some of their concerns. He commented on the severity of the conditions set by Taumata Arowai to ensure water quality.

Mayor Gordon endorsed the comments made by the previous speakers. He also applauded the Water Asset Team for the detailed responses and for productively engaging Taumata Arowai. He believed that the Council and Taumata Arowai should work through this process together, bearing in mind that Waimakariri communities strongly advocated for Chlorine free water supplies, which he supported. Finally, Mayor Gordon requested staff invite Taumata Arowai's new Chief Executive to meet with the Council and discuss the work that the Council had been doing.

Council Meetings concurred with the comments made by Mayor Gordon.

## 7.2 **Drainage and Stockwater Alternative Rating Structure** - J Recker (Stormwater and Waterways Manager))

J Recker spoke to the report and provided background on the need to establish a Drainage and Stockwater Rating Working Party to investigate an alternative rating to be included in the draft 2024/34 Long Term Plan. There was a view that the stockwater and rural land drainage networks provided environmental benefits to the broader community. If this concept was accepted, then the corollary was that there was also an argument for changing the stockwater rating structure so that the wider community was rated, at least in part, for stockwater and rural land drainage. Also, some of the Drainage Advisory Groups believed there needed to be more equity with the current rating structure. While some people benefited from the rural land drainage schemes, they effectively managed water generated from upstream properties that did not pay drainage rates.

Councillor Atkinson thought that the hapū should be consulted on this matter from the beginning, and he, therefore, enquired when they would be approached for input. K Simpson noted that currently, the local iwi was not represented on the Working Party, however, they could be included if the Council so desired.

Mayor Gordon agreed that early engagement with the hapū was critical, so he suggested that there should be a discussion with Ngāi Tahu on their level of involvement in the Working Party.

J Millward concurred that early engagement with Ngāi Tahu was essential. He noted that the national election in October 2023 may impact the proposed structure regulatory entity for Three Waters. However, any regulatory entity should also be included in the Working Party.

Councillor Brine asked that, if the Three Waters' reform did not proceed after the national elections, how long would it take the Council to establish a single sewer, drainage, and water rate across the Waimakariri District. K Simpson noted that there were many factors to consider, and it would be easier to provide a timeframe when the Working Party reported back to the Council in November 2023. J Millward explained that the current national policy gave regulatory entities a year to advise how they would be structured. Hence, there would be a delay in liaising with the entities to discuss sewer, drainage, and water rates.

In response to a question from Councillor Ward, J Millward acknowledged that splitting water, sewer and drainage infrastructure and rates between urban and rural would be challenging.

Councillor Fulton requested staff to ensure that the people appointed to the Working Party were au fait with the Canterbury Water Management Strategy.

Moved: Councillor Williams

Seconded: Councillor Atkinson

**THAT** the Council:

- (a) **Receives** report No. 230207015398.
- (b) **Approves** the establishment of a Drainage and Stockwater Rating Working Party to investigate the possible options including, but not limited to:
- (i) Status Quo – Retaining targeted rates with minimal district rates.
  - (ii) Modified Status Quo – 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 public.
  - (iii) Universal Rate – Combining all the rural drainage schemes into one universal rate with a minimal or more substantial district wide rate.
- (c) **Appoints** the following Councillors and staff to the Drainage and Stockwater Rating Working Party:
- Members:**
- Canterbury Water Management Strategy Portfolio Holder
  - Drainage and Stockwater and 3 Waters Portfolio Holder
  - Climate Change and Sustainability Portfolio Holder
  - General Manager Finance and Business Support
  - General Manager Utilities and Roading
  - *Ex officio* – Mayor and Chief Executive.
- Staff Support**
- Finance Manager
  - Rating Representative
  - 3 Waters Manager – Kalley Simpson
  - Stormwater and Waterways Manager (Project Lead).
- (d) **Adopts** the Drainage and Stockwater Rating Working Party Terms of Reference (Trim 230213018315) and requested the Working Party approached Ngāi Tahu to ascertain the level of involvement they required.
- (e) **Requests** that the Working Party report back to the Council in November 2023 recommending the proposed approach for Drainage and Stockwater rating to be included in the draft 2024/34 Long Term Plan.
- (f) **Notes** the following indicative programme of key dates:

Period	Action
March 2023	Report to new Council to confirm the establishment of the Working Party and Terms of Reference
April 2023	Initial meeting of the Working Party to confirm scope and rating options
May-July 2023	Assessment and financial modelling of rating options
August 2023	Refinement of preferred option. Final Working Group meeting.
October 2023	National Elections

November 2023	Report to Council from the Working Party recommending proposed rating structure for inclusion in the draft 2024/34 LTP
February 2024	Council adopts draft 2024/34 draft LTP budgets for consultation
March-May 2024	Consultation on proposed rating structure as part of the draft 2024/34 LTP
July 2024	Implementation with 2024/34 LTP

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

**CARRIED**

Councillor Williams noted that considering the flooding in various parts of the country, it was essential to ensure that all drainage issues were sorted.

Councillor Atkinson concurred with Councillor Williams, commenting that the Council had previously done a similar exercise which could be informative to the proposed investigation. He agreed that the people on the Working Party should be knowledgeable about water management in the district.

Councillor Mealings remarked that the Drainage Advisory Boards had indicated a need and interest for this work to be done. Although she noted that the proposed investigation would only focus on rural drainage, the Council could also examine urban drainage if the Three Waters reform did not proceed.

Councillor Redmond supported the motion and questioned the large number of rating structures imposed on the Waimakariri District, a relatively small district. He hoped that the review of the system would bring back some equity.

Mayor Gordon believed that Councillors had made valid comments and that the work needed to be done as the whole district would benefit if the drainage system worked well. He stressed the importance of Ngāi Tahu's involvement in the Working Party to ensure that their views on water were heard and valued and the participation of any regulatory entity.

7.3 **Budget Adjustments for Bridge and Culvert Works** – J McBride (Roading and Transport Manager) and D Young (Principal Engineering Advisor)

J McBride spoke to the report and highlighted the reasons for the budget adjustment for two projects currently underway. The Council was requested to approve the reallocation of \$75,000 from the Travel Demand Management budget to the Butchers Road Culvert Replacement project. Also, that \$268,750 be brought forward from the 2023/24 budgets for Bridges and Structures Renewals and Bridge Component Replacement into the 2022/23 financial year to allow the full programme of pipe arch culvert re-lining works which was underway, to be completed. Both projects were time sensitive, and the contracts had therefore been awarded after approval by the Management Team, and the projects were scheduled for completion at the end of March 2023.

Councillor Redmond sought clarity on whether a culvert was on Beach Road, Kaiapoi. J McBride confirmed that the culvert at the end of Beach Road at Kairaki Beach had to be repaired because it was damaged by flooding and a vehicle.

Councillor Williams asked if the re-lining of the culverts would also include the re-lining of the abutments. J McBride explained that the focus would primarily be on the re-lining of the culverts. However, staff could, at the same time, look at the abutments to assess if any work needed to be done.

Councillor Goldsworthy questioned if there was any alternative to culverts. J McBride acknowledged that culverts were dated and would not be deemed best practice today. However, the Council had investigated possible alternatives and found that re-lining the culverts was still the most cost-effective option.

In response to a question from Councillor Mealings, J McBride explained that the tender for re-lining the Butcher Road culvert was tendered on an estimate, and the actual tender prices received were higher than the estimate.

Councillor Cairns enquired if the proposed relocation of the \$75,000 would impact other future projects. J McBride verified that no other project would be affected.

Moved: Councillor Goldsworthy

Seconded: Councillor Mealings

**THAT** the Council:

- (a) **Receives** Report No. 230221023875.
- (b) **Approves** the reallocation of \$75,000 of budget from the Travel Demand Management budget (PJ101389.000.5135) which had unallocated budget to the Butchers Rd Culvert Replacement to the February 2022 Flood Event Budget (PJ 101969.000.5134).
- (c) **Approves** bringing forward a total budget of \$268,750 from the 2023/24 budget for Bridges and Structures Renewals (101772.000.5134) and Bridge Component Replacement (101771.000.5134) into the 2022/23 year, to allow the full programme of re-lining works to be completed.
- (d) **Notes** that the opportunity to claim additional funding under the February 2022 flood event had been discussed with Waka Kotahi staff and had not been progressed as this was not supported.
- (e) **Notes** that construction has begun on the Pipe Arch Culvert Re-lining works and Butchers Road Culvert Relining works following approval to award contracts from Management Team.

**CARRIED**

Councillor Goldsworthy and Mealings supported the motion, as is was essential work that needed to be done.

#### 7.4 **Rangiora Promotions Association Funding Support** – M Maxwell (Strategy and Business Manager)

M Maxwell spoke to the report, explaining that the Rangiora Promotions Association (RPA) recently approached the Council to signal a period of financial difficulty due to the loss of significant sponsorship that put the organisation's survival at risk. To support the RPA in the short term, a once-off \$20,000 grant was recommended to be paid from the Waimakariri Event Fund. However, in the long term, staff recommended that the longer-term arrangements and associated funding allocation to Promotion Associations be reviewed as part of the 2024/25 Long Term Plan process.

Councillor Ward enquired if the RPA was finding it difficult to secure funding. M Maxwell advised that all the Promotion Associations have struggled to secure business sponsorships and grants in the current economic environment.

Councillor Williams asked if the Council knew what funds the RPA had available in their accounts. M Maxwell undertook to verify the available funds.



Councillor Redmond sought clarity on whether the Council had received interim accounts from the RPA showing their current financial position. J Millward noted that the RPA presented their accounts to the Audit and Risk Committee in July 2022, where they indicated that they were struggling to secure external funding due to the impact of Covid.

Councillor Goldsworthy questioned if the Council had ascertained if the other Promotion Associations may also need financial assistance. M Maxwell noted that none of the other Promotion Associations needed immediate assistance, however, the arrangements and funding allocations to them would also need to be reviewed.

Councillor Fulton sought confirmation that the RPA operated with a strategic plan which was regularly reviewed to ensure there were no organisational or structural problems within the RPA. M Maxwell confirmed that the RPA reported periodically to the Council, and the Council was not aware of any structural issues.

Councillor Brine asked if Enterprise North Canterbury (ENC) was aware that the money would be taken from the Waimakariri Event Fund. M Maxwell commented that ENC had no objection to the reallocation of the funding, as there was a high probability that some of the funds would have been allocated to the RPA to host events.

Moved: Councillor Ward

Seconded: Councillor Williams

**THAT** the Council:

- (a) **Receives** Report No. 230223024622.
- (b) **Notes** the difficult operating conditions experienced by the Promotions Associations over the last few years due to various external and economic forces, impacting their activities and contributing to falling sponsorship/funding levels and increases in goods and supplier costs.
- (c) **Notes** that the Council's annual funding grant to the Promotions Associations was adjusted for general inflation each year, however, had not been reviewed since the inception of the Service Level Agreements in July 2018.
- (d) **Notes** the financial challenges currently being experienced by the Rangiora Promotions Association, putting the organisation and its operational activity at risk.
- (e) **Approves** an immediate support once-off grant of \$20,000 to the Rangiora Promotions Association carrying them through to 30 June 2023, repurposed from the Waimakariri Event Fund provided by the Council and administered by Enterprise North Canterbury.
- (f) **Notes** that all three Promotions Associations provided annual reports to the Audit and Risk Committee highlighting the key activities delivered in that financial year, and their respective end of year financial results.
- (g) **Notes** that staff would work with the Promotions Associations, Enterprise North Canterbury, and other key stakeholders, as part of the Long-Term Plan programme of work, to develop options for longer-term arrangements and associated funding for the district's Promotions Associations.

**CARRIED**

Councillor Ward acknowledged the work done by the RPA to source external funding to host community events that greatly benefited the community. She, therefore, supported the motion as it would allow the RPA to continue the work they have been doing.

Councillor Cairns believed that the once-off grant was a good solution in the short term, however, the Council needed to investigate the funding models for all the Promotion Associations as well as the support that the Council was providing to them.

Councillor Goldsworthy concurred that the RPA was doing exemplary work by bringing events to the Rangiora community. He noted that the RPA was exploring various avenues to secure external funding, and he would thus be supporting the motion.

Councillor Brine supported the motion as a short-term solution to the RPA's financial problem, however, he was concerned that the funding needed to be earmarked for the ENC and other organisations to host events. He agreed that the Council should review the funding provided to the Promotion Associates during the Long-Term process.

Councillor Atkinson endorsed the comments made by previous speakers, noting that the Council needed an in-depth review of the financing of community events with ratepayers funding during the Long-Term Plan process. There also needed to be an assessment of who should be responsible for hosting community events.

Mayor Gordon advised that he met with the Chairpersons of the Rangiora-Ashley Community Board and the RPA to discuss the association's financial challenges. He supported the motion, as he wanted to avoid seeing a successful organisation, such as the RPA, fail. The RPA had hosted many major successful events with the assistance of volunteers, and the 2022/23 Waimakariri Event Fund could support a once-off grant to the RPA. Mayor Gordon reiterated that communities were in an extremely difficult economic climate, and grant funding and sponsorships were not readily available. He believed that the RPA was trying hard to source external funding. As part of the Long-Term Plan process, he requested Councillor Cairns work with ENC and staff to assess the cost of hosting community events and the support the Council needed to provide to Promotional Associations.

Councillor Mealings commented that Promotional Associations supported businesses which supported the wider community. Therefore, by supporting the RPA during these challenging economic times, the Council enabled Promotional Associations to support communities.

Councillor Ward noted that Promotional Associations hosted free events for people that may not otherwise have the opportunity to enjoy such events. Hence it was important that the Council supported the work that they were doing.

#### 7.5 **Submission on Proposals for the Smoked Tobacco Regulatory Regime** – N Thenuwara (Policy Analyst)

N Thenuwara spoke to the report, highlighting that the Central Government had set a target to reduce the availability of smoked tobacco products (STP) as part of its Smoked Free Aotearoa 2025 initiative. To solicit public feedback, a consultation document outlining the intended implementation plan was released in January 2023, to which the staff had prepared a draft submission. She elaborated on the issues covered in the Council's submission, such as:

- The different tobacco retailer landscapes in urban and rural areas.
- The allocation of a maximum number of retailers in the Waimakariri District.
- The restriction or prohibition of the sale of STPs together with everyday grocery items.
- The lack of clarity on the role of the Council in the implementation and monitoring of the smoked tobacco regulations.
- The higher risk of the youth becoming victims of online STPs sellers.
- Restrictions on the location of Specialist Vape Retailers (SVRs).

Councillor Williams questioned if small businesses in the Waimakariri District had been consulted to ascertain how the Smokefree Environments and Regulated Products (Smoked Tobacco) Amendment Act, 2023 (SERPA) would affect them. N Thenuwara noted that the submission timeframe was very short, and there had been no time for any public consultation.

Councillor Williams noted his concern that small business owners' dependent on selling STPs to bring in customers were not consulted before the Council drafted its submission. T Tierney acknowledged that the Council would have preferred to consult with business owners before making a submission, however, it was not feasible in the timeframes provided.

Mayor Gordon asked if staff consulted the Cancer Society prior to drafting the Council's submission. T Tierney noted that, unfortunately the timeframes provided had not allow for consultation with outside bodies.

Councillor Redmond sought clarity on who would determine which retailers in the Waimakariri District would be allowed to sell STPs. N Thenuwara advised that the Central Government was still working on the practical implementation of the regulations, so there was no data on how the retailers would be identified.

Councillor Redmond questioned why the regulation on selling STPs did not apply to Vape Retailers. N Thenuwara noted that the Central Government was promoting vaping as an alternative to smoking tobacco because they believed it was less harmful.

Councillor Redmond also enquired if the Central Government would consider a similar model as alcohol licensing, intended to restrict harm and sales. N Thenuwara explained that after July 2024, retailers who wished to sell STPs would have to apply for Central Government approval via an application process. Each application would be evaluated based on specific criteria set out in the SERPA.

Furthermore, Councillor Redmond asked if SERPA provided for the authority to evaluate the application to be delegated to the Council. N Thenuwara commented that the consultation did not cover the role of local governments in the implementation of the Act.

*Considering the many questions, Mayor Gordon adjourned the meeting at 2.05pm to allow a workshop discussion on the Council's submission on the proposals for the Smoked Tobacco Regulatory Regime.*

## **WORKSHOP**

Councillor Williams did not believe that the Council could submit on the Smoked Tobacco Regulatory Regime without consulting the small business owners in the district who would be affected. He noted that he had no confidence in the Central Government's ability to decide on which retailers in the Waimakariri District should be allowed to sell STPs. Councillor Williams stated that the Central Government needed to be advised that the Council was not pleased that they did not have an opportunity to consult with its residents.

Councillor Atkinson held the opinion that it would be unfair to "pick" retailers to sell STPs. The sale of STPs should be banned entirely, or all retailers should have the same opportunity to sell them. He, therefore, did not believe the Council should submit.

Councillor Cairns advised that he was against smoking, and if the regulations reduced a portion of the harm that smoking caused, then the Council should make a submission. However, he agreed that the Central Government's planned Smoked Tobacco Regulatory Regime had to be clarified.

Councillor Mealings explained that SERPA had already been passed in January 2023, thereby reducing the number of retailers in the country allowed to sell STPs from 6,000 to 600. This allowed for seven retailers in the Waimakariri District to sell STPs. The Central Government were only requesting feedback on the proposed implementation. She noted that her main concern was the lack of restrictions on the location of vape retailers, which resulted in five vape retailers located in a 600m<sup>2</sup> block in Kaiapoi. She thought that the Council should make a submission highlighting that the proximity of vape retailers to schools and other youth-serving facilities should be regulated across the country. Additionally, measures must be taken to limit the distance between vape retailers.

Councillor Fulton supported the Council submission. However, he believed that determining the number of retail premises in the Waimakariri District should be done on a ratio basis similar to the allocation of gambling machines. He also suggested stricter regulations not only for online sales of STPs, but also for online marketing of STPs.

Councillor Ward commented that STPs and vaping were detrimental to people's health. She was particularly concerned about STPs and vaping products being freely available to youth people, therefore, she supported a submission that would restrict and eradicate STPs and vaping.

Mayor Gordon noted that there seemed to be a majority consensus that the Council should make a submission. He thought that the submission should highlight the following:

- The Council's concern regarding the short period of time available to draft a submission.
- The lack of opportunity for the Council to consult retailers in the district regarding the impact of the proposed regulations.
- The Council's concern regarding vaping and the viability of vaping products to young people.

Councillor Brine acknowledged the harmful effects of smoking and vaping. However, he did not support the proposed reduction of the number of retailers across the district to only seven without consulting business owners first. In addition, Councillor Brine was concerned that a submission by the Council would be construed as support for the proposed regulations.

Councillor Goldsworthy agreed that the Council should make a submission, however, he supported a similar model to alcohol licensing rather than Central Government control.

Councillor Redmond shared the concerns of Councillors Mealings and Ward and agreed that the Council should submit. He supported stricter regulations for vaping retailers and banning online sales of STPs.

Councillor Atkinson doubted that the Central Government had the resources to enforce stricter regulations on vaping. He noted that the restriction of retailers selling STPs would not stop the use of STPs. However, it would be detrimental to the retailers not allowed to sell STPs. Councillor Atkinson concurred with Councillor Brine that the retailers in the district needed to be consulted on this matter.

Councillor Williams agreed that a similar model to alcohol licensing should be implemented and that the Council should be granted the opportunity to consult retailers in the district.

*At the conclusion of the workshop, the meeting resumed at 1.34pm.*

Moved: Mayor Gordon

Seconded: Councillor Redmond

**THAT** the Council:

- (a) **Receives** report No. 230221023073.
- (b) **Approves** that the Council makes a submission on proposals for the smoked tobacco regulatory regime (Trim 230220022315) and circulate the submission to Councillors for feedback prior to submission.
- (c) **Approves** delegated authority to the Mayor and the Acting Chief Executive for any final amendments or adjustments to Council's submissions prior to the closing date of 15 March 2023.
- (d) **Circulates** this report and draft submission to the Community Boards for their information.

**CARRIED**  
Councillor Atkinson Against

Mayor Gordon noted that the workshop had allowed for a more open discussion on the matter. There was agreement that the Council should make a submission which included all the concerns raised during the workshop session. However, he was worried about the brief window provided to submit. Mayor Gordon agreed that the Council should have been allowed to consult retailers in the district before drafting a submission. However, he believed that the Council should submit, as he shared the Councillor's concerns regarding STPs and vaping and the viability of vaping products to young people.

7.6 **Pecuniary Interests Register** – S Nichols (Governance Manager)

In light of the Council Workshop held on 28 February 2023, S Nichols took the report as read. She noted that the Council was only requested to appoint a Registrar for the Pecuniary Interests Register.

In response to a question raised by Councillor Ward, S Nichols confirmed that elected members would be provided with Pecuniary Interests forms which would assist them in declaring their interests.

Moved: Councillor Ward

Seconded: Councillor Goldsworthy

**THAT** the Council:

- (a) **Receives** Report No. 230228027715.
- (b) **Appoints** the Governance Manager as the Registrar of the Pecuniary Interests Register.
- (c) **Notes** members will supply information directly to the Governance Manager to enable Register compilation.
- (d) **Notes** a copy of this report will be circulated to the Community Boards, who will be subject to the Register.

**CARRIED**

Councillor Redmond commented that the requirements of the Local Government (Pecuniary Interests Register) Amendment Act 2022 were very broad and open for interpretation.

7.7 **Amendments to Standing Orders for Council, Committee, Sub-Committees and Hearing Panels** – T Kunkel (Governance Team Leader)

S Nichols took the report as read as a Council Workshop was held on 28 February 2023.

Councillor Atkinson questioned the restriction of the definition of "Member of the Police" to only a constable. S Nichols noted that the member of the Police referred to officers allowed to remove a member of the public from Council meetings. Councillor Brine explained that the Policing Act, 2008 defined members at any level of position within the New Zealand Police as constables.

Councillor Atkinson also queried the proposed increase in signatures required for a petition from five to 20. S Nichols confirmed that the proposed number was recommended by Local Government New Zealand (LGNZ) to standardise practices nationwide. However, it was still the Council's prerogative to treat any document received from a group of people as a petition, regardless of the number of signatures attached.

Councillor Redmond asked if LGNZ issued an updated Standing Order template for Community Boards. S Nichols explained that LGNZ released a combined updated template for Council and Community Boards. The revised Standing Orders would be submitted to the Community Board for adoption once the Council has approved the proposed amendments.

Councillor Redmond sought clarity on whether a mover of an amendment to an original motion had a right to reply. T Kunkel explained that only the mover of a motion had a right of reply, which could be exercised either at the end of the debate on the original motion or at the end of the debate on a proposed amendment should the mover so desire.

Moved: Councillor Atkinson

Seconded: Councillor Cairns

**THAT** the Council:

- (a) **Receives** report No. 230215020549.
- (b) **Adopts** the updated Waimakariri District Council, Committees and Sub-Committees, Joint Committees and Hearing Panels Standing Orders 2023 (Trim 230216021029), effective from 8 March 2023.
- (c) **Notes** that the Mahi Tahī Joint Development Committee, which was a Joint Committee between the Waimakariri District Council and the Te Ngāi Tūāhuriri Rūnanga was also subject to the Standing Orders. A copy of this report and adopted Standing Orders would be advised to our Te Ngāi Tūāhuriri membership.
- (d) **Recommends** to all four Community Boards that any proposed Standing Orders for Community Boards should be consistent with the Council, Committees, Sub-Committees, Joint Committees and Hearing Panels Standing Orders except for those areas which relate specifically to Community Boards and to give consideration to updated Standing Orders being adopted at their April 2023 meetings.
- (e) **Notes** that the Community Board's current Standing Orders (Trim 201007134141) remained active until they consider and adopt the proposed amendments to the Council's current Standing Orders.
- (f) **Notes** that Community Boards would receive a workshop on matters on 9 March 2023 with an emphasis being on consistency between the Council and Community Board Standing Orders.
- (g) **Circulates** this report to the Community Boards for information.

**CARRIED**

Councillor Atkinson reiterated the importance of Standing Orders to ensure orderly and transparent meetings.

Councillor Cairns concurred, noting that he supported standardised Standing Orders for Council, Committees and Community Boards.

#### 7.8 **Adoption of the 2022-25 Governance Statement** – S Nichols (Governance Manager)

S Nichols spoke to the report explaining that the Governance Statement was a disclosure document that recorded the Council's roles, its elected members, and staff. The Council was required to be adopted a Governance Statement within six months after the triennial local body election of members. If the Council adopted the Governance Statement, it would be published on the Council Website.

Councillors had no questions on this item.

Moved: Councillor Redmond

Seconded: Councillor Fulton

**THAT** the Council:

- (a) **Receives** Report No. 230223025297.
- (b) **Adopts** the Governance Statement document for the 2022-25 triennium (Trim 230202013767), which would be published on the Council website.
- (c) **Approves** that the Governance Manager undertake any minor edits prior to finalisation.
- (d) **Circulates** a copy of the report to the Community Boards for information.

**CARRIED**

## 8. MATTERS REFERRED FROM COMMITTEES AND COMMUNITY BOARDS

Nil

## 9. HEALTH, SAFETY AND WELLBEING

- 9.1 Health, Safety and Wellbeing Report February 2023 – J Millward (Acting Chief Executive)

J Millward spoke to the report and drew Councillors' attention to the 27 incidents which occurred from November 2022 to mid-January 2023.

Councillor Williams noted that there had been a few fatal vehicle accidents in the Waimakariri District. He questioned if the staff's investigations into these accidents should be reported to the Council to advise as to the causes of the accidents. J Millward acknowledged that the findings of the investigations should be reported to the Council. However, it was only appropriate for the Council to make a statement after the legal process was concluded. J Millward advised that a fatal vehicle accident caused by Council error or faulty Council infrastructure would be reported to the Council as soon as possible.

Moved: Councillor Williams

Seconded: Councillor Brine

**THAT** the Council:

- (a) **Receives** Report No 230119006355.
- (b) **Notes** that there were no notifiable incidents this month. The organisation is, so far as is reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) as required by the Health and Safety at work Act 2015.
- (c) **Circulates** this report to the Community Boards for their information.

**CARRIED**

## 10. COMMITTEE MINUTES FOR INFORMATION

10.1 Minutes of a meeting of the Audit and Risk Committee meeting of 14 February 2023

10.2 Minutes of a meeting of the District Planning and Regulation Committee meeting of 21 February 2023

10.3 Minutes of a meeting of the Utilities and Roading Committee meeting of 21 February 2023

Moved: Councillor Ward

Seconded: Councillor Cairns

**THAT** the Council:

- (a) **Receives** Items 10.1 to 10.3 for information.

**CARRIED**

11. **COMMUNITY BOARD MINUTES FOR INFORMATION**

11.1 Minutes of the Woodend-Sefton Community Board meeting of 13 February 2023

11.2 Minutes of the Oxford-Ohoka Community Board meeting of 15 February 2023

11.3 Minutes of the Rangiora-Ashley Community Board meeting of 15 February 2023

11.4 Minutes of the Kaiapoi-Tuahiwi Community Board meeting of 20 February 2023

Moved: Councillor Mealings

Seconded: Councillor Redmond

**THAT** the Council:

- (a) **Receives** Items 11.1 to 11.4 for information.

**CARRIED**

12. **MAYOR'S DIARY**

12.1 **Mayor's Diary 1 February – 28 February 2023**

Moved: Councillor Atkinson

Seconded: Councillor Goldsworthy

**THAT** the Council:

- (a) **Receives** Report no. 230302029005.

**CARRIED**

13. **COUNCIL PORTFOLIO UPDATES**

13.1 **Iwi Relationships** – Mayor Gordon

Mayor Gordon would meet with Dr Te Marie Tau this week to discuss the Council and iwi relationship.

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

- Mayor Gordon reported that the Greater Christchurch Partnership (GCP) meeting scheduled for 10 March 2023 had been cancelled. However, he advised that the Minister of Housing, the Honourable Megan Woods, and the new Minister of Local Government, the Honourable Kieran McAnulty, would attend the next GCP meeting.
- Mayor Gordon noted that the Huihui Mai Greater Christchurch, dealing with public transport and future development, was out for public consultation. However, it seemed that residents from Waimakariri were slower to respond. A drop-in session had been scheduled for 15 March 2023 at MainPower Oval, Rangiora.
- Mayor Gordon commented that the Christchurch City Council's submission on the future of Local Government was taken out of context. He had suggested to Christchurch City Mayor Phil Mager that an official statement should be issued to clarify any misconceptions about establishing a 'super city'.



### 13.3 **Government Reforms** – Mayor Gordon

- Mayor Gordon reported that he presented the Council and Communities for Local Democracy's submissions on Three Waters Reform to the Parliamentary Finance and Expenditure Committee. He commended Lynda Murchison on her work in preparing the Council's submission. In addition, he highlighted the process proposed by the Minister of Local Government.
- Mayor Gordon would be presenting the Council's positions on the Resource Management Act, 1991 on Friday 10 March 2023. He would advise Councillors of the time of the Zoom meeting.

### 13.4 **Canterbury Water Management Strategy** – Councillor Fulton

- Councillor Fulton advised that Waimakariri Water Zone Committee was in the process of selecting programmes for Action Plan funding.
- Waimakariri Irrigation Limited (WIL) provided an update on the water storage facility to be developed at Wright's Road, Burn Hill. The water in the storage ponds would be used to augment water from the irrigation scheme when water from the run-of-the-river supply was limited or unavailable due to either high flow or low flow conditions in the Waimakariri River.
- Since the approval of Plan Change 7 to the Canterbury Land and Water Regional Plan, there was not much regulatory work to be done by the Waimakariri Water Zone Committee. The Committee would therefore focus more on catchment management.

### 13.5 **Climate Change and Sustainability** – Councillor Mealings

- Councillor Mealings reported that the Climate Change Action Plan Reference Group met on 16 February 2023 to discuss regional collaboration and the development of a Canterbury Climate Plan.
- The Canterbury Climate Change Working Group met on 1 March 2023, where staff discussed the working agenda, mission statement and action plans.
- Canterbury Councils were working with Environment Canterbury to calculate their Carbon footprints. It was envisaged that this data would be used to inform critical environmental questions.
- The 3 Waters Units' Climate Change Risk Assessment was on track, with the draft report expected in March 2023. Work was also underway on developing Risk Assessments for the Roding and Solid Waste Units.

### 13.6 **International Relationships** – Deputy Mayor Atkinson

Councillor Atkinson advised that the next Passchendale Advisory Group meeting would be held on 27 March 2023.

## 14. **QUESTIONS**

Nil.

## 15. **URGENT GENERAL BUSINESS**

Nil.

**16. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

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

Moved: Councillor Ward

Seconded Councillor Goldsworthy

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

<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>
16.1	Minutes of the public excluded portion of Council meeting of 7 February 2023	Confirmation of Minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)
16.2	Minutes of the public excluded portion of Council meeting of 8 February 2023	Confirmation of Minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)
16.3	Minutes of the public excluded portion of the Audit and Risk Committee meeting 14 February 2023	Minutes for Information	Good reason to withhold exists under Section 7	Section 48(1)(a)
16.4	Minutes of the public excluded portion of the Utilities and Roading Committee meeting 21 February 2023	Minutes for Information	Good reason to withhold exists under Section 7	Section 48(1)(a)
16.5	Report of R Hawthorne (Property Manager)	Sale of 257 Coldstream Road, Rangiora	Good reason to withhold exists under Section 7	Section 48(1)(a)
16.6	Report of H Wilson (Graduate Engineer) and J Recker (Stormwater and Waterways Manager)	York Street Stormwater Extensions – Additional Budget Request and Tender Award	Good reason to withhold exists under Section 7	Section 48(1)(a)
16.7	Report of R Hawthorne (Property Manager)	Land Acquisition – Lineside Road / Revels Road Drainage/Ecology/Flood/ Stormwater	Good reason to withhold exists under Section 7	Section 48(1)(a)
16.8	Report of R Hawthorne (Property Manager)	Rangiora BNZ Corner Site, 70 and 74 High Street – Concept Design and Staging Plan Approval	Good reason to withhold exists under Section 7	Section 48(1)(a)
16.9	Report of R Hawthorne (Property Manager)	Waikuku Campground Lease and Concept Proposal Process	Good reason to withhold exists under Section 7	Section 48(1)(a)

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
16.10	Report of J Millward (Acting Chief Executive)	Three Waters Reform – High Court Declaration	Good reason to withhold exists under Section 7	Section 48(1)(a)
17.1	Councillor Atkinson	Portfolio Update – Housing/Property	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution was 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 were as follows:

Item N°	Reason for protection of interests	LGOIMA Part 1, Section 7
16.1 to 17.1	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**

#### **Resolution to Resume Open Meeting**

Moved: Councillor Ward

Seconded Councillor: Goldsworthy

16.1 **Minutes of the public excluded portion of the meeting of the Waimakariri District Council held on Tuesday 7 February 2023**

**Resolved** that the Minutes remain public excluded.

16.2 **Minutes of the public excluded portion of the extraordinary meeting of the Waimakariri District Council held on Tuesday 8 February 2023**

**Resolved** that the Minutes remain public excluded.

16.3 **Minutes of the public excluded portion of the meeting of the Audit and Risk Committee meeting of 14 February 2023.**

16.4 **Minutes of the public excluded portion of the meeting of the Utilities and Roading Committee meeting of 21 February 2023.**

**Resolved** that Items 16.3 and 16.4 be received for information and remain public excluded.

16.5 **Sale of 257 Coldstream Road, Rangiora** – R Hawthorne (Property Manager)

**Resolved** that the report, recommendations and discussion was to remain Public Excluded to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or to members or officers or employees of Council, and to enable the Council holding the information to carry on, without prejudice or disadvantage, negotiations and commercial activities as per the Local Government Official Information and Meetings Act 1987, Section 7 (2)(f), (h) and (i).

Following the settlement date of the proposed sale the report, and recommendations of this report, would not be released as the content extends to broader commercial sensitivities and considerations associated with the Original Heads of Agreement. This would extend to a period covered by the Furtherance of the Heads of Agreement.

- 16.6 **Contract 22/74 York Street Stormwater Extension – Additional Budget Request and Tender Award** – H Wilson (Graduate Engineer) and J Recker (Stormwater and Waterways Manager)

**Resolved** that the recommendations in this report be made publicly available however the contents of the report remain public excluded as per the Local Government Official Information and Meetings Act 1987, Section 7 (2) (h) and (i) for reasons of commercial sensitivity and enable the Council holding the information to carry on, without prejudice or disadvantage, negotiations and commercial activities.

- 16.7 **Proposed Land Purchase – 107 Revells Road and 40 Lineside Road** – R Hawthorne (Property Manager)

**Resolved** that the whole of this report be Public Excluded to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or to members or officers or employees of Council, and to enable Council holding the information to carry on, without prejudice or disadvantage, negotiations and commercial activities as per the Local Government Official Information and Meetings Act 1987 Section 7 (2)(f), (h) and (i).

- 16.8 **Rangiora BNZ Corner Site, 70 and 74 High Street – Concept Design and Staging Plan Approval** – R Hawthorne (Property Manager)

**Resolved** that whole of the report be Public Excluded to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or to members or officers or employees of Council, and to enable Council holding the information to carry on, without prejudice or disadvantage, negotiations and commercial activities as per the Local Government Official Information and Meetings Act 1987 Section 7 (2)(f), (h) and (i).

- 16.9 **Waikuku Campground Request for Concept Proposals Draft** – R Hawthorne (Property Manager) and C Johnson (Seconded Property Officer)

**Resolved** that the report, attachments, discussion and minutes remain public excluded for reasons of enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) and enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities and maintain legal professional privilege as per LGOIMA Section 7 (2)(g), (h) and (i).

- 16.10 **Three Waters Reform – High Court Declaration: Timaru District Council v Minister of Local Government** – J Millward (Acting Chief Executive)

**Resolved** that the report and attachments remain public excluded until the appeal is lodged, for reasons of legal privilege as per the Local Government Official Information and Meetings Act 1987 Section 7(g).

*The public excluded portion of the meeting commenced at 3.35pm and concluded at 6.05pm.*

**OPEN MEETING**

*Resolution to be made public.*

16.6 **Contract 22/74 York Street Stormwater Extension – Additional Budget Request and Tender Award** – H Wilson (Graduate Engineer) and J Recker (Stormwater and Waterways Manager)

- (a) **Receives** report No. 230216020922
- (b) **Authorises** staff to award Contract 22/74 York Street Stormwater Extension to Ongrade Drainage and Excavation Ltd for a sum of \$313,085.71 excluding GST.
- (c) **Approves** an additional budget of \$70,000 in the 2022/2023 financial year York Street Diversion Budget (PJ 101521.000.5123) for the construction of the York Street Stormwater Extension. This will give a total budget of \$420,000.
- (d) **Notes** that the additional budget for 2022/2023 will increase the Oxford Urban Drainage rate by approximately \$5.70 or 2.9% per property from 2024/25 onwards.
- (e) **Notes** that this will amend the charge for consultation.
- (f) **Notes** that staff will include the revised cost and budget in a submission to the Draft Annual Plan.
- (g) **Notes** the forecast budgets include a 10% contingency allowance to cover any unforeseen construction costs.
- (h) **Notes** that Council has previously established a pre-qualification list for this type of works, and tenders were required to be pre-qualified to Tier B within Category 12: Gravity Systems, and that Ongrade Drainage and Excavation Ltd is qualified to Tier A of this category.
- (i) **Notes** that recommendation (c) is required to allow the award of Contract 22/74 York Street Stormwater Extension.
- (j) **Resolves** that the recommendations in this report be made publicly available but that the contents of the report remain in Committee.

17. **NEXT MEETING**

The next meeting of the Council was an extraordinary meeting scheduled to commence at 11.45am on Tuesday 14 March 2023, to be held in the Council Chamber, 215 High Street, Rangiora.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 6.08PM.

**CONFIRMED**

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

\_\_\_\_\_  
Date

**MINUTES OF AN EXTRAORDINARY MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON TUESDAY, 14 MARCH 2023, COMMENCING AT 11.45AM.**

**PRESENT**

Mayor D Gordon (Chairperson), Deputy Mayor N Atkinson, Councillors A Blackie, R Brine, B Cairns, T Fulton, J Goldsworthy, N Mealings, P Redmond, J Ward and P Williams.

**IN ATTENDANCE**

J Millward (Acting Chief Executive) (from 11.48am), H Street (Corporate Planner), G Cleary (General Manager Utilities and Roothing), C Brown (General Manager Community and Recreation), T Tierney (General Manager Regulation, Planning and Environment), K LaValley (Project Delivery Manager), S Nichols (Governance Manager) and A Smith (Governance Coordinator).  
M Jacobs (member of the public).

**1. APOLOGIES**

There were no apologies.

**2. CONFLICTS OF INTEREST**

There were no conflicts of interest recorded.

**3. MINUTES FOR CONFIRMATION**

**3.1. Minutes of a meeting of the Waimakariri District Council held on Wednesday 8 February 2023**

Moved: Councillor Atkinson

Seconded: Councillor Goldsworthy

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of the meeting of the Waimakariri District Council meeting held on Wednesday 8 February 2023.

**CARRIED**

**4. REPORTS**

**4.1. Establishment of the Road Safety Working Group – J McBride (Roading and Transport Manager) and S Nichols (Governance Manager)**

S Nichols was present for the consideration of this report, which sought the Council approval to establish the Road Safety Working Group for this Council term. This working group would replace the Waimakariri Road Safety Coordinating Committee. The overall concept of this working group had not changed from the previous term, however, the new Terms of Reference clarified the role of the group and reporting lines.

There were no questions.

Moved: Councillor Cairns

Seconded: Councillor Atkinson

**THAT** the Council:

- (a) **Receives** Report No. 230303029408.

- (b) **Notes** that the Waimakariri Road Safety Coordination Committee would be replaced by the Waimakariri District Road Safety Working Group (RSWG).
- (c) **Approves** the Terms of Reference for the Waimakariri District Road Safety Working Group (RSWG) as attached in Appendix 1 (Trim 221207211571).
- (d) **Appoints** Councillor Redmond as Chairperson, being the Portfolio Holder of Roothing, and Councillor Cairns being the Council's representative on the Waimakariri Access Group and the Waimakariri District Road Safety Working Group (RSWG).

**CARRIED**

4.2. **2023/24 Development Contribution Policy for Consultation with Draft Annual Plan – K LaValley (Project Delivery Manager)**

K LaValley presented this report, which sought Council's approval to consult on the Draft 2023/24 Development Contribution Policy as part of the 2023/24 Annual Plan. Key changes to the Policy were highlighted, significantly the rebate scheme that applied to Māori development in Tuahiwi Reserve MR873. The rebate would be applicable to projects which were included in the Council's 2021/31 Long Term Plan and in the Development 2023/24 Contributions Schedule. This rebate was further based on cluster housing type development with approximately 20 and may be revisited for developments of greater density.

An updated printed copy of the Policy document was circulated to members at the meeting. This included changes that had been added following consultation with Ngai Tūāhuriri. K LaValley drew attention to these changes which included updated *Clause 3.1 Support the principles set out in the Preamble to Te Ture Whenua Māori Act 1993* and clarification of the definition of Kāinga Nohoanga.

Councillor Redmond sought clarification on Resource Consents RC195034 and RC185168 mentioned in the staff report and the option of granting the rebate scheme to these, as they were both qualifying developments. K LaValley advised that developed contributions had been invoiced for RC195034, however, was not paid, and RC185168 had not progressed to date. Both these Resource Consents were for cluster housing developments with six houses in the MR873 area. It was estimated that these Resource Consents would have been issued in 2018/19.

In determining the extent of the Policy, Councillor Redmond asked what proportion of land in Tuahiwi Reserve MR873 was currently in descendant ownership. This exact figure was not known, K LaValley explained that the rules of the Policy allowed for the construction of 20 houses over five years. If the point was reached that proposed developments would exceed that, staff would seek Council approval to extend the rebate scheme beyond what was proposed with this report today.

Councillor Redmond referred to Clause 5.3 in the report and questioned why the wider community would not have an interest in the subject matter of this report and also asked who would make-up the financial implications if the Policy was adopted. K LaValley suggested that the way that it was proposed that the rebate scheme would be set up, it would only have a 0.15% impact on rates, which translated to a value of \$30,500, which was considered a minor amount.

Referring to Clause 6.2.2 regarding risk relating to the rebate scheme, Councillor Redmond enquired if the retrospective nature of the scheme made the risk even higher. Staff believed this would not be the case, as it would not increase the risk any more than the rebate scheme itself did.

Councillor Redmond referred to the use of the word “rebate”, for this scheme, noting that in the Local Government Act, 2002 the word “remission” was used relating to Development Contributions and sought confirmation that the scheme met the legal requirements to use the term ‘rebate’. K LaValley responded that the term rebate was used for this scheme to distinguish it from remissions, however, if it was Council’s wish to use the term remission, that could be changed. Mayor Gordon suggested that in this instance, the recommendation could refer to “rebate/remission” and in a further report to the Council the agreed term would be confirmed.

J Millward subsequently noted that when referring to Development Contribution Policies of other Councils throughout the country, the word “rebate” had been used.

Councillor Cairns questioned if there was a potential outer limit of housing development over the five year period. K LaValley noted that 20 houses was the upper limit over five years, and this would be the cut off point for those able to apply for the rebate. The 20 houses over five years was the figure recommended by Ngai Tūāhuriri.

Following a further question from Councillor Cairns, whether Clause 4.6.5 of the tabled version of the policy document, which referred to tangata whenua (people), or should read mana whenua (reference to those who have historical rights over the land). K LaValley noted that this statement related to Kemps Deed. However, Mayor Gordon suggested that the correct term in this case would be mana whenua.

Councillor Williams enquired about the two developments which staff was suggesting the rebate scheme be applied to retroactively. K LaValley confirmed that if Resource Consents RC195034 and RC185168 both progressed, this would account for 12 houses and there would be just eight other houses able to apply for rebate over the next five year period.

Councillor Williams also enquired about the roading development relating to RC195034, and the work that had been undertaken on behalf of the Council. Staff were not aware of any roading work, and Mayor Gordon asked staff to investigate this and provide a response back to himself and Councillors.

Councillor Fulton referred to the 20 houses being built over a five year period in and asked if the Council had undertaken its own analysis as to whether 20 houses were a reasonable estimate over this five year period. J Millward advised it was assumed that Ngai Tūāhuriri would know best what potential developments were planned in this area and the Council had therefore accepted this figure.

Councillor Goldsworthy asked what the total dollar value would be for staff time to process the retrospective resource consents. J Millward noted the cost was estimated at \$235,000, which, if funded under the same basis was \$16,000 per year, 0.02%.

Moved: Mayor Gordon

Seconded: Councillor Atkinson

**THAT** the Council:

- (a) **Receives** Report No. 230215020550.
- (b) **Approves** an addition to the Draft 2023/24 Development Contributions Policy, as per Trim 230215020551 establishing a proposed rebate/remission for the Tuahiwi Reserve MR873.
- (c) **Approves** the development contributions rebate/remission in the Development Contributions Policy to apply to all applicable development contributions for qualifying developments of up to 20 dwellings over five years as infill type development.
- (d) **Approves** the Rebate/Remission Scheme to be retroactively applied to RC195034 and RC185168 as qualifying developments.



- (e) **Notes** that the rebate/remission provisions of the Policy could be reviewed annually with the Policy review.
- (f) **Notes** that although the proposed rebate/remission for the Tuahiwi Reserve MR873 in the Draft 2023/24 Development Contributions Policy was significant in terms of relationship outcomes, the financial effect was considered minimal.
- (g) **Approves** the development contribution maps including the map for the new development contribution area of Outer East Rangiora (Eastern Link Road) and amended Outer East Rangiora sewer map.
- (h) **Notes** that the proposed Draft 2023/24 Development Contributions Policy and maps would be consulted on alongside the 2023/24 Annual Plan.

**CARRIED**

Councillor Williams Against

Mayor Gordon acknowledged that it had been a long journey to get to this point, from 1948 until today, successive planning changes had deprived descendants of Tuahiwi Reserve MR873 the right to develop on their own land, as was determined by Kemps Deed. This Council had gone a long way to put this right, however, this did not negate over successive years, that those opportunities were not available. The question of Development Contributions should have been resolved many years ago and today was the opportunity to do that. The policy proposed for a rebate or remission for up to 20 dwellings over five years. It was clear in the policy that this was for the descendants of the Kāinga Nohoanga Special Purpose Zone.

Mayor Gordon further noted that there had been many workshops held in the past about this matter and took this opportunity to acknowledge the late Ngai Tahu elder Henare Rakiihia Tau, and also the presence of Mary Jacobs in the public gallery today. Dr Te Maire Tau had also been involved in a number of workshops in recent years along with other members of the Rūnanga. The Mayor wanted the Council to make a decision that addressed the injustice that was created many years ago. This Policy went a long way to achieve this and in the memory of Rakiihia Tau, Mayor Gordon urged Councillors to support this motion today and believed this was the right decision for the Council to make.

Councillor Ward supported this motion and believed this was an appropriate Policy for the current times.

### **Amendment**

Moved: Councillor Redmond

Seconded: Councillor Williams

- (a) **Receives** Report No. 230215020550.
- (b) **Approves** an addition to the Draft 2023/24 Development Contributions Policy, as per Trim 230215020551, establishing a proposed rebate/remission for the Tuahiwi Reserve MR873.
- (c) **Approves** the development contributions rebate/remission in the Development Contributions Policy to apply to all applicable development contributions for qualifying developments of up to 20 dwellings over five years as infill type development.
- (e) **Notes** that the rebate/remission provisions of the Policy can be reviewed annually with the Policy review.
- (f) **Notes** that although the proposed rebate/remission for the Tuahiwi Reserve MR873 in the Draft 2023/24 Development Contributions Policy is significant in terms of relationship outcomes, the financial effect is considered minimal.

- (g) **Approves** the development contribution maps including the map for the new development contribution area of Outer East Rangiora (Eastern Link Road) and amended Outer East Rangiora sewer map.
- (h) **Notes** that the proposed Draft 2023/24 Development Contributions Policy and maps will be consulted on alongside the 2023/24 Annual Plan.

**LOST**

A Division was called:

**For 3:** Councillors B Cairns, P Redmond and P Williams.

**Against 8:** Mayor Gordon, Deputy Mayor Atkinson, Councillors A Blackie, R Brine, T Fulton, J Goldsworthy, N Mealings and J Ward.

**Lost 8:3**

Councillor Redmond noted the staff report recommendation (d) which referred to two Resource Consents, one which had been implemented and one which had not progressed. The scheme which had progressed could reapply for a rebate/remission under the proposed policy. Regarding the other consent which had outstanding fees, Councillor Redmond did not know whether there had been a trade off with the road costs and he would like to have further information before making a decision. These resource consents were issued in the past and Councillor Redmond was recommending that recommendation (d) be removed at this time and proposed this amendment.

Councillor Williams referred to the matter of RC195034, as he believed that there was a roading trade-off agreed in 2019. The development contributions for that development were resolved at that time until the road was completed and it then came back for consideration again. Councillor Williams suggested that this was not fair to the ratepayers.

There were no further speakers to the amendment.

**Original Motion**

Councillor Williams did not believe it was fair on other ratepayers with the possibility of more than 20 houses being built in Tuahiwi Reserve MR873 over a five year period and therefore further rebates/remissions being applied for. Councillor Williams therefore suggested that this report should lay on the table until outstanding questions had been answered. Everybody should be treated equal and Councillor Williams believed this was a race-based decision. Councillor Williams also believed the financial impact would be much greater than indicated.

In supporting the recommendation, Councillor Fulton believed that the Council needed to address decisions of previous Councils, which were made in good faith, however have had an unjust impact on the people of Tūāhuriri.

Councillor Brine pointed out that this matter was going out to the community for consultation, at which time the views of the residents in the district would be known and in this regard, encouraged colleagues to support this motion.

Councillor Redmond noted that Councillors' role was to act in the best interests of the whole district. It was accepted that there had been injustices in the past, however, he did not believe it was his role to re-write history, and suggested a better view was to look ahead. The staff report did not mention compensation and Councillor Redmond believed that compensation for past injustices was a matter for the Crown to address, which had been apparent from the various agreements that Ngai Tahu had negotiated.

Councillor Redmond commented that this policy enabled the Council to encourage development on Tuahiwi Reserve MR873 and he considered that this was a positive move and supported the policy. However he had some reservations with previous consents which were granted. The adoption of this policy enabled encouragement of development in Tuahiwi Reserve MR873. This Council had resourced Tuahiwi Reserve MR873 with significant infrastructure and did not view it as a deprived area. In the last ten years the Council had spent over \$7 million in Tuahiwi Reserve MR873 and there was a further \$1 million pending. The Local Government Act, 2022 permitted the Council to facilitate Māori development and culture and this policy enhances that. In supporting this motion, Councillor Redmond agreed with the views of Councillor Brine that public consultation, would provide the Council with the community views on this matter. This was a positive process in encouraging development in the future but Councillor Redmond did not consider it was in place to redress the wrongs of the past.

Referring to Kemps Deed, Councillor Blackie mentioned of the original granting of 10% of 30 million acres to Iwi and noted another significant party involved in this matter at the time, was Sir Walter Mantell. The involvement of Sir Mantell was not often acknowledged when mention was made of Kemps Deed. Councillor Blackie had concerns that this policy would enhance relationships between the Councillors, Council and the Iwi but there was potential for resentment from other ratepayers.

Councillor Atkinson referred to the Town and Country Planning Act, 1977 which dictated that Māori people could not return to their land or build houses on it. Though also agreed with looking forward, he believed wrongs of the past needed to be readdressed. The Council was responsible for fair and just results for the people of the district. Councillor Atkinson deemed the scheme to be an excellent concept and fully supported it.

Councillor Mealings agreed that in looking back, there needed to be acknowledgement of matters that were not right at the time, and this policy was an opportunity to address these. The policy was very clear with the numbers and the timeframes and she therefore supported this motion.

In reply, Mayor Gordon acknowledged the discussion and the comments of Councillor Williams, regarding the previous consent, noting that there needed to be transparency with any deals that were undertaken around this. Mayor Gordon encouraged colleagues to ask questions and did not like any inference that matters were not open and transparent. Any undertakings made by the Council need to be honoured. This was a very important step for this Council, and resolving issues that should have been resolved a long time ago. This was not helping with the relationship with the Rūnanga and was holding back discussions that the Council would like to be having with them and moving forward in partnership. Approving this recommendation would enable the descendants of Tuahiwi Reserve MR873 to develop their land. Mayor Gordon also acknowledged the consultation process would enable the community to have its say and he urged Councillors to support the motion.

## **5. NEXT MEETING**

The next scheduled ordinary meeting of the Council will commence at 1pm on Tuesday 4 April 2023.

There being no further business, the meeting concluded at 12.42pm.

## **CONFIRMED**

\_\_\_\_\_  
Chairperson  
Mayor D Gordon

\_\_\_\_\_  
Date

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

**FILE NO and TRIM NO:** DDS-06-10-02-01/ 230317037446

**REPORT TO:** COUNCIL

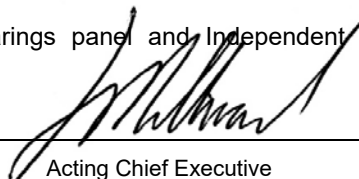
**DATE OF MEETING:** 4 April 2023

**AUTHOR(S):** Matthew Bacon, Development Planning Manager

**SUBJECT:** Delegations to District Plan Review hearings panel and Independent Hearing Panel

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

\_\_\_\_\_  
 General Manager

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

**1. SUMMARY**

- 1.1. The purpose of this report is for Council to consider the delegation of functions, powers and duties under the Resource Management Act 1991 in respect of the District Plan Review (DPR).
- 1.2. In October 2020 Council appointed Independent Commissioners Gina Sweetman (Chair), Gary Rae, Alan Cubitt, Megan McKay and Crs Mealings and Atkinson as the DPR review panel. At the time of these appointments, the Council did not formally delegate powers to the DPR review panel, in order to enable confirmation as to any potential conflicts of interest following the submissions and further submissions process. The Hearings Panel has issued Minute 1 which sets out the Panel's intended hearing processes. The report also seeks retrospective confirmation of delegation to determine intended hearing procedures and issue Minute 1.
- 1.3. As a result of the Resource Management (Enabling Housing Supply and Other Matters) Amendment Act 2021 (RMAEHS) the Council was required to notify a variation to the Proposed District Plan (PDP) in relation to housing intensification. Variation 1 (Housing Intensification) to the Proposed District Plan was notified on 12 August 2022. This variation is required to be heard by an Independent Hearings Panel (IHP) (clause 96, Schedule 1 of the Resource Management Act 1991 (RMA)). There are also different provisions of the RMA which provide for the delegation of functions, powers and duties to the DPR review panel and the IHP.
- 1.4. Delegations to the DPR review panel are provided for under section 34A of the RMA. The Council can delegate any functions, powers, or duties under the Act except the final approval of a plan and the power of delegation itself. The proposed scope of the delegations is to delegate all functions, duties and powers necessary to enable the DPR review panel to hear submissions, decide relevant procedural matters and make recommendations to Council on the DPR. This report does not seek the power of final approval of the district plan.
- 1.5. The Council is also required to delegate the necessary functions to the IHP pursuant to Clause 96(3), schedule 1 to the RMA. Necessary functions are defined as meaning "*the functions, powers, or duties that the independent hearings panel requires to carry out its role under subclause (1)(a)*" and "*includes the functions, powers, or duties that a local authority requires in order to hold a hearing under clause 8B*" (clause 96(4), Schedule 1 of the RMA). The Council cannot delegate final approval or their power of delegation (clause 96(4)(c)).

- 1.5. For these reasons, the structure of this report provides for separate delegations to the:
  - 1.5.1. DPR review panel in relation to the PDP and Variation 2 (financial contributions); and
  - 1.5.2. The IHP in relation to Variation 1 (Housing intensification).

## 2. **RECOMMENDATION**

**THAT** the Council:

- (a) **Receives** Report No. 230317037446
- (b) **Appoints** Commissioners Gina Sweetman (Chair), Gary Rae, Alan Cubitt and Megan McKay to an Independent Hearings Panel in respect of Variation 1 to the Waimakariri District plan.
- (c) **Delegates** to the District Plan Review Panel Commissioners Gina Sweetman (Chair), Gary Rae, Alan Cubitt, Megan McKay and Crs Mealings and Atkinson all the functions, powers, and duties necessary to hear submissions and make recommendations to the Council on provisions of the proposed Waimakariri District Plan, including Variation 2 (Financial Contributions). This delegation includes retrospectively confirming the exercise of the District Plan Review Panel Commissioner's functions, powers and duties to confirm intended hearing procedures and issue Minute 1.
- (d) **Delegates** to the Independent Hearings Panel (IHP) (Gina Sweetman (Chair), Gary Rae, Alan Cubitt, Megan McKay) all the functions, powers and duties necessary to hear submissions and make recommendations to Council on Variation 1 (Housing Intensification).
- (e) **Notes** that in respect of delegation (c), the DPR review panel will make recommendations to the Council, who must make a decision on the provisions and matters raised in submissions.
- (f) **Notes** that in respect of delegation (d), the Council must decide whether to accept or reject each recommendation of the IHP and may provide an alternative recommendation for any recommendation that the Council rejects. Where the Council does not accept any of the IHP's recommendations, the matter must be referred to the Minister for the Environment for final decisions.

## 3. **BACKGROUND**

- 3.1. In October 2020 Council appointed Independent Commissioners Gina Sweetman (Chair), Gary Rae, Alan Cubitt, Megan McKay and Crs Mealings and Atkinson as the DPR review panel. To make decisions on the DPR, the Council need to delegate powers to the review panel.
- 3.2. Council has subsequently completed the submissions and further submissions processes in relation to the district plan review and the project is moving into the decision-making phase.
- 3.3. The District Plan Review process now also includes an intensified planning process variation under the Resource Management (Enabling Housing Supply and Other Matters) Amendment Act 2021. The requirements of the RMAEHS are that the Council must establish an Independent Hearings Panel (IHP) to conduct the hearings on submissions on the IPI and make recommendations to the Council on Variation 1. In this respect, there are two entities where delegations are required, as set out below:

Decision Process	Delegations Proposed
'Original' District Plan Review submissions and Variation 2 (Financial Contributions)	District Plan Review Panel (Gina Sweetman (Chair), Gary Rae, Alan Cubitt, Megan McKay and Crs Mealings and Atkinson)
Variation 1 (Housing Intensification)	Independent Hearings Panel (Gina Sweetman (Chair), Gary Rae, Alan Cubitt, Megan McKay)

- 3.4. Delegations to the DPR review panel are provided for under section 34A of the Resource Management Act 1991. The Council can delegate any powers, function, or duties under the Act except the final approval of a plan and the power of delegation itself.
- 3.5. Within the operative delegation's manual, the Council has already delegated the power to delegate 'hearing powers' to one or more commissioners and to determine the commencement date of a hearing. These delegations are to the Group Manager Planning and Regulation, Development Planning Manager and Planning Manager. Given the scale of the district plan review process staff consider it appropriate that delegation of all functions, powers and duties in relation to the full plan review is referred back to Council.
- 3.6. The wording of the recommended resolution above summarises the overall intent of the delegations to the DPR panel and the IHP. For completeness, the primary powers that both delegates will potentially utilise include (to the extent applicable and available to the respective hearings panels):
- 3.6.1. Powers to extend time periods in relation to relevant matters including serving of evidence, extension of set timeframes and evidence exchange (s37 and s37A RMA 1991).
  - 3.5.2 The power to direct that a hearing or part of a hearing be conducted using 1 or more remote access facilities (s39AA RMA 1991), including requirements to hold hearings in public (s39).
  - 3.5.3 The power to limit circumstances in which parties having the same interest in a matter may speak or call evidence at the hearings (s40 RMA 1991).
  - 3.5.4 Miscellaneous powers under the Commissions of Inquiry Act 1908 in relation to s41 RMA 1991.
  - 3.5.5 Various powers relevant to the power to control of hearings in accordance with s41A – s41C RMA 1991.
  - 3.5.6 The power to strike out submissions in accordance with s41D RMA 1991.
  - 3.5.7 The power to make an order to protect sensitive information in accordance with the requirements under s42 RMA 1991.
  - 3.5.8 The power to hold a hearing into submissions (clause 8B schedule 1 RMA 1991).

3.5.9 The power to determine that a hearing into submissions is not required in accordance with the requirements of clause 8C Schedule 1 RMA 1991).

3.5.10 The power to make recommendations in respect of any provision included in the proposed plan (clause 9 Schedule 1 RMA 1991 in relation to the DPR panel and Clause 99 for the IHP).

3.7 It is noted that the composition of the DPR review panel and the IHP differ. Commissioners for the DPR review have signalled a desire to “*where possible limit the requirement for submitters on both processes separately to the IHP and hearings panel*”. These hearing processes will be subject to later procedural decisions of the DPR review panel and the IHP.

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

4.1. The Council has the option to either delegate as per the recommended resolutions, amend the delegations to either the DPR panel or the IHP or decline to delegate to either entity.

4.2. The recommended option from staff is to approve the recommended delegations. The reason for this recommendation is that these delegations most appropriately meet the intent of the Council's appointment of commissioners for the district plan review and meet the legislative intent for the creation of an IHP. In addition, the recommendations also provide appropriate delegations to carry out the necessary functions, powers and duties.

4.3. If the Council decide not to delegate to the DPR panel or the IHP then Council would need to either delegate to another entity (for example an alternative hearing panel) or hear and make recommendations on submissions itself. This option is not recommended given the overall impact of timing on the proposed plan review process.

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

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

4.4. 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 is noted that Commissioner Megan McKay has been appointed as a commissioner on the District Plan review with expertise in te ao Māori.

##### **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. The appointments are already public information.

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

### **6.1. Financial Implications**

There are not financial implications of the decisions sought by this report as the budget is included in the Annual Plan and the focus of the resolution is to confirm delegations to commissioners who are already appointed.

### **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**

As set out in section 3 of this report

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

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

### **7.4. Authorising Delegations**

The Resource Management Act 1991 authorises Council to delegate powers to certain persons.



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

**FILE NO and TRIM NO:** DDS-06-05-01-30-06/ 230323040892

**REPORT TO:** Council

**DATE OF MEETING:** 4 April 2023

**FROM:** Matthew Bacon – Development Planning Manager

**SUBJECT:** Private Plan Change 30 – Ravenswood Developments Limited – Resolution of appeal and approval of plan change.

**SIGNED BY:**  
**(for Reports to Council  
or Committees)**

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

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

**1. SUMMARY**

- 1.1 The purpose of this report is to inform Council of the resolution of an appeal on private Plan Change 30 (PC30) to the operative Waimakariri District Plan (Ravenwood Developments Ltd), to seek a decision from the Council on approval of PC30 and to inform Council of the process to insert provisions into the operative Waimakariri District Plan.
- 1.2 Plan Change 30 was a privately initiated plan change application lodged by Ravenswood Developments Limited. The plan change proposed new and amended District Plan provisions in relation to as Business 1 (Town Centre Zone) within Ravenswood at North Woodend and provide statutory recognition for such as a Key Activity Centre (KAC), with the stated intent of facilitation some 35,000m<sup>2</sup> gross floor area (GFA) of core retail<sup>1</sup> activities. The details of the plan change are set out in attachment 1 to this report.
- 1.3 A decision on the plan change was made by independent commissioners appointed by the Council was notified on 11 November 2021. This decision was to decline the plan change. The decision was subsequently appealed by the plan change applicant. Following the lodgement of this appeal formal mediation occurred between the Council (as respondent) and Ravenswood Developments Ltd (as appellant).
- 1.4 On 24 January 2023 the Environment Court issued a consent order resolving the appeal. Forming part of this consent order application and decision was an amended set of provisions that the parties were seeking to be inserted into the operative Waimakariri District Plan.
- 1.5 Following the conclusion of the appeal period the Council can approve the plan change application and determine a date in which the operative district plan can be amended in accordance with the provisions set out in the consent order.

**Attachments:**

- i) Consent Order – Plan Change 30 (230131011990)

**2. RECOMMENDATION**

**THAT** the Council:

<sup>1</sup> Core retail would be defined as a combination of general merchandise / comparison retail, and supermarkets. It does not include commercial services (i.e. banks and hairdressers), commercial offices or Trade Suppliers.

- (a) **Receives** report No. 230323040892.
- (b) **Approves** Proposed Plan Change PC30 to the operative district plan as set out in Appendix 1 of the Environment Court consent order decision on the appeal from Ravenswood Developments Ltd.
- (c) **Directs** That staff amend the operative Waimakariri District Plan by inserting the provisions that form part of the Environment Court consent order decision on the appeal from Ravenswood Developments Ltd in respect of private plan change PC30.
- (d) **Circulates** this report to the Woodend/Sefton Community Board for their information.

### **3. BACKGROUND**

- 3.1 Plan Change 30 was a privately initiated plan change application. The plan change proposed new and amended District Plan provisions in relation to a Business 1 (Town Centre Zone) within Ravenswood at North Woodend and provide statutory recognition for such as a Key Activity Centre (KAC), with the stated intent of facilitation some 35,000m<sup>2</sup> gross floor area (GFA) of core retail<sup>2</sup> activities.
- 3.2 In October 2020 Council accepted Plan Change 30 for notification and appointed independent commissioners to hear and decide on submissions lodged on the plan change. This delegation provided to the independent commissioners recognised the fact that Council made a submission in support of the plan change, while seeking amendments to the proposed plan provisions.
- 3.3 Following a hearing in May 2021, the independent commissioners issued a decision on submissions which was subsequently notified in November 2021. The decision of the commissioners was to decline the plan change. The decision to decline the plan change was primarily based on the lack of an outline development plan for the area, the proposed quantum of retail floor space and the lack of provisions specifically dealing with urban design outcomes.
- 3.4 Following the release of the commissioner's decision an appeal was received by Ravenswood Developments Ltd as the plan change applicant. Initially one further party joined this appeal as an s274 party, however later withdrew from the appeal.
- 3.5 Under the delegations provided to the General Manager Planning and Regulation, Council staff entered into formal mediation with the appellant party. On 28 October 2022 the parties to the appeal lodged an order seeking the resolution of the appeal on the basis of an agreed set of amended provisions related to the appeal. These provisions are set out in attachment (i) to this report and form part of the consent order issued by the Environment Court.
- 3.6 On 24 January 2023 the Environment Court granted the requested consent order and provided for the Council to amend its operative district plan in accordance with the provisions included within the consent order application. To enable this to occur, clause 17 of schedule 1 to the Resource Management Act 1991 allows the Council to approve PC30 as the lodged appeals have been resolved. If the Council provide this approval, staff will make the required changes to the operative 'Eplan' and will notify a date in which the provisions formally become operative in accordance with the requirements of the Resource Management Act 1991.
- 3.7 Approving the plan change and making the provisions operative essentially sets the date at which the objectives, policies and rules proposed by the plan change are considered to have full legal effect; rather than a weighting assessment needing to be undertaken between the proposed and operative provisions for any development that is subject to the new provisions.

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<sup>2</sup> Core retail would be defined as a combination of general merchandise / comparison retail, and supermarkets. It does not include commercial services (i.e. banks and hairdressers), commercial offices or Trade Suppliers.

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

- 4.1 The Council has the option of either approving the plan change and determining an operative date for the plan change provisions or declining approval of the plan change. If the Council decide to approve the plan change then staff will amend the operative district plan to give effect to the consent order and publicly notify the date at which the plan change provisions become operative in accordance with the requirements of the Resource Management Act 1991. This decision will essentially give the provisions provided by the plan change the same legal status as the existing rules of the district plan.
- 4.2 If the Council declines to approve the plan change the decision on the plan change will remain (including the granted consent order); however, a decision maker reviewing a consent application would need to consider the provisions of the existing plan and proposed plan change in making resource consent decisions. This option is not recommended given the costs to both applicant and Council itself to process the resource consent, and the fact that the Environment Court has granted a consent order that formed the basis of the resolution of an appeal on the earlier plan change decision. In this sense, the decision to approve a plan change following the resolution of an appeal could generally be considered as a procedural step, rather than a further merits-based assessment of a plan change.

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

- 4.3 There are not implications on community wellbeing by the issues and options that are the subject matter of this report.
- 4.4 The management team have reviewed this report and support the recommendations.

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

##### **5.1. Mana Whenua**

Te Ngai Tūāhuriri Runanga were consulted through the statutory process of the plan changes, via their representative Mahaanui Kurataiao Limited. No submissions were received

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

- 5.2.1 There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. It is noted that the plan change followed the formal statutory process set out in the Resource Management Act 1991.
- 5.2.2 The Council and the Woodend/Sefton Community Board submitted on the proposal. Both groups expressed general support for the proposed plan change and sought amendments to the provisions of the notified proposal.

##### **5.3 Wider Community**

The plan change was directly notified to all statutory parties and all district plan holders. All ratepayers were directly notified of the plan changes by letter and the plan change was publicly notified in The Press and the Northern Outlook. There was also pre-notification engagement with key stakeholders during the development of the plan change. 75 submissions (including one from the Council itself) were received and all were addressed by the commissioners within the plan change decision.

#### **6. IMPLICATIONS AND RISKS**

##### **6.1. Financial Implications**

There are no cost implications of adopting the plan change for inclusion in the Waimakariri District Plan. The cost to complete the processing of the plan changes is budgeted for in the 2022/2023 financial year.

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

There are no climate change or sustainability impacts to consider.

### 6.3 Risk Management

Adopting the plan change and making the provisions operative will not affect the Council's risk profile. A decision to not approve the plan change may result in a legal challenge to this decision given the existence of the consent order resolving the appeal on the basis of an agreed set of provisions to be inserted into the operative district plan.

### 6.4 Health and Safety

There are no health and safety matters to consider.

## 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 and there is no relevant Council policy to consider.

### 7.2. Authorising Legislation

Clause 17 of Schedule 1 to the Resource Management Act 1991 provides for the local authority to approve plan changes following the completion of any appeals process.

### 7.3. Consistency with Community Outcomes

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

### 7.4. Authorising Delegations

The Council is authorised to approve plan changes under Clause 17 of Schedule 1 to the Resource Management Act 1991. It cannot delegate this power.

**IN THE ENVIRONMENT COURT  
AT CHRISTCHURCH  
I TE KŌTI TAIAO O AOTEAROA  
KI ŌTAUTAHI**

**Decision No. [2023] NZEnvC 7**

IN THE MATTER of the Resource Management Act 1991

AND an appeal under Clause 29 of Schedule 1 of the Act on Private Plan Change 30 to the Waimakariri District Plan

BETWEEN RAVENSWOOD DEVELOPMENTS LIMITED

(ENV-2022-CHC-001)

Appellant

AND WAIMAKARIRI DISTRICT COUNCIL

Respondent

Environment Judge J E Borthwick – sitting alone under s 279 of the Act

In Chambers at Christchurch

Date of Consent Order: 24 January 2023

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**CONSENT ORDER**

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A: Under s 279(1)(b) of the Resource Management Act 1991, the Environment Court, by consent, orders that:

- (1) the appeal is allowed to the extent that Plan Change 30 to the Waimakariri District Plan is accepted in accordance with Appendix 1, attached to and forming part of this order;



RAVENSWOOD DEVELOPMENTS LIMITED v WAIMAKARIRI DISTRICT COUNCIL

(2) the appeal is otherwise dismissed.

B: Under s 285 of the Resource Management Act 1991, there is no order as to costs.

## REASONS

### Introduction

[1] This proceeding concerns an appeal by Ravenswood Developments Limited against the decision of the Waimakariri District Council on Private Plan Change 30 to the Waimakariri District Plan ('PC30'). PC30 relates to the expansion of the commercial area at Ravenswood, located north of Woodend, Waimakariri.

[2] I have read and considered the consent memorandum of the parties dated 28 October 2022, which sets out the agreement reached between the parties to resolve the appeal. I have also read and considered the following Joint Witness Statements ('JWS') filed in support of the proposed resolution:

- (a) JWS – Economics;<sup>1</sup>
- (b) JWS – Urban Design;<sup>2</sup>
- (c) JWS – Transport;<sup>3</sup> and
- (d) JWS – Planning.<sup>4</sup>

[3] The agreement reached concerns the rezoning of land within the Ravenswood development to a mix of Business 1 and 2 (from Residential 6a, Residential 6, Business 2 and Business 1); identification of the area as an emerging Key Activity Centre; inclusion of new Outline Development Plans; and a number

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<sup>1</sup> Dated 14 October 2022.

<sup>2</sup> Dated 20 October 2022.

<sup>3</sup> Dated 28 October 2022.

<sup>4</sup> Dated 28 October 2022.

of new and amended District Plan provisions to manage retail provision, urban form and transport matters within the Key Activity Centre.

### **Other relevant matters**

[4] Property Lifestyle Concepts Limited initially joined the appeal under s 274 of the Act but withdrew from the proceedings on 17 February 2022. No other person has given notice of an intention to become a party to the appeal.

[5] The parties agree that costs should lie where they fall and accordingly no order for costs is sought.

### **Outcome**

[6] The court understands for present purposes that all parties to the proceeding have executed the memorandum requesting this order, and are satisfied that all matters proposed for the court's endorsement fall within the court's jurisdiction and conform to the relevant requirements and objectives of the Act including, in particular, pt 2.

[7] On the information provided to the court, I am satisfied that the orders will promote the purpose of the Act so I will make the orders sought under s 279(1) RMA, such order being by consent, rather than representing a decision or determination on the merits pursuant to s 297.

Jane S.



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**J E Borthwick**  
**Environment Judge**

**Appendix 1**

Plan Change 30



## PLAN CHANGE 30

### RAVENSWOOD PRIVATE PLAN CHANGE REQUEST

Proposed changes are listed below as 1 – 32, using the District Plan format and font.

Additions to the Waimakariri District Plan text are underlined, deletions are in ~~striketrough~~. All changes are in red.

1. Under the Definitions section, amend the definition of Key Activity Centre as follows:

#### Key Activity Centres

~~Key Activity Centres~~ means commercial centres identified as focal points for employment, community activities, and the transport network; and which are suitable for more intensive mixed-use development. The location of the ~~Key Activity Centres~~ are Rangiora and Kaiapoi shown on District Plan Map 181 and the location of the emerging Key Activity Centre is North Woodend (Ravenswood) shown on District Plan Map 158A.

2. Under the Definitions section, amend the definition of Principal Shopping Street as follows:

#### Principal Shopping Street

Principal Shopping Street means:

- a) those sites with road frontage identified by Figure 31.2: Rangiora and Kaiapoi Principal Shopping Street Frontages, or
- b) the Principal Shopping Street to be provided in accordance with Outline Development Plan 158A (emerging Key Activity Centre in North Woodend (Ravenswood)).

3. Under the Definitions section, amend the definition of Ravenswood as follows:

#### Ravenswood

~~Ravenswood~~ means the area zoned on the North Woodend (Ravenswood) Outline Development Plans shown on District Plan Maps 158 and 158A.

4. Under Chapter 3 Water, amend Issue 3.5 as follows:

### Issue 3.5

Development of the towns of Pegasus and ~~the community of Ravenswood~~ have the potential to adversely affect the quality and quantity of ground and surface waters in the vicinity, if the development and its servicing is not carefully managed.

5. Under Chapter 11 Utilities and Traffic Management, amend Policy 11.1.1.7 as follows:

### Policy 11.1.1.7

In the case of the vehicles, cyclists and pedestrians associated with the development and occupation of Pegasus and Ravenswood:  
to discourage the use of Gladstone Road as a major access ~~road~~ linking Pegasus and Woodend;

- a. to ensure that the design and development of the roading for Pegasus and Ravenswood facilitates the provision of an efficient and convenient public passenger transport system into, out of, and around the two localities;
- b. to design the residential neighbourhoods of Pegasus and Ravenswood in such a way that most of the residential allotments in the area are within convenient and safe walking distance of a potential public passenger transport route;
- c. to ensure that at least two ~~road~~ accesses are provided linking Pegasus with State Highway 1, so that access in emergencies is assured;
- d. to ensure that the urban areas of Ravenswood are developed to promote the opportunity for convenient and safe access between State Highway No. 1 and the Woodend-Rangiora Road; and
- e. to ensure that the urban area of Ravenswood is designed to provide safe and convenient pedestrian and vehicle access between Ravenswood and Woodend township, away from the State Highway

### Explanation

~~Road~~ access between Pegasus and State Highway 1 is to be by way of a newly created access ~~road~~ linking directly to the State Highway from the south-west sector of the town. There is the potential for increasing traffic volumes on State Highway 1 through Woodend to have adverse effects on the safety and efficiency of roads in the town and on the amenity values of the town. This is recognised as an existing problem, which will become more pronounced as population growth continues in the District. The development of Pegasus will accelerate the need to find a roading solution to these problems for Woodend. The viability of a State Highway bypass around Woodend has been investigated by the Council and ~~New Zealand Transport Agency~~, ~~with the Short Eastern Alignment confirmed and designated as an extension to the Christchurch Northern Motorway. The results of these investigations were reported in the Waimakariri District Transport Study – Final Report (September 2001).~~ It is considered that, with increasing traffic volumes as a result of both natural increases in the traffic volumes on the State Highway, and ~~of~~ the development of Pegasus ~~and Ravenswood~~, construction of such a bypass is ~~likely to~~

~~be justified within the next 10 years in the near future.~~ The development of Pegasus and its access roads has been designed to facilitate a direct connection to such a bypass when it is constructed.

Other access roads to Pegasus are Gladstone and Preeces Roads. Neither of these roads are of sufficient standard to act as major access points to the town. Gladstone Road has formation and alignment limitations and passes through the residential areas of Woodend. Preeces Road is currently very narrow and its intersection with State Highway 1 has an unsatisfactory alignment for a major connection to a State Highway. These roads are not to be used as major access points to Pegasus, although connections with the town are designed such that these will be available for use as minor access roads and for use in emergencies.

Within the new town, roading is to be designed to provide safe and convenient access throughout the town, in particular linking the residential areas with the major facilities in the town, and to facilitate the provision and use of an efficient and convenient public passenger transport service. Walking and cycling linkages associated with the road network are also to be established throughout the town.

Within Ravenswood roading is designed to facilitate access between State Highway No. 1 and the Woodend Rangiora Road. This will act as a “splitter” road reducing vehicle movements through Woodend and improving access between Pegasus, Ravenswood and Rangiora. In addition the Ravenswood development has been designed to promote convenient and efficient access for all transport modes between Ravenswood and Woodend.

6. Under Chapter 11 Utilities and Traffic Management, amend Policy 11.1.3.5 as follows:

### **Policy 11.1.3.5**

Except within Business 1 Zone at North Woodend (Ravenswood), Avoid on-site parking in the Business 1 Zone where sites have frontage to a principal shopping street to enable building intensification and redevelopment while:

- a. maximising the use and development of on-street and public parking;
- b. providing for parking demand, including accessibility parking, by requiring financial contributions for off-site parking within public parking facilities

7. Under Chapter 11 Utilities and Traffic Management, insert a new Policy 11.1.3.5A as follows:

### **Policy 11.1.3.5A**

Within the Business 1 Zone at North Woodend (Ravenswood), where sites have frontage to the principal shopping street, provide off-street parking areas that are integrated with surrounding land use and that achieve efficient utilisation of town centre land.

8. Under Chapter 11 Utilities and Traffic Management, amend Policy 11.1.3.6 as follows:

### Policy 11.1.3.6

Parking facilities shall:

- a) provide efficient and effective layout of parking, manoeuvring and circulating areas including restriction of vehicle speed and avoidance of long 'blind aisles';
  - b) control any adverse effects on water quality and stormwater runoff, preferably through the use of low impact water management methods;
  - c) be surfaced and maintained to control the generation of dust, excessive noise, or other nuisance;
  - d) reduce opportunities for crime by implementing Crime Prevention through Environmental Design (CPTED) principles;
  - e) ensure visibility through natural lighting or illumination;
  - f) ensure that parking spaces required for people with disabilities is conveniently located and accessible, and the route from the parking space to the destination served is also easily accessible for people using mobility devices;
  - g) include landscaping that:
    - i. incorporates establishment and maintenance practices to ensure plant survival;
    - ii. visually softens the dominant effect of hard surfaces;
    - iii. uses plant species that avoid hazard or nuisance effects;
    - iv. integrates with stormwater management and footpaths; and
    - v. does not affect traffic and pedestrian safety by limiting visibility.
  - h) within the Business 1 Zone:
    - i. be designed to positively contribute to town centre amenity; and
    - ii. except at North Woodend (Ravenswood), locate to the rear of buildings or the rear portion of any vacant site within Business 1 Zones, and not on sites identified as having a principal shopping street frontage.
9. Under Chapter 13 Resource Management Framework, amend Policy 13.1.1.1 as follows:

### Policy 13.1.1.1

Management of natural and physical resources based on areas where there are differences in:

- a) the area's relationships with Christchurch City;
- b) amenity values and environmental qualities;
- c) the area's connection to, and dependence on, the national transport corridor;
- d) the area's form and function;
- e) the area's relationship with other areas within the District;
- f) community resource management expectations;
- g) actual and potential effects of subdivision, use and development; and
- h) historical and cultural associations with Maori Reserve 873.

### Explanation

The Waimakariri District's relationships with Christchurch City materially influence the way the District has developed, and consequently has had a significant impact on

resource use within the District. Some aspects of the relationship are reflected in resource management consequences within the City. This policy acknowledges that relationship as a key to management responses.

The District is mostly within convenient commuting time of the City; 60% of the adult workforce are employed in Christchurch City. The District offers and has been subject to demand for residential and lifestyle choices not perceived to be available in the City. The District remains a significant primary producer which supports processing industries in the City.

Sustaining these relationships is dependent on continuing high levels of fossil fuel use. Resource management strategies will reassess these traditional patterns of resource use, and promote options to road/car dependencies. This policy does not seek continuation of patterns of unsustainable resource use. It highlights key elements where choices can be made to promote more sustainable options within different areas in the District.

There is significant potential for the District to be more self-sustaining for employment, social activities, recreation and business. Resource management responses appropriate within this policy should facilitate ways and means for the Waimakariri community to better sustain its own residents' and visitors' needs. There is a close relationship between the number of people living in the District's Rural Zones and the extent of the District's long term dependence on fossil fuels. The transport needs of people living in urban areas can be met more effectively by public transport, than the transport needs of people living in rural areas.

Within the District the three main towns or urban communities (Rangiora, Kaiapoi and Woodend (including Ravenswood— and Pegasus)) fulfil roles and functions that tie them closely to the rural areas and to each other. Rangiora serves a North Canterbury catchment to a greater extent than Kaiapoi. ~~but all the~~ These All three main towns provide to a varying extent for the various needs of both their own town communities, and those of surrounding rural areas. All three urban communities are in close proximity of each other providing for efficient public and private transport linkages. It also allows for the urban economic activities and amenities of the district to be planned and sustained across a larger population in terms of district wide economic and social self-sufficiency. This policy recognises these relationships and it reinforces the point that many links tie a small District together – the towns may be individually small in scale but together they perform a clearly defined role within the District. This policy is based on a community expectation that the management of resources within distinctive environments is necessary even at this scale to provide for the wellbeing, health and safety of the community, and to protect and enhance the natural and physical resources.

As a result of its research and community consultation the Council considers it is possible to identify areas of different amenity values, environmental qualities, form and function, resource management issues, community expectations, and environmental effects arising from the use, development and protection of resources. An efficient and effective way of promoting sustainable management of natural and physical resources can be based on these areas.

A zone based approach provides a technique familiar to the community within which “integrated management of the effects of the use, development and protection of land and associated natural and physical resources of the district” (section 31(a)) can be achieved. A framework of zones will reinforce the opportunities for appropriate management. The differences between zones can be reinforced within the framework by setting out different environmental standards and environmental outcomes for different areas of the District.

Two primary environments are recognised: rural and urban.

There are three zones for the rural ~~environment~~. The Rural Zone is the principal zone for the majority of the rural ~~environment~~ of the District. The Mapleham Rural 4B Zone recognises the development of a 70 hectare specific rural ~~environment~~ based on a Concept Plan (District Plan Map 147) as approved by a decision of the Environment Court (C9/2002). The Pegasus Rural Zone recognises the special characteristics of the rural areas surrounding Pegasus, in particular for nature conservation and cultural heritage values in some areas and for treated wastewater disposal in others.

Within the urban ~~environment~~ 13 zones provide a resource management framework for sustaining different densities, standards, and urban form and function based on different types of subdivision, development and land use.

- a) **Residential 1** is found only in Kaiapoi and Rangiora. It creates the potential for a new form to the towns based on higher density housing in association with the town centres.
- b) **Residential 2** is typical of most Waimakariri urban areas being low density, detached dwelling living environments.
- c) **Residential 3** are areas of special character in the beach settlements and small rural towns.
- d) **Residential 4A and 4B** are very low density, detached dwelling living environments in a rural setting.
- e) **Residential 5** is a special amenity, low density living ~~environment~~ based on and around man-made lakes in a rural setting near Pineacres.
- f) **Residential 6 and 6A** covers the developing new towns ~~of Pegasus and community of Ravenswood~~ and creates the potential for the development of an independent, integrated residential communities with a mixture of housing densities and associated commercial, recreational and community services.
- g) **Residential 7** covers an area in West Kaiapoi and provides for a mixed density residential development from high density apartment/townhouse style living to medium density detached dwellings with associated recreation and amenity reserves.
- h) **Business 1** covers the distinctive town centres; Woodend, Oxford, Rangiora, ~~and Kaiapoi and Ravenswood~~ Town Centres based on a wide range of business activities and public amenities.
- i) **Business 2** are areas of existing commercial and industrial activity in the District.
- j) **Business 3** provides for the Carter Holt Harvey MDF panel plant at Sefton.
- k) **Business 4** provides for a small existing area of retail and business activity that is located at the southwestern corner of Williams and Carew Streets in Kaiapoi, and the Lilybrook shops on the corner of Percival Street and Johns Road in Rangiora. This also provides for a small area of local community business activity

within the West Kaiapoi Outline Development Plan and the Mandeville Road – Tram Road Mandeville North Outline Development Plan.

- l) **Business 5** is a defined area in Kaiapoi bound by State Highway 1, Smith Street and the Kaiapoi River that provides for trade supplier and large floor plate office activities.

10. Under Chapter 15 Urban Environment, amend Policy 15.1.1.1 as follows:

### Policy 15.1.1.1

Integrate new development, ~~subdivision~~, and activities into the urban environments in a way that maintains and enhances the form, function and ~~amenity values~~ of the urban areas.

#### Explanation

The urban ~~environment~~ covers all the settlements. This includes Rangiora, Kaiapoi, ~~Ravenswood~~, Oxford, ~~and~~ Woodend ~~and Pegasus~~ —~~Ravenswood~~, the beach settlements, ~~the new town of Pegasus~~ and small towns of Ashley, Sefton, Cust, Ohoka and Tuahiwi. The areas zoned as Rural-Residential in the Transitional District Plan are also considered to provide urban environments. These areas are valued as small residential areas in rural settings with the benefit of some urban standard services.

Urban form relates to the manner in which an urban area is arranged around natural features and how it has been shaped by choices in its servicing by roads, open space and other ~~infrastructure~~. Historical choices in the way an area develops commonly leaves legacies for present communities to benefit from, or with which to grapple.

Urban form has a major bearing on how successfully an urban area functions and contributes to its resident's social and economic wellbeing. The form and function of an urban area significantly affects its qualities reflected in its setting, character, and ~~amenity values~~.

The form and function of an urban area affects its ability to fulfil a full range of resident and visitor needs for living, work, economic, social, ~~recreation~~ and educational purposes. How well these needs are met depends in part on:

- a) accessibility to key locations such as the town centre, schools and ~~recreation~~ areas;
- b) the integration of new development into the rest of the urban area through roading layout and traffic management, walking networks, open space links, and the careful use of natural features;
- c) possible conflicts between new residential developments and existing uses nearby; and
- d) the efficient utilisation of ~~infrastructure~~.

Consultation has indicated that the community values, as part of the form and function of the District's urban areas, the following:

- a) all settlements, including main towns, are small compared to Christchurch;

- b) rural setting – all urban areas are separated and surrounded by rural open space;
- c) dominant central community focal point and concentration of business activity in main towns;
- d) easy accessibility to locations within the urban area, to other urban areas within the District, and to Christchurch;
- e) mixed housing densities, with flexibility in some areas to provide for varied housing needs;
- f) absence of high-rise buildings;
- g) generous open space such as parks and reserves;
- h) no heavy industry;
- i) urban services such as reticulated or community sewerage and water, kerb and channelling footpaths and street lighting particularly in the main towns;
- j) a relatively quiet and safe environment when compared with a large metropolitan area; and
- k) cycleways

These characteristics provide high quality living and working areas.

This policy seeks to maintain and enhance the form and function of urban areas in order to promote sustainable management of natural and physical resources of the District's urban environment.

11. Under Chapter 15 Urban Environment, amend Objective 15.1.2 as follows:

### Objective 15.1.2 Role of Key Activity Centres

Recognise the role of the Key Activity Centres at Rangiora and Kaiapoi, and the emerging Key Activity Centre in North Woodend (Ravenswood), as significant concentrations of business activities with key transport, cultural and community infrastructure in a way that:

- a) strengthens the Business 1 Zones of Rangiora and Kaiapoi, as the primary employment and civic destinations;
- b) recognises the emerging Key Activity Centre at North Woodend (Ravenswood) that provides opportunities for Key Activity Centre activities and avoids significant retail distribution effects on existing Key Activity Centres in Rangiora, Kaiapoi and Belfast/Northwood;
- ~~bc)~~ identifies the role of local retail centres as providing convenience retail functions appropriate within the zone to which they are located;
- ~~ed)~~ acknowledges the Business 1 Zones of Woodend, ~~North Woodend~~, Pegasus and Oxford, that provide for a similar range of activities to the Key Activity Centres at a size sufficient to provide for the needs of those communities; and,
- ~~de)~~ provides for limited retail activities within Business 2 Zones that are supportive of the Key Activity Centres.

12. Under Chapter 16 Business Zones, amend Environmental Results Expected preface as follows:



# Business Zones

## Environmental Results Expected

The following environmental results are expected from the implementation of the objectives, policies and methods of Chapter 16 Business Zones.

### Business 1 Zone (Rangiora and Kaiapoi):

- a) Building position and orientation determined by its proximity to the road frontage and its relationship with public open space.
- b) Location of car parking to the rear or side of a building or buildings and not adjacent to any principal shopping street.
- c) Building design measured by façade modulation, building height and avoidance of blank walls.
- d) Town centre public parking facilities are located within convenient walking distance of main destinations.
- e) Pedestrian connectivity between buildings, sites, and public open space, and including parking areas.

### Business 1 Zone (Ravenswood):

- a) Development into an attractive, high-quality, and pedestrian-oriented town centre over time.
- b) Building position and orientation determined by its proximity to roads, internal vehicular and pedestrian linkages and the principal shopping street frontage and its relationship with public open space.
- c) Building design measured by façade modulation, activation of front façades, and minimisation of blank walls to create a high quality urban environment.
- d) Safe access to and across the adjacent road network with reference to future transport patterns.
- e) Safe, integrated, and convenient pedestrian connectivity between buildings, sites, and public open space, including parking areas, for people of all ages and abilities.
- f) Establishment of a principal shopping street and prominent town square/reserve as key elements of the character and amenity of the new town centre.
- g) Parking and loading facilities are located and designed in a manner that does not detract from the streetscape or impair pedestrian access.

### Business 1 Zone (Oxford):

- a) Location of car parking to the rear of a building or buildings for sites with road frontage identified by Figure 31.3.
- b) The size and scale of new buildings complement existing building.
- c) Buildings contribute to a quality streetscape and have active frontages.

### Business 5 Zone:

- a) A range of trade supplier and large floorplate office activities.
- b) Other retail activities limited to those that support the functions served by trade supplier and large floorplate office activities, including food and beverage outlets; that do not have the potential to compromise the role and function of

Kaiapoi ~~and~~, Rangiora, and North Woodend (Ravenswood) town centres as the dominant location and focal point for business activity.

- c) A zone ~~environment~~ with large scale buildings providing for activities requiring large areas of floorspace, outdoor storage and parking/manoeuvring.
- d) Employment and retailing benefits to the District in a manner that is compatible with the form and function of other Business Zones.
- e) Efficient and effective connections to the ~~strategic road~~ network.
- f) Integration of public open spaces within and beyond the zone, including walkways, cycleways and reserves.
- g) Common parking areas serving compatible activities.

13. Under Chapter 16 Business Zones, amend the Reason for Issue 16.1 as follows:

### Issue 16.1

The potential reduction in the ability of the District's communities to efficiently and conveniently provide for their needs if the requirements of businesses, arising from changing business trends, cannot be met within the District.

### Objective 16.1.1

Maintain different zone qualities which provide opportunities for a range of business development appropriate to the needs of the business community, residents and visitors while sustaining the form and function of the urban environments.

### Policy 16.1.1.1

Recognise and provide for several Business Zones with different qualities and characteristics which meet the needs of people, businesses and community expectations while:

- a) providing for the needs of the business community, residents and visitors;
- b) sustaining the form, function and accessibility of the urban environments;
- c) enhancing the amenity and character of buildings and public open spaces within the town centres;
- d) facilitating private and public services, facilities and activities;
- e) avoiding loss of social, cultural, administrative, and business activities to elsewhere in the towns, the district or to Christchurch;
- f) ensuring an effective and efficient business sector by concentrating activity;
- g) avoiding or remedying any adverse environmental effects on surrounding Residential and Rural Zones; and
- h) ensuring the town centres remain and provide the dominant location and focal point for business, social, cultural, and administration activities.

### Reason

The Business 1 Zone covers the Rangiora, Kaiapoi, Oxford, Woodend, Pegasus, and Ravenswood town centres ~~and Ravenswood and; with Rangiora and Kaiapoi,~~ defined as the key activity centres, and North Woodend (Ravenswood) as an emerging key activity centre for business, social, community, cultural and administration activity for those towns. The Policy requires that they remain the dominant location and focal point for these activities.

The Business 1 Zone is **also** a significant community resource reflected in its day-to-day use by the community. These activities require a quality, functional, well designed **environment** to help ensure the on-going sustainability and vitality of the town centres.

The Business 2 Zone covers those industrial and commercial areas which are characterised by large-scale buildings, low density of development and industrial type activities. These areas range from the pockets of business activity such as in Newnham Street in Rangiora, or the Kaiapoi Mill, to larger industrial enterprises such as sawmills and engineering works at Ohoka Road, or mixed commercial and industrial activities at Southbrook.

Activity and development standards for the Business 2 Zone reflect the predominantly industrial environments and outcomes which exist and are enabled in the future. While it is generally inappropriate for the purposes of the Resource Management Act 1991, to distinguish between different types of activity in any zone, performance standards in the Business 2 Zone seek to discourage those activities which may potentially give rise to significant pedestrian movements between land uses and for which the roading layouts and environments in this zone are unsuited.

Retailing in the Business 2 Zone is intended to cater for such activities with potential environmental effects unsuited to a town centre location, or which are conducted in conjunction with a primary activity. New development which contains retailing will be assessed to ensure that significant adverse effects on the town centres are avoided, remedied or mitigated. The District Plan's provisions are not intended to stifle economic growth, prevent trade competition, or to promote the use and development of poorly located, managed or designed commercial or industrial activities by restricting new activities elsewhere. Such an outcome as this could reduce community choice, convenience and the range of locally available services and facilities.

The Business 3 Zone recognises a unique **environment** in one ownership near Sefton where an integrated timber-based **industry** operates with **site**-specific environmental effects.

The Business 4 Zone provides for activities existing at 20 June 1998, and limited future expansion of retail and business activities with similar effects on the southwestern corner of Williams and Carew Streets in Kaiapoi (District Plan Maps 104 and 105), and the Lilybrook Shops on the corner of Percival Street and Johns **Road**, Rangiora (District Plan Maps 113 and 117). This zoning recognises the commercial zoning that these sites enjoyed under the Transitional District Plan. The Business 4 Zone also provides for a local community business zone at West Kaiapoi (District Plan Map 104) and within the Mandeville North settlement (District Plan Map 182).

The Kaiapoi Business 5 Zone provides for trade supplier and large floorplate office activities in a distinct area at Kaiapoi bound by State Highway 1, Smith Street and the Kaiapoi River. The zoning recognises the unique locational characteristics of the area, opportunities for enhanced connectivity with road, pedestrian, cycle and reserve networks, and suitability for the development of space extensive activities not easily located within the Kaiapoi Town Centre.

The Business 1 Zones at ~~Pegasus and Ravenswood~~ enables the development of convenient and attractive commercial and community centres for the newly developing town ~~of Pegasus and community~~ of Ravenswood, providing an emerging Key Activity Centre, which differs in urban form from the older character centres of Rangiora and Kaiapoi. The area of the "Town Centre" in Pegasus is limited in size to encourage the grouping of community buildings, local shops and other commercial activities within a compact and identifiable centre, providing the social and business focus for this town. ~~The area of Business 1 Zone at Ravenswood is limited in size and intended to provide a focus for local shopping and community activities.~~ The Business 2 Zone at Ravenswood will provide the opportunity for more substantial business and employment activities to increase the economic self-sufficiency of the District.

CROSS REFERENCE: Policies 12.1.1.1, 12.1.1.4, Policies 16.1.1.3 to 16.1.1.11

14. Under Chapter 16 Business Zones, amend Issue 16.1 Methods as follows:

### Methods

#### District Plan Zones 16.1.1.1.1

Zoning of Business 1, 2, 3 and 4 and the identification, on the Outline Development Plan for Pegasus, of a "Town Centre," ~~and at Ravenswood of a small local village centre.~~

Zoning of a defined area in Kaiapoi as Business 5 for trade supplier and large floorplate ~~office~~ activities.

15. Under Chapter 16 Business Zones, amend Policy 16.1.1.3 as follows:

#### Policy 16.1.1.3

Provide for development and activities within the Business 1 Zones of Kaiapoi, Rangiora, ~~Ravenswood~~ Pegasus, and Woodend where the following characteristics of the Zone are observed:

Location	<ul style="list-style-type: none"> <li>- Defines the town centres of Kaiapoi, Rangiora, <del>Ravenswood</del> Pegasus, and Woodend</li> <li>- Redevelopment and intensification opportunities within Kaiapoi, Rangiora and Woodend</li> <li>- Compact, including medium to high building density</li> </ul>
Pedestrian focus on main shopping streets	<ul style="list-style-type: none"> <li>- Interconnected network of public car parking, pedestrian areas, lanes and footpaths</li> <li>- Public open spaces</li> </ul>

	<ul style="list-style-type: none"> <li>- High level of safety, taking into account Crime Prevention Through Environmental Design (CPTED) principles</li> <li>- Buildings and businesses directly accessed from the street, lanes and public spaces</li> <li>- Verandahs and covered shopping areas</li> </ul>
Vehicle focus	<ul style="list-style-type: none"> <li>- Provision for car parking, private and public</li> <li>- Interconnected network of roads, car parking, pedestrian areas, footpaths, lanes and public spaces</li> <li>- Public off-street parking</li> <li>- Little on-site parking (<u>except at Ravenswood where on-site parking will be provided</u>)</li> </ul>
Amenities	<ul style="list-style-type: none"> <li>- Landscaping, plantings and public open spaces</li> <li>- Street and pedestrian treatments, including street furniture</li> <li>- Lighting, taking into account Crime Prevention Through Environmental Design (CPTED) principles</li> <li>- Minimal odour</li> <li>- Low level noise</li> <li>- Signage mostly small scale</li> <li>- Public facilities</li> <li>- <u>Prominent town square/reserve and a principal shopping street at Ravenswood as key elements of the character and amenity of the new town centre and for the provision of reserve space for the wider development</u></li> <li>- <u>Strong linkages between public open spaces and retail activities at Ravenswood</u></li> </ul>
Parking	<ul style="list-style-type: none"> <li>- Public off-street parking</li> <li>- Limited private off-street parking for sites without frontage to a <u>principal shopping street (not applicable at Ravenswood)</u></li> </ul>

	<ul style="list-style-type: none"> <li>- <u>Accessible off-street parking areas within Ravenswood that are integrated with surrounding land use</u></li> <li>- Limited duration on-street parking</li> <li>- <u>Public parking</u> pedestrian connections with footpaths, lanes and public spaces</li> <li>- Cycle parking</li> <li>- Access to loading facilities</li> </ul>
<p>Built environment and built form</p>	<ul style="list-style-type: none"> <li>- Defined building heights, predominantly two storey</li> <li>- Absence of setbacks on identified streets and limited setbacks on other streets</li> <li>- Mostly continuous business display frontages on primary shopping streets</li> <li>- High intensity of use from the street <u>or public open space</u> side</li> <li>- Historic buildings and settings defined by <u>heritage values</u> within Kaiapoi, Rangiora and Woodend</li> <li>- Mostly older buildings on main shopping streets, with the exception of <u>Ravenswood and</u> Pegasus</li> <li>- New buildings sympathetic to existing built form and building styles</li> <li>- Functional and adaptable buildings developed individually or as part of a comprehensive business development</li> <li>- In <u>Ravenswood and</u> Pegasus, new buildings and development within a defined commercial area</li> <li>- In the commercial centre of Pegasus, no building <u>setback</u>, with development required to be along the full street <u>frontage</u> with verandahs</li> <li>- In the outer commercial area of Pegasus, building <u>setback</u> is required</li> <li>- <u>Dwellinghouse</u> development within Kaiapoi, Rangiora, <u>Ravenswood</u>, and Woodend located only at upper floor levels</li> </ul>

Distribution of floorspace	- Largest total area of retail, <del>office</del> , administrative floorspace in each town
Function	- Community focal point for <ul style="list-style-type: none"> <li>- government services</li> <li>- professional services</li> <li>- <del>office</del>/finance</li> <li>- retail</li> <li>- emergency services</li> <li>- household services</li> <li>- an area with safe, convenient, pleasant, attractive environments where people can enjoy extended visits to gather, socialise, and do business</li> </ul>

### Reason

The Business 1 Zones are located within the centre of the District's main towns and provide the dominant focal point for the business sector for the towns and their surrounding areas including the Rural Zones. The dominant activities that occur in the town centres are business, retail, administrative, recreational, entertainment and service orientated. The amenity, environmental quality and built form of the town centres arises from the appropriate management of buildings and public spaces, including the transport network as well as the mix of activities that locate there. Policies 16.1.1.3 and 16.1.1.4 recognises and provides for the role of the town centre as the focal point for the community and seeks to ensure town centre amenity, built form design and environmental standards that are compatible with business, retail, and service activities while at the same time providing a pleasant, attractive, and safe environment for the community.

CROSS REFERENCE: Policies 12.1.1.1 and 12.1.1.4, 15.1.1.1 and 15.1.1.3."

16. Under Chapter 16 Business Zones, amend Policy 16.1.1.5 as follows:

#### Policy 16.1.1.5

Provide for dwellinghouse development within the Key Activity Centre areas of Rangiora and Kaiapoi, ~~and the emerging Key Activity Centre at North Woodend (Ravenswood), and the~~ Woodend and Oxford Business 1 Zones, that:

- a) ensures business activities are predominant within the site and across the zone;
- b) locates above buildings used for business activities to maximise ground floor business space; and
- c) achieves high levels of amenity, including mitigation of reverse sensitivity effects between business and residential activity.

17. Under Chapter 16 Business Zones, amend Policy 16.1.1.9 as follows:

### Policy 16.1.1.9

Provide for trade supplier and large floor plate ~~office~~ business activities in the Kaiapoi Business 5 Zone in a way that:

- a) achieves integrated and comprehensive development;
- b) limits ancillary retail activities and food and beverage outlets;
- c) avoids establishment of, and the ability to establish, retail activities with a character and function provided for or anticipated by the Business 1 and 4 Zones;
- d) provides links to public open spaces including walkways, cycleways and roads
- e) avoids or mitigates adverse effects on:
  - the safety, capacity and efficiency of the ~~road~~ hierarchy, including the ~~State Highway~~ network;
  - recreational and ecological linkages; and
  - the amenity of the ~~adjoining~~ Rural and Residential Zones.
- f) achieves high standards of visual amenity;
- g) avoids attracting bird species which constitute a hazard to aircraft; and
- h) the following characteristics of the Kaiapoi Business 5 Zone are observed:
  - i. location
    - physically contained by the strategic/~~arterial road~~ network and the Kaiapoi ~~River~~
    - adjacent to pedestrian and cycle linkages associated with public reserves and the Kaiapoi River
    - at the urban ~~boundary~~
    - acts as a western gateway to Kaiapoi
  - ii. amenities
    - landscaping – high standard along ~~road~~ and zone boundaries and within open-air parking areas
    - public pedestrian connections and spaces
    - stormwater management contributing to visual amenity
    - lighting in accordance with Crime Prevention Through Environmental Design (CPTED) principles
    - signage – of a scale compatible with built form
    - dominated by large building footprints and outdoor storage areas
    - ambient noise level influenced by ~~strategic road~~ network
  - iii. built ~~environment~~ and built form
    - buildings that may be visually dominant
    - purpose built for business activities
    - areas of car parking, landscaping and open space, including stormwater management and public reserves
  - iv. transport
    - close proximity and safe and efficient access to ~~strategic road~~ network
    - parking – off street, including communal parking areas
    - good accessibility from Kaiapoi, ~~North Woodend (Ravenswood)~~ and Rangiora
    - limited and defined entry and exit points
  - v. distribution of floorspace
    - dominated by trade supplier and large floor plate ~~office~~ activities
    - limited food and beverage outlets



- extent of floorspace governed by ~~structure controls~~, car parking, landscaping, ~~infrastructure~~ and amenity requirements
- vi function
  - ~~retail activity~~ limited to that which reinforces the strategic objectives and policies of the District in respect of the distribution of business activity.
  - trade supplier and large floor plate ~~office~~ activities that, because of the function and scale, are not readily or appropriately located in the Kaiapoi town centre.
  - an area with moderate to high amenity given its function, location, taking into account the overall layout and position and external appearance of buildings, car parking, traffic movements, open space, and perimeter treatments.

18. Under Chapter 16 Business Zones, amend Section 16.1.4 as follows:

### Principal Reasons For Adopting Objectives, Policies and Methods 16.1.4

Recognising a need for, and providing, a framework of Business Zones is necessary to enable the development of locations for activities within which different activity and development standards can constrain adverse effects. This framework is also a necessary and appropriate technique for promoting positive effects and benefits for activities that wish to exercise location choices based on environmental qualities.

Specifying the characteristics of the different zones provides certainty about expected environmental outcomes based on a past pattern of development. It is a device for relating resource use choices to locational outcomes without adversely affecting the present urban fabric, and form of the urban areas. In that way, it promotes efficiencies in resource use whereby past investments with an economic life are continued to be used in an efficient way.

The compact nature of the Business 1 Zones provides significant options for enhancing and expanding the intensity and range of activity within the whole zone. Enabling sustainable business, social and community use and development in these centres will enable the efficient utilisation of the considerable public investment in both ~~infrastructure~~ and services. It will reinforce the roles of the town centres as strong physical focal points within the District. There is an opportunity to reverse the trend towards loss of commercial, social and employment activities from the District to Christchurch and the Business Zones can play an important part in achieving this.

Benefits to residents and visitors will arise from appropriate siting of businesses where they are linked within the zone to the traditional shopping streets such as High or Williams Streets. Promoting a co-ordinated and integrated Business 1 layout will create efficiencies in use of ~~land~~; a zone that is convenient and safe for pedestrian activity, and that enables sufficient provision of public amenities and open spaces, will sustain the role of the Business 1 Zone as a dominant community focal point.

The Business 1 Zone in the newly developing town of Pegasus provides the opportunity for the development of a small local business and community centre within that town. The town has the ability to grow to sufficient size to support a range of commercial and community activities and facilities. The identification of a town centre at an early stage in the development of the town is necessary to enable the development of an integrated community which is not completely dependent on business areas outside of the town for social and business services and facilities.

The ~~small~~ Business 1 Zone at Ravenswood will ~~fulfil a similar function~~. enable the development of a new town centre and the district's emerging third Key Activity Centre... North Woodend (Ravenswood). Located immediately next to State Highway 1 and connected to the proposed Northern Motorway for Christchurch, the town centre has the ability to grow to a sustainable size, thereby providing an opportunity for the District to reverse some of the identified loss of commercial, social, and employment activities to Christchurch. The Ravenswood town centre occupies flat land served by infrastructure and comprising large parcels of land. Its urban form with expansive land parcels complements the older character centres of Rangiora and Kaiapoi, with their closely subdivided land use patterns. Ravenswood will deliver a comprehensively planned centre whose development is integrated through the North Woodend (Ravenswood) Outline Development Plan 158A and resource consent assessment matters.

The demand for additional Business 2 Zoned land is less apparent. In all towns much of the land zoned for commercial and industrial activity before notification of this District Plan was poorly utilised, at low densities of development, and with considerable spare capacity for its use.

The Business 2 Zones are not all compact. Development proposals in these zones will need to consider opportunities that will confer benefits of convenience and efficiency. In some cases the location of sites alongside strategic and arterial roads may be an advantage for locating vehicle orientated large developments. The Business 2 Zone at Ravenswood is compact and has been located alongside the strategic road network to cater for larger business developments and will complement the ~~smaller business~~ Business 1 zones provided at Woodend, Pegasus and Ravenswood.

Where a Business 2 Zone adjoins or is near to a Residential or Rural Zone, then the effects of the activities in the Business 2 Zone should be controlled so that the environmental standards of the residential and rural land uses are not adversely affected. Effects of signage and noise are not generally confined to within the Business Zone boundary.

The Business 4 Zone enables site-specific areas of existing retail and business activity located outside of the Kaiapoi and Rangiora town centres. The effects of activities are known for those already developed, including those impacting on adjoining residential areas. Activity and development standards constrain the scale and nature of possible future effects. A specific policy and rule framework exists for the Business 4 Zone in West Kaiapoi and the Business 4 Zone in Mandeville North to ensure suitable scale and characteristics of any development within the zone and with regard to Mandeville North to recognise community desires.

The Kaiapoi Business 5 Zone enables trade supplier and large floor plate office activities located on the urban edge of Kaiapoi within a defined site that exhibits characteristics suitable for the establishment of such activities. The effects of large format developments are well known, where located outside of the District. It is necessary for the location of the Kaiapoi Business 5 Zone and the controls placed on that Zone to control these effects to ensure other zones ~~and~~, land uses and the role of Key Activity Centres are not adversely affected.

19. Under Chapter 18 Constraints on Development and Subdivision, amend Policy 18.1.1.1 as follows:

### Policy 18.1.1.1

Growth and development proposals should provide an assessment of how:

- the use, development, or protection of natural and physical resources affected by the proposal will be managed in a sustainable and integrated way; and
- the adverse effects on those resources and the existing community will be avoided, remedied, or mitigated.

In particular, proposals should not be inconsistent with other objectives and policies in the District Plan, and show how and the extent to which they will:

- a) protect areas of significant indigenous vegetation and habitats of indigenous fauna including vegetation and habitat sites listed in Appendix 25.1;
- b) protect the outstanding landscape area as defined in the District Plan Maps;
- c) avoid or mitigate natural hazards including:
  - flooding as defined in the District Plan Maps,
  - flooding from the Waimakariri or Ashley/Rakahuri Rivers,
  - seismic conditions including the potential for liquefaction and amplification effects,
  - damage from the sea, including erosion, storm and tsunami, and
  - land instability;
- d) protect the life supporting capacity of soils;
- e) maintain and enhance the environmental characteristics of adjoining zones, and the environment of the zone within which the proposal is located, as set out in Policies 14.1.1.2, 14.1.1.3, 14.1.2.1, 15.1.1.1, 16.1.1.1, 16.1.1.3, 16.1.1.4, 16.1.1.5, 16.1.1.6 16.1.1.8, 16.1.1.9, 17.1.1.2, 17.1.1.3 and 17.1.1. 5;
- f) retain the rural environment between Residential 4A and 4B Zones, between the Rangiora, Kaiapoi, Woodend, Pegasus and Oxford urban areas, and other Residential 3 Zones; between any rural intensive development opportunities and villages within Maori Reserve 873; and between Kaiapoi and the Christchurch City boundary;
- g) provide access to and along rivers, open spaces and reserves;
- h) maintain and enhance the form and function of the District's towns;
- i) avoid or mitigate significant adverse effects on the form and function of the Business 1 Zones including its role as a dominant community focal point within the ~~four~~ District's main towns;
- j) avoid noise sensitive activities within the 50 dBA Ldn airport noise contour for Christchurch International Airport as defined in this Plan, with the exception of those areas within Kaiapoi defined in Chapter 6 of the Canterbury Regional Council, Regional Policy Statement;

- k) provide infrastructure for services and roading in a manner consistent with this District Plan;
- l) ensure the efficient and effective integration of any new infrastructure into the existing network, or ensure the efficient and effective ongoing working of a stand-alone system;
- m) avoid or mitigate potential adverse effects from sites and facilities using, storing, and/or disposing of hazardous substances;
- n) protect groundwater quality and quantity;
- o) protect surface water quality and quantity;
- p) protect wahi taonga;
- q) avoid adverse effects on heritage sites and protect those sites listed in Appendix 28.1;
- r) avoid adverse effects on significant plants and protect those notable plants listed in Appendix 29.1;
- s) avoid adverse effects on the Business 3 Zone;
- t) provide for efficiency in energy use;
- u) enable local communities to be more self-sustaining;
- v) affect the demand for transport;
- w) provide choice in transport mode, particularly modes with low adverse environmental effects;
- x) avoid or mitigate for adverse impacts on the habitat of trout and salmon; and
- y) recognises the historical and cultural associations of Ngai Tuahuriri with the land in Maori Reserve 873 to provide for residential development opportunities for the original grantees and their descendants.

20. Under Chapter 18 Constraints on Development and Subdivision, add Policy 18.1.1.12 as follows:

### Policy 18.1.1.12

Provide for development within the emerging Key Activity Centre at North Woodend (Ravenswood) that:

- a) is developed at a scale that ensures that the role and functions of the Rangiora and Kaiapoi Key Activity Centres are maintained;
- b) provides a focal point for a wide range of retail, commercial, service and community activities, as well as employment opportunities;
- c) ensures an attractive, compact and cohesive town centre with a unique sense of identity and a high quality of design, that is integrated with surrounding land uses and adjoining residential areas and public open space;
- d) enables larger floorplates and car parking that achieves efficient utilisation of town centre land, recognising the role and function of North Woodend (Ravenswood) as an emerging Key Activity Centre, whilst creating and maintaining a high level of amenity in the centre;
- e) is planned, integrated and co-ordinated in accordance with the North Woodend (Ravenswood) Outline Development Plan shown in District Plan map 158A and its associated text to provide:
  - i. a principal shopping street and town square/reserve as a focal point for activity in the Ravenswood town centre within a pedestrian focussed environment;

- ii. high quality, attractive and engaging streetscapes that reinforce the function of streets, enhance amenity and accessibility of the town centre, and maximise integration with building frontages;
- iii. public open spaces which enhance connectivity;
- iv. a legible and highly connected network of well-designed roads, internal vehicular and pedestrian linkages and the principal shopping street, public open spaces, and crossing points that provide high levels of access, are responsive to surrounding activities, and include at least one north-south connection between Bob Robertson Drive and the Taranaki Stream corridor;
- v. supports safe connection between the site and Bob Robertson Drive, Garlick Street and Aitkin Street the future function of those roads;
- vi. provision of a connected network of walkways and cycleways that promotes walking and cycling as a means of travel:
  - a. within the Business 1 zone;
  - b. between developments along Bob Robertson Drive;
  - c. linking the Business zone land to the Taranaki Stream;
  - d. linking the residential neighbourhoods of Ravenswood and Woodend to the town centre;
  - e. linking with pedestrian desire lines through car parking areas.
- vii. identifies opportunities for Environment Canterbury/Metro to provide public transport services and infrastructure in the locations identified on the Outline Development Plan as passenger demand grows.

### Explanation

The rapidly increasing population in the District results in a need for a new town centre as a place of commerce and community, creating opportunities for business and employment required by a growing population. This is also stipulated at the regional level with the requirement of a Key Activity Centre in the Woodend/Pegasus area. The areas of the Business 1 Zone have the capacity to provide for growth without conflicting with the sustainable management purpose of this District Plan. The District Plan recognises the changed resource management expectations that the community holds for this area and the changes in amenity values and environmental qualities that will result from urban uses and development. The District Plan provides for the full and comprehensive development of this new urban area to accommodate the expanding economic needs of the District.

The District Plan provides for North Woodend (Ravenswood) to develop as an important economic centre and community focus within the District. This is based on the following factors:

- Ravenswood is situated with regard to access to State Highway 1 and to the location of other centres of settlement (such as Woodend, Rangiora, Kaiapoi and Pegasus) to provide for some of the substantial population growth anticipated in the District over the next 20 years;
- the land available for the development of the town is of sufficient size to enable the long term efficient and cost-effective provision of utilities, social services and facilities, in a way that avoids adverse effects on the health, safety and quality of the surrounding communities; and
- the development of a new town centre at Ravenswood will assist in providing economic opportunities in the District that match the growing population of the District and reduce dependence on Christchurch for retail, commerce, and employment needs; and

- a flexible approach is required to allow Ravenswood to transition as its various land use activities and built form respond to the market and community's needs at various stages of development.

The nature and extent of urban development at Ravenswood town centre has been determined by five main factors:

- the large parcels of land which enable a comprehensive approach to development;
- the location between the growing communities of Ravenswood, Pegasus, and Woodend and its proximity to State Highway 1;
- the qualities and character of the landscape values of the site and rural surrounds;
- the desire to create a modern centre of commerce and community with a strong sense of identity and character;
- the opportunity to create an environment for economic activities yet to establish in the District.

The above policy governing the nature and extent of urban development at Ravenswood has been based on these factors.

## Methods

### District Plan Zoning 18.1.1.12.1

Provide Business 1 and 2 Zones within the Ravenswood town centre by inclusion in the District Plan Maps.

### District Plan Rules 18.1.1.12.2

Standards for subdivision.

Standards for site development and land uses.

Design-related assessment criteria to manage the scale and location of urban development within the town centre.

Requirements relating to the layout and development of land uses, roads, internal vehicular and pedestrian linkages and the principal street, reserves, community facilities and town centre, based on the Outline Development Plan for North Woodend (Ravenswood).

### Engineering Code of Practice 18.1.1.12.3

A set of engineering standards developed by the Waimakariri District Council for roads, domestic water supply and sewerage.

### Financial and Development Contributions 18.1.1.12.4

Rules requiring money or land for purposes set out in Chapter 20: Financial Contributions and Chapter 34: Financial Contributions – Rules or in Waimakariri District Council's Development Contribution Policy.

### Liaison with Developers 18.1.1.12.5

To liaise with the developers of Ravenswood regarding the long-term ownership and management of the utility services, reserves, community facilities and conservation areas within North Wooded (Ravenswood).

### Liaison and Consultation 18.1.1.12.6

With the developers of Ravenswood, Ngai Tahu and Ngai Tuahuriri, community groups, government agencies and environmental groups about potential enhancement works and community initiatives associated with the development of Ravenswood.

21. Under Chapter 18 Constraints on Development and Subdivision, amend Section 18.1.2 as follows:

### Principal Reasons For Adopting Objectives, Policies and Methods 18.1.2

The Council has a function under the Resource Management Act 1991 „to prepare resource management proposals to “...achieve integrated management of the effects of the use, development, or protection of land and associated natural and physical resources of the district” (section 31(a)). As well, the Council has the function to “...control any actual or potential effects of the use, development, or protection of land” (section 31(b)). These functions can be carried out to give effect to promoting sustainable management of resources, subject to addressing both matters of national importance and other matters set out in sections 6, 7 and 8 of the Resource Management Act 1991.

For the Council, these responsibilities are to be carried out in a district undergoing significant growth and development. The rate and nature of change brings particular focus to parts of the Regional Policy Statement in relation to the District.

The Regional Policy Statement also requires District Councils in the preparation of plans to consider making provision for certain regional issues. Issues and outcomes sought at the regional level relevant to this District’s growth are particularly related to water, settlement, energy, transport and natural hazards.

This chapter of the District Plan seeks to address some of these regional issues. It also sets out the local circumstances which the community and Council believe should limit choices for future growth and development, particularly in relation to existing settlements.

Over the last 10 years the District has been subject to significant growth and development. This has been based on residential growth, and intensification of land use, in the town and also in the rural areas. Analysis suggests this pattern of continuing change will be a feature for the next planning period.

One feature of the growth has been the desire by many people to create environments, and to provide for their social and economic wellbeing, in a diverse manner. Land use and settlement options set out in Transitional Plans have not provided well for the choices now wishing to be exercised. The demand for choice and flexibility in living, working and social environments is a product of larger demographic, social, economic, and political forces at work in the community. It is flexibility of resource use options, and the management and protection those local matters and circumstances consistent with Part 2 of the Resource Management Act 1991, that will provide a sustainable future for the District.

Policy 18.1.1.1 provides for change by allowing landowners to identify sites and circumstances where existing plan provisions no longer provide for their resource management expectations for land. The Resource Management Act 1991 allows private requests for changes to plans. The Council considers that this policy is an effective approach to growth and development. It is focused on the promotion of sustainable management. It will allow each plan change proposal to be argued on its individual merits rather than require the District Plan to anticipate the type of development, its location, and effects, for the next 10 years.

The Council has chosen for the District Plan not to allocate choices between landowners in terms of land use. The policy does set out those local environmental matters that proponents of change must address; the choices for environmental outcomes belong to the District Plan, not the landowner. This fits with the purpose of the Resource Management Act 1991, and the Council's functions. It ensures that, in relation to the biophysical and social make-up of the District, future resource management options are tested against statutory and local matters that underpin sustainable management of natural and physical resources.

Policy 18.1.1.2 seeks to retain the ability to view Mount Grey/Maukatere from Lineside Road. It is recognised by the community as being a significant view that should be safeguarded. It is recognised that it is not appropriate to require the maintenance of a view shaft to hill along the total length of Lineside Road. Changes in vegetation will mean that there will always be sections of the road from which you cannot see Mount Grey/Maukatere. However, changes to views can be considered as part of assessing the effects of activities and landowners can be encouraged to respect community concerns.

Policy 18.1.1.3 requires specific consideration of effects between zones when a new or extended zone is proposed. It is necessary and appropriate for consideration of effects arising from the creation of new physical, social and economic relationships. Each new proposal will create some effects; the policy requires assessment of inter-zone impacts.

Policy 18.1.1.4 address the effects of the subdivision and development of land to the south and west of Kaiapoi. This policy makes reference to particular values which have been identified as important to the community. The policy anticipates future adverse effects on the form and functioning, and character, of Kaiapoi if no resource management choices are specified. Addressing the community's concerns at the time of any rezoning of this land or at the time of considering any applications for urban use is consistent with the Council's functions. It is appropriate because non-statutory limitations on growth through limiting the provision of services, utilities, and facilities, may not effectively prevent continued south and westward growth. That future may not be sustainable; it would create inefficiencies in service provision, and take development into an area of known flood hazard.

Policies 18.1.1.5 to 18.1.1.9 set limits to the growth of some small rural towns. The policies:

- maintain the settlements at a scale favoured by residents;
- pay particular regard to issues relating to maintaining the natural character of the coastal environment;
- limit new development in areas of coastal and flood hazard;



- maintain an area around each town based on rural environment characteristics; and
- restrict demands on public utilities and retains cost-effective services.

The policies appropriately limit resource management choices in a way consistent with Part 2 of the Resource Management Act 1991.

Policy 18.1.1.11 provides for the development of a new town for approximately 5000 people at Pegasus, to the north-east of Woodend. The resource management issues regarding the establishment of this town have been fully considered through statutory planning processes under the Resource Management Act 1991. Providing alternative locations for urban growth within the District enables the landowners to provide for their social and economic wellbeing. It will also enable those people who want to live in a small, cohesive community surrounded by an exceptional natural and cultural environment, to do so in a way which is consistent with the sustainable management purpose of this District Plan. The zoning and associated development standards will enable the land to be efficiently and effectively used for purposes not provided for previously under the existing District Plan.

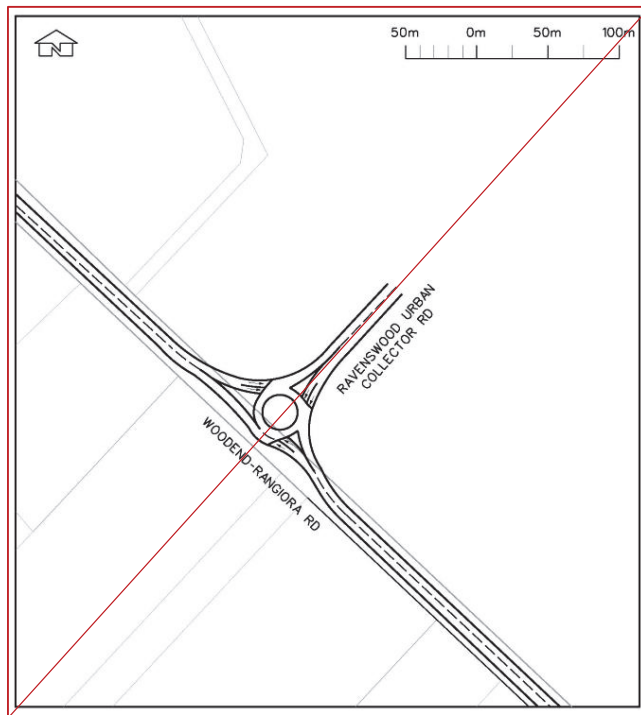
Policy 18.1.1.12 provides for the development of a new town centre and emerging Key Activity Centre at North Woodend (Ravenswood), being a place of commerce and community and creating opportunities for business and employment required by a growing population. The Business 1 zoning, the Outline Development Plan and new rules with design-related assessment matters will allow new business activities to establish while creating a new town of high urban design quality.

22. Under Chapter 30 Utilities and Traffic Management – Rules, delete Rule 30.10.2 and Figure 30.14 as follows:

~~30.10.2 North Woodend Outline Development Plan~~

- ~~a) No access shall be allowed from State Highway 1 to the stormwater treatment area or areas zoned Business 1, Residential 6 or Residential 6A under the North Woodend Outline Development Plan shown on District Plan Map 158 until such time as the roundabout specified under Rule 32.1.1.71(j) in relation to Pegasus is constructed. This access is to be designed to the New Zealand Transport Agency's satisfaction.~~
- ~~b) No access shall be allowed from the Rangiora Woodend Road to the stormwater treatment areas or area zoned Business 1, Residential 6 or Residential 6A under the North Woodend Outline Development Plan shown on District Plan Map 158 until such time as a roundabout is constructed in general accordance with Figure 30.14.~~

~~Figure 30.14: Rangiora Woodend Road Ravenswood Roundabout Design~~



23. Under Chapter 30 Utilities and Traffic Management – Rules, add Rule 30.8.5 as follows:

Within the North Woodend (Ravenswood) Business 1 Zone, any land use that does not comply with one or more of the conditions under Rules 30.6.1.13, 30.6.1.19, 30.6.1.24, 30.6.1.26, or 30.6.1.32, is a discretionary activity (restricted).

In considering any resource consent under Rule 30.8.5, the Council shall, in deciding whether to grant consent, and deciding whether to impose conditions, have regard to the following matters as relevant to the non-compliance:

- a) The extent to which the proposal enables the outcomes set out in the relevant objectives and policies of Chapters 11 and 13 to be achieved;
- b) In relation to Rule 30.6.1.13 - Suitability of the accessway design to provide safe and functional access for the intended vehicle movements;
- c) In relation to Rule 30.6.1.19:
  - i. The effect of vehicle crossing design on the severity and likelihood of conflicts between pedestrians, cyclists and/or vehicles.
  - ii. The number of pedestrian movements and the number and type of vehicles using or crossing the vehicle crossing;
  - iii. Any adverse effects on the safety and/or efficiency of the frontage road arising from use of the vehicle crossing;
  - iv. The speed at which vehicles will be able to enter/exit the site and the effect of this on the safety of pedestrians and other road users;
  - v. Any adverse effects on the safety of pedestrians as a result of length of time required to cross a wider vehicle crossing;
- d) In relation to Rules 30.6.1.24 - Whether the sight line distances are adequate to provide safe ingress/egress, and safety of other road users including

vehicles and cyclists on the frontage road, having regard to the operating speed environment of the road.

- e) In relation to Rules 30.6.1.19, 30.6.1.26 and 30.6.1.32:
- i. Any adverse effects on the efficient and safe operation of the road for all road users arising from the number or proximity of vehicle crossings and/or intersections;
  - ii. Whether the physical form of the frontage road, vehicle crossings and/or intersections, including the length of frontage, will mitigate the adverse effects of the additional vehicle crossing / intersection;
  - iii. Any cumulative effects when considered in the context of existing and future intersections or vehicle crossings serving other activities in the vicinity.

24. Under Chapter 30 Utilities and Traffic Management – Rules, amend Rule 30.9.1 as follows:

Except as provided for by Rule 30.7 or Rule 30.8.5, any land use that does not comply with one or more of the conditions under Rule 30.6.1.1 to 30.6.1.32 or 30.7.1 is a discretionary activity except were it is a non-complying activity under Rule 30.10 or it is exempted by Rule 30.6.2.

In considering any resource consent under Rule 30.9.1, the Council shall, in deciding whether to grant consent, and in deciding whether to impose conditions, have regard to (but not be limited by) the following matters:

- i. financial contributions as set out in Chapter 20: Financial Contributions and Chapter 34: Financial Contributions – Rules; and
- ii. development contributions as set out in Waimakariri District Council's Development Contributions Policy.

25. Under Chapter 31 Health, Safety and Wellbeing – Rules, amend Rule 31.1.1.8 as follows:

In Pegasus and Ravenswood dwellinghouses shall only be located ~~in~~:

- a) in the Residential 6 and 6A Zones and only within the areas shown as “Residential Areas” on District Plan Maps 142 and 158; or
- b) in the Business 1 Zone in the areas defined as “Town Centre – Intensive Business” and “Town Centre – General Business” on District Plan Map 142, and in the “Town Centre – Intensive Business” area shall only be located above ground floor level; or
- c) above ground floor level in the Business 1 Zone area defined on District Plan Maps 158 and 158A.

26. Under Chapter 31 Health, Safety and Wellbeing – Rules, amend Rule 31.1.1.30 as follows:

Any structure in a Business 1 Zone shall not exceed a height of:

- a) 8m in Oxford;

- b) 10m in Pegasus;
- c) 12m in Rangiora and Kaiapoi; and
- d) 15m in Ravenswood and Woodend.

27. Under Chapter 31 Health, Safety and Wellbeing – Rules, amend Rule 31.1.2.10 as follows:

Sites within the Business 1 Zone (Rangiora, Oxford and Kaiapoi and Ravenswood), which share a boundary with a Residential Zone and where that zone boundary is along a road, shall be exempt from Rule 31.1.1.40.

28. Under Chapter 31 Health, Safety and Wellbeing – Rules, amend Rule 31.1.2.11 as follows:

Within the Business 1 Zone (Rangiora, Oxford and Kaiapoi and Ravenswood), the following are exempt from complying with structure height Rule 31.1.1.30:

- a) any decorative feature, steeple, finial, chimney, clock tower, spire or partial storey where located on a building on a corner site, provided that it is located at the road frontage corner and does not exceed 50% of the length of either road frontage.

29. Under Chapter 31 Health, Safety and Wellbeing – Rules, amend Rule 31.5.5 as follows:

The erection of any dwellinghouse at ground floor level within the Key Activity Centre areas at Kaiapoi and Rangiora, and the Business 1 Zone at Kaiapoi, Rangiora, Ravenswood, Woodend and Oxford is a non-complying activity.

30. Under Chapter 31 Health, Safety and Wellbeing – Rules, amend Rule 31.23.2.1 as follows:

Any retail activity located within the Business 2 or Residential 1 and 2 Zones within the Rangiora and Kaiapoi Key Activity Centres is exempt from complying with Rules 31.23.1.8 and 31.23.1.9.

31. Under Chapter 31 Health, Safety and Wellbeing – Rules, amend Rule 31.23.1.2 as follows:

Except as provided for by Rule 31.23.1.1, buildings in the Rangiora and Kaiapoi Key Activity Centre areas shall:

- a) position any on-site car parking to the rear of any building façade. Parking spaces shall not be located between any building and the road frontage;
- b) be landscaped along the length of the road boundary, except where set back less than 2m from the road boundary or where necessary to provide pedestrian and vehicle access;

- c) contain clear glazing to a minimum of 40% and a maximum of 90% of the ground floor frontage for the display of goods and services where facing the road boundary;
- d) contain clear glazing to a minimum of 20% and a maximum of 90% on any upper floor where facing the road boundary; and
- e) include pedestrian access directly from the road frontage

32. Under Chapter 31 Health, Safety and Wellbeing – Rules, add Rule 31.25.4 as follows:

Within the North Woodend (Ravenswood) Business 1 Zone, development is a discretionary activity (restricted). For this rule, development is defined as:

- 1) new buildings;
- 2) town square/reserve;
- 3) internal vehicular and pedestrian linkages, and the principal shopping street (as indicated in ODP158A);
- 4) parking areas; and
- 5) additions to individual buildings greater than 20% of consented Gross Floor Area.

In considering an application for resource consent under Rule 31.25.4, the Council shall, in deciding whether to grant or refuse consent, and in deciding whether to impose conditions, exercise its discretion over the following matters:

- a) the extent to which the proposal demonstrates integration with existing and future development of Business 1 Zone land, including provision of public open space(s), and will enable the outcomes set out in the relevant objectives and policies of Chapters 11, 13, 15, 16, 17 and 18 and in particular Policy 18.1.1.12 to be achieved;
- b) the design and appearance of the development including contribution to architectural quality and amenity values of roads, internal vehicular and pedestrian linkages, principal shopping street or public spaces (including town square/reserve). In particular as to:
  - i. the contribution that buildings make to the attractiveness, legibility, pleasantness, and enclosure of roads, internal vehicular and pedestrian linkages, principle shopping street and public spaces;
  - ii. the maintenance of consistent building lines and legibility of entrances by minimising building setbacks from roads, internal vehicular and pedestrian linkages, principle shopping street and public spaces;
  - iii. in the principal shopping street, locating buildings immediately adjacent to the street;
  - iv. orientation of buildings towards roads, internal vehicular and pedestrian linkages or public spaces;
  - v. architectural details and cladding materials;
  - vi. the minimisation of blank walls with modulation, articulation, and glazing;
  - vii. activation and engagement with roads, internal vehicular and pedestrian linkages, principal shopping street and public spaces;
  - viii. the height and bulk of corner buildings taking into account the scale of adjoining intersections.

- c) the application of the following Crime Prevention Through Environmental Design (CPTED) principles to the design and layout of the development and public spaces:
  - i. passive surveillance of public areas through glazing of building faces, particularly for hospitality and retail activities;
  - ii. safe, coordinated, and legible pedestrian and cycle routes designed to an appropriate dimension, with good visibility and appropriate lighting;
  - iii. avoid fencing in favour of visually permeable soft delineation features;
- d) the provision of verandahs to provide weather protection in areas used, or likely to be used, by pedestrians;
- e) provision of landscaping on sites adjoining public spaces to contribute to the amenity of public spaces;
- f) the provision of car parking and vehicle accesses that achieve efficient utilisation of town centre land in a functional and safe manner, including:
  - i. car parking that is commensurate with parking demand of the proposed land use;
  - ii. through the appropriate consolidation and sharing of parking areas and/or locating car parking to the side or rear of the main entrance façade;
  - iii. inclusion of safe and convenient pedestrian connections between parking areas and buildings;
  - iv. limited vehicular access and egress to parking areas located off the principal shopping street to avoid conflict with pedestrians and support continuous street frontages;
- g) the provision of safe walking, cycling and vehicle access to the road network and to the internal vehicular and pedestrian linkages and principal shopping street, that reflects the context of the surrounding environment (land use and road classification);
- h) the provision of connections for cyclists to the formed or planned cycle infrastructure on Bob Robertson Drive and Garlick Street;
- i) the extent to which the form of the internal vehicular and pedestrian linkages and principal shopping street adhere to the Road Design Attributes for local roads in business zones contained in Table 30.1, and other Council road layout standards, except that for the purposes of Table 30.1:
  - a. requirements for parking lane width and number of parking lanes shall not apply;
  - b. the design attribute for a minimum number of street trees (being 1 per 20m) requires an average spacing of not less than 20m, but does not require that trees be at uniform 20m spacings.
- j) the principal shopping street and activities adjacent to it (where applicable to the application for resource consent) provide a retailing and pedestrian focus, where parking and loading do not visually or physically dominate the area;
- k) a town square/reserve (where applicable to the application for resource consent), which is physically and visually connected to the principal shopping street, and of sufficient size and form to enable a range of community activities and interaction;
- l) the integration of the principal shopping street and town square / reserve;
- m) any cumulative effects of the proposed activity on the urban form matters identified;
- n) integration of future public transport service with the emerging Key Activity Centre and the surrounding environment;

- o) the extent to which practical design considerations apply;
- p) Financial contributions as set out in Chapter 20: Financial Contributions and Chapter 34: Financial Contributions – Rules.

Any application for a resource consent under Rule 31.25.4 which incorporates (where applicable) the indicative elements shown on ODP 158A, shall be considered without the need to obtain the written approval of affected persons in accordance with Section 95 of the Resource Management Act 1991 and shall be processed without notification.

33. Under Chapter 31 Health, Safety and Wellbeing – Rules, insert Rule 31.25.5 as follows:

Retail activity within the North Woodend (Ravenswood) Business 1 Zone which exceeds 25,500m<sup>2</sup> GFA is a discretionary activity (restricted).

For the purposes of this rule, the following definitions apply:

**retail activity** means the use of land and/or buildings or part of a building(s) for displaying or offering goods for sale to the public and includes supermarkets and food and beverage outlets, but excludes trade suppliers.

**trade supplier** means a business engaged in sales to businesses (but may also include sales to the general public) and only consists of one or more of the following categories:

- a) automotive and marine supplier;
- b) building supplier;
- c) farming and agricultural supplier;
- d) garden and landscaping supplier;
- e) office furniture, equipment and systems supplier;
- f) hire services (except hire or loan of books, videos, DVDs and other similar home entertainment items);
- g) industrial clothing and safety equipment supplier; and
- h) catering equipment supplier.

**automotive and marine supplier** means a business primarily engaged in selling automotive vehicles and/or marine craft, and accessories to and parts for such vehicles and craft. It includes suppliers of:

- a) boats and boating accessories;
- b) cars and motor cycles;
- c) auto parts and accessories;
- d) trailers and caravans; and/or
- e) tyres and batteries.

**building supplier** means a business primarily engaged in selling goods for consumption or use in the construction, modification, cladding, fixed decoration or outfitting of buildings. It includes:

- a) glaziers;
- b) locksmiths; and
- c) suppliers of:
  - i. awnings and window coverings;

- ii. bathroom, toilet and sauna installations;
- iii. electrical materials and plumbing supplies;
- iv. heating, cooling and ventilation installations;
- v. kitchen and laundry installations, excluding standalone appliances;
- vi. paint, varnish and wall coverings;
- vii. permanent floor coverings;
- viii. power tools and equipment;
- ix. safes and security installations;
- x. timber and building materials; and
- xi. any other goods allowed by any other definition under trade supplier.

Council's discretion in deciding whether to grant or refuse consent, and in deciding to impose conditions, is limited to the extent to which the proposed retail activity:

- a) Adversely affects the role and function of the Key Activity Centres located in Rangiora, Kaiapoi and Belfast to provide for primarily commercial and community activities and avoids significant retail distribution effects on those centres.
- b) Generates adverse traffic and access effects on the safe and efficient functioning of the access and road network.
- c) Adversely affects amenity values and streetscape of the area.
- d) Enables the community to meet unmet demand for retail activity within the District.
- e) Supports the intended role of the North Woodend (Ravenswood) emerging Key Activity Centre.
- f) Contributes to the vitality of the centre, particularly along Bob Robertson Drive or the principal shopping street.
- g) Promotes the efficient use of land within the centre to achieve a compact urban form.

34. Under Chapter 31 Health, Safety and Wellbeing – Rules, add Rule 31.25.7 as follows:

Within the North Woodend (Ravenswood) Outline Development Plan 158A area:

- a) development within Lot 203 that would occur following the completion of construction of the principal shopping street; or
- b) development of more than 5.4 hectares of land identified as Lot 203; prior to construction of the town square/reserve, is a discretionary activity (restricted). For the purposes of clause (b), the area developed refers to all areas covered by buildings, hardstand, roads or vehicle accessways, parking, or landscape planting, but excludes areas in grass or gravel pending further development.

Council's discretion in deciding whether to grant or refuse consent, and deciding to impose conditions, is limited to:

- a) the effects of the delay in constructing the town square/reserve on the recreational provision and amenity within Ravenswood;
- b) the provision of open space that has otherwise been made within the emerging Key Activity Centre of North Woodend (Ravenswood), including:
  - i. any partial provision of the town square/reserve;
  - ii. any alternative provision of public open spaces that is not identified on ODP 158A; and
  - iii. any temporary provision of public open spaces elsewhere within Ravenswood;



- c) any conditions or other mechanism that will confirm the timing of construction of the town square/reserve; and
- d) any practical or operational reasons why the town square/reserve is not to be constructed in compliance with this rule.

35. Under Chapter 31 Health, Safety and Wellbeing – Rules, insert a new rule 31.26.3

Any building in the North Woodend (Ravenswood) emerging Key Activity Centre is exempt from complying with Rule 31.26.2.

36. Under Chapter 32 Subdivision – Rules, amend Rule 32.1.1.28 as follows:

Subdivision within the following areas shall generally comply with the Outline Development Plan for that area.

- a) The Residential 4B Zone of Mandeville identified on District Plan Maps 91 to 93 and the Mandeville Outline Development Plan on District Plan Map 141.
- b) The Residential 2 and Residential 4B Zones of North Rangiora on District Plan Maps 110 and 111 and the North Rangiora Outline Development Plan on District Plan Map 146.
- c) Southbrook Business 2 Zone identified on District Plan Maps 118 and 119.
- d) East Rangiora identified on District Plan Maps 113, 114 and 117.
- e) West Rangiora (North of Oxford Rangiora Road) identified on District Plan Maps 110 and 112.
- f) West Rangiora (South of Oxford Rangiora Road) identified on District Plan Maps 112 and 116.
- g) East Woodend identified on District Plan Maps 128 and 131 and the East Woodend Outline Development Plan on District Plan Map 153.
- h) Residential 5 Lees Road identified on District Plan Map 140.
- i) Pegasus identified on District Plan Map 142.
- j) Mapleham Rural 4B Zone identified on District Plan Map 147.
- k) North Kaiapoi identified on District Plan Map 156.
- l) The Residential 2 and 4A Zones of North West Rangiora identified on District Plan Map 155.
- m) The Residential 2 Zone Ashley Street – Enverton Drive, North Rangiora identified on District Plan Map 165.
- n) The Residential 2 Zone Northbrook Road Rangiora identified on District Plan Map 157.
- o) The Residential 4A Zone North Eyre Road, Mandeville North on District Plan Map 159.
- p) The Residential 4A Zone Waikuku Beach identified on District Plan Map 161.
- q) The Residential 4A Zone Wards Road, Mandeville North identified on District Plan Map 162.
- r) The Residential 2 Zone Enverton Drive - Ballarat Road North Rangiora identified on District Plan Map 166.
- s) The Residential 7 Zone West Kaiapoi, identified on District Plan Map 164.
- t) North Woodend (Ravenswood) identified on District Plan Maps 158 and 158A, and the accompanying explanatory text.
- u) The Residential 2 Zone East Kaiapoi identified on District Plan Map 163
- v) The Residential 2 Zone Oxford Road West Rangiora identified on District Plan Map 168.

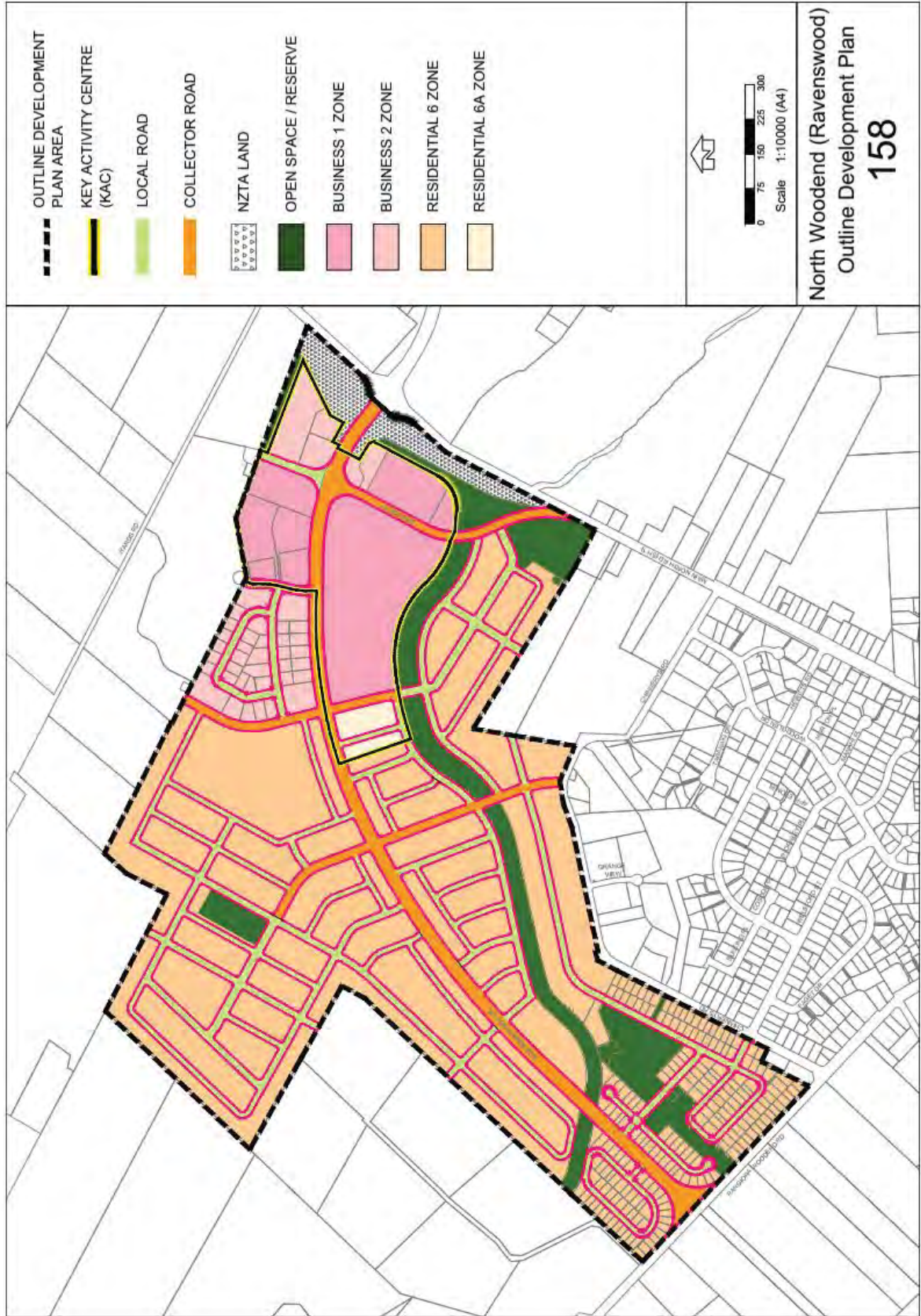
- w) The Residential 4A Zone, Bradleys Road, Ohoka, identified on District Plan Map 169 and more particularly described in Appendix 32.2.
- x) The Kaiapoi Business 5 Zone identified on District Plan Map 170.
- y) The Residential 4A Zone, Woodend Beach Road, Woodend, as identified on District Plan Map 171.
- z) The Residential 2 Zone North East Woodend identified on District Plan Map 172.
- aa) South West Rangiora identified on District Plan Map 173.
- ab) The Residential 4A Zone Mill Road Ohoka identified on District Plan Map 160.
- ac) The Residential 4A Zone McHughs Road, Mandeville North identified on District Plan Map 174.
- ad) The Todds Road Business 2 Zone identified on District Plan Map 175.
- ae) The Business 6 Zone identified on District Plan Map 180.
- af) Central Rangiora, identified on District Plan Map 178.
- ag) Maori Reserve 873 identified on District Plan Map 176B.
- ah) The Mandeville Road – Tram Road, Mandeville North Residential 4A Zone identified on District Plan Map 182.
- ai) The Residential 2 Zone Lehmans Road, West Rangiora identified on District Plan Map 183.
- aj) The Residential 4A Zone (Mandeville Road/McHughs Road, Mandeville North) identified on District Plan Map 179."

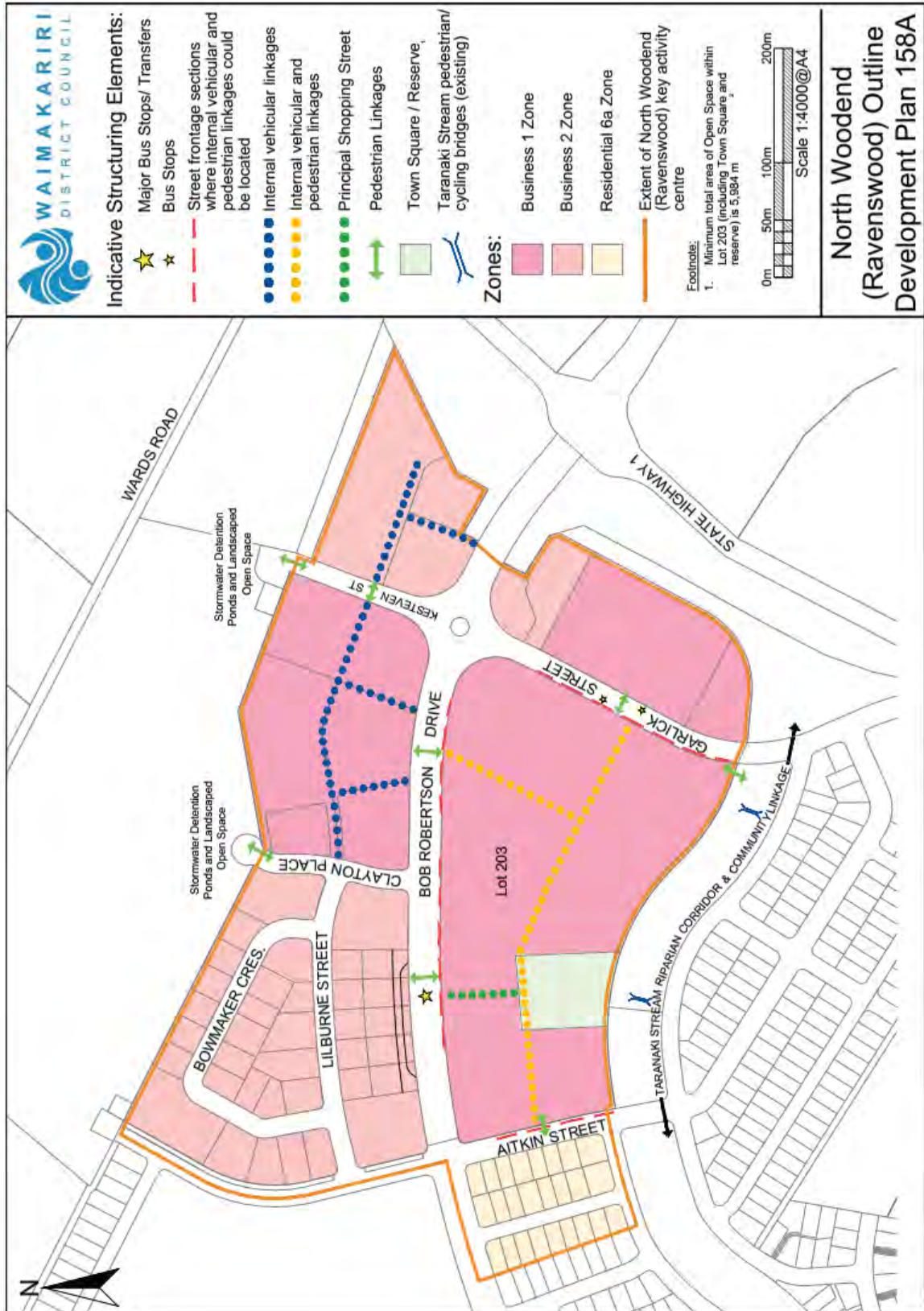
37. Under Chapter 32 Subdivision – Rules, amend Rule 32.1.1.72 as follows:

**Staged Development – North Woodend (Ravenswood) Outline Development Plan Area:**

A condition shall be imposed on the subdivision creating the 301<sup>st</sup> allotment within the Residential 6 or 6A Zones within the North Woodend (Ravenswood) Outline Development Plan Area shown on District Plan Map 158 requiring the Urban Collector Road identified on the Outline Development Plan to be constructed and made operational.

38. Delete Outline Development Plan 158, and replace with a new Outline Development Plan 158 and Key Activity Centre Outline Development Plan 158A, supported by associated explanatory text, which shows updated cadastral base and roading pattern, together with key structuring elements within the Ravenswood town centre.





### North Woodend (Ravenswood) Outline Development Plan 158A – Explanatory Text

This text provides additional explanation to ODP 158A and the outcomes to be achieved within the North Woodend (Ravenswood) emerging Key Activity Centre, through application of ODP 158A and rules which apply to the North Woodend (Ravenswood) Business zones. For the purposes of rule 28.8.1, land uses will be deemed to comply with ODP 158A where they provide the Structuring Elements identified on ODP 158A (noting that the locations shown on ODP 158A are indicative, and provision of bus stops is at the discretion of public transport service providers).

The Outline Development Plan for North Woodend (Ravenswood) gives effect to the Canterbury Regional Policy Statement as required by the Resource Management Act. The Regional Policy Statement directs enablement of the district's third Key Activity Centre in the general location shown on Outline Development Plan 158A.

Previously referred to as "Woodend/Pegasus", the emerging Key Activity Centre is located at North Woodend (Ravenswood), which is immediately proximate to the State Highway 1/Pegasus interchange and the proposed Woodend Bypass motorway. The emerging Key Activity Centre sits within the wider Ravenswood residential development, the form of which is directed by Outline Development Plan 158.

Much of the emerging Key Activity Centre's structure and urban form is determined by the existing roading and subdivision patterns and land use consents. Bob Robertson Drive is an existing Collector Road through the Key Activity Centre providing an important transport route between State Highway 1 and Rangiora Woodend Road, and forms the most direct route between Ravenswood, Pegasus, and Rangiora. Garlick Street will provide an important and direct route between Ravenswood, Pegasus and Woodend. Land to the north of Bob Robertson Drive is consented for core retail and other commercial activities on land zoned Business 1 and Business 2, as shown on Outline Development Plan 158A. Land to the east of Garlick Street is also committed for development in accordance with the identified zoning pattern.

The balance of the emerging Key Activity Centre comprises principally Lot 203, which is a greenfield site and the proposed "centre piece" of the new Ravenswood town centre. Lot 203 is bounded by Bob Robertson Drive, Garlick Street, Aitkin Street and the Taranaki Stream riparian corridor. It is zoned Business 1.

Future development of Lot 203 is guided by the Outline Development Plan which shows the indicative location of various "structuring elements". The location of those elements is flexible, with further guidance as to location provided in the text below. The purpose of these structuring elements is to integrate the core retail and other commercial activities within Lot 203 with similar development to the north and east, as well as the Residential 6A land to the west and the Taranaki Stream riparian corridor and community linkage to the south. Existing pedestrian/cycling bridges have already been constructed across the Taranaki Stream to link the town centre with its wider residential communities.

The main features within the North Woodend (Ravenswood) emerging Key Activity Centre, as shown indicatively on the Outline Development Plan are as follows:

#### 1. Public transport infrastructure

Ravenswood is anticipated to be directly serviced by bus services and the Outline Development Plan identifies proposed locations for suitable infrastructure to enable people to access the emerging Key Activity Centre by bus. There is also the potential for multiple bus routes to run through or past the emerging Key Activity Centre, particularly when the Woodend Bypass is established. Accordingly, it may be appropriate to provide a transfer point (including passenger drop-off and pick up, but not park and ride) at the emerging Key Activity Centre in the future. The evolving transport network requires suitable flexibility to enable both the short term and long term bus network aims to be provisioned for.

The proposed location for an easily accessible, readily visible Major Bus Stop / Transfer and associated infrastructure is within the berms on Bob Robertson Drive to the west of Clayton Place. It is anticipated that, as the emerging Key Activity Centre grows, the relevant public authorities will establish this Major Bus Stop / Transfer in response to increasing demand for public bus services in this part of the district.

Bus stops on the western and eastern sides of Garlick Street are also indicatively shown and can be accommodated within the public road carriageway. Their specific location will be determined having regard to the location of the proposed pedestrian linkage across Garlick Street, the latter to be established once details of development proposals on either side of Garlick Street are known.

#### 2. Pedestrian Linkages

The emerging Key Activity Centre is in a location that will be walkable from the Ravenswood residential area, northern part of Woodend, and to a lesser degree the western part of Pegasus. The Outline Development Plan provides for a high degree of connectivity between the pedestrian network and the existing pedestrian infrastructure on nearby routes.

These linkages include:

- a) Access to the extensive area of landscaped open spaces to the north of the Key Activity Centre which is also used for stormwater detention.
- b) A safe crossing facility of Bob Robertson Drive proximate to the indicative Major Bus Stop / Transfer and Principal Shopping Street within Lot 203.
- c) A safe crossing facility between the consented core retail activities on the northern side of Bob Robertson Drive, and similar activities within Lot 203, with the specific location of the crossing determined once details of development proposals within Lot 203 become known.

- d) Access between the town square/reserve and the Taranaki Stream riparian corridor and community linkage.
- e) Access between Lot 203 and the area on the western side of the Key Activity Centre, across Aitkin Street.
- f) Access between Lot 203 and the area on the eastern side of the Key Activity Centre, across Garlick Street.

### 3. Internal Vehicular, Pedestrian, and Cycling Linkages

Within the Outline Development Plan area, a range of pedestrian routes are defined in locations that will support a legible, safe, and well-connected town centre walking environment. The internal vehicular and pedestrian linkages and principal shopping street notated on ODP 158A should integrate with the pedestrian routes, public transport infrastructure, existing cycling infrastructure, and existing vehicular access and intersections, to provide safe and legible access to and within the Key Activity Area.

As both Bob Robertson Drive and Garlick Street are important for through traffic and providing access, the streetscape requires a carefully considered approach to integrating the internal and external access and linkages. Specifically:

- a) Red dashed lines on ODP158A identify the locations where the internal vehicular and pedestrian linkages and principal shopping street intersect with the surrounding road network could be located. The specific locations will be subject to assessment against District Plan vehicle crossing or intersection separation rules and are to also consider the proximity to intersections, pedestrian linkages and bus stops.
- b) On the northern side of Bob Robertson Drive internal vehicular linkages reflect the existing and proposed consented development. A pedestrian linkage across Kesteven Place connects development on both sides of this street.
- c) To the south of Bob Robertson Drive, the internal vehicular and pedestrian linkages and principal shopping street are indicatively shown, with the specific location to be determined once details of development proposals within Lot 203 become known. Footpaths will be provided on both sides of the internal vehicular and pedestrian linkages and principal shopping street.
- d) Carparking areas shall consider and provide for pedestrian desire lines.
- e) Internal cycling infrastructure shall connect to the wider cycling network.

### 4. Lot 203 Town Centre Block Pattern

The Outline Development Plan shows the proposed town centre block pattern for Lot 203. The size of the blocks will vary according to the footprints of buildings needed to support core retail and other commercial activities, as enabled by the Business 1 zone. The indicative internal vehicular and pedestrian linkages and principal shopping street are proposed between:

- a) Garlick Street and Aitkin Street.
- b) Bob Robertson Drive and the east-west linkage described in a).

The internal vehicular and pedestrian linkages and principal shopping street can be moved in north-south and east-west directions to connect with existing roads at the locations shown by red dashed lines on the Outline Development Plan. The block pattern is further supported by the principal shopping street and associated town square/reserve.

5. Principal shopping street

The principal shopping street will provide for two-way vehicular traffic with parallel parking on both sides. Footpaths will also be provided on both sides of the principal shopping street to support small format retail activities and pedestrian amenity.

6. Town square / reserve

The town square/reserve supports the block pattern by including a pedestrian linkage from the principal shopping street through to the Taranaki Stream riparian corridor/community linkage and the existing pedestrian/cycling bridges across the Taranaki Stream. While the location of the town square/reserve is flexible, it should be physically and visually connected to the principal shopping street and Taranaki Stream. A development threshold rule requires the town square/reserve to be developed before development of the final stage(s) of Lot 203 can occur.

7. Residential Living

The Outline Development Plan provides for residential intensification by including the more intensive Residential 6A zone within the Key Activity Centre and by permitting residential activities above ground floor level in the Business 1 zone of the Outline Development Plan.

- 39. Amend the GIS zoning layer within the operative 'eplan' to give effect to the zoning outcomes identified on outline development plan maps 158 and 158A'
- 40. Amend Map grid and index to include Map 158A.
- 41. Consequential renumbering of plan provisions.





**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** RDG-32-115 / 230322039620**REPORT TO:** COUNCIL**DATE OF MEETING:** 4<sup>th</sup> April 2023**AUTHOR(S):** Joanne McBride – Roading & Transport Manager**SUBJECT:** Council funding for Transport Choices Package of Projects**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)  
General Manager  
Acting Chief Executive**1. SUMMARY**

- 1.1. This report is to note that expenditure relating to Walking and Cycling Projects and Woodend to Kaiapoi Cycle Connection which is currently requested in the draft 2023/24 Annual Plan will have some expenditure in the 2022/23 financial year.
- 1.2. Therefore, this report is signalling an overspend in 2022/23, which will be balanced once the expenditure signalled in the Annual plan becomes available in 2023/24.
- 1.3. The Council has previously applied for funding to construct walking & cycling connections through the Transport Choices funding package which was offered by the Ministry of Transport in late 2022 and is administered through Waka Kotahi.
- 1.4. The Council was advised in November 2022, that it's expression of interest for funding had been successful. Later that month it was confirmed that an allocation of \$7,186,400 anticipated funding would be available in the following funding categories, subject to meeting funding criteria and receiving gateway signoff from Waka Kotahi:

- Delivering Strategic Cycling Networks – Estimated Cost \$5,886,100

There are six projects which sit within this funding area:

- ❖ Project 1 - Woodend to Kaiapoi Cycleway (Williams St to Woodend Beach Rd)
- ❖ Project 2 - Railway Rd / Torlesse St / Coronation St / Ellis Rd
- ❖ Project 3 - Woodend to Pegasus (SH1)
- ❖ Project 4 - Ashley St / Ivory St / Percival St in Rangiora – On-road Cycle Lane Gaps
- ❖ Project 5 - Wayfinding Signage
- ❖ Project 6 - Cycle Stands

- Safe, Green and Healthy School Travel – Estimated Cost \$700,300

There are three projects which sit within this funding area:

- ❖ Project 7 - Tram Rd (Mandeville to Swannanoa School path) Swannanoa
- ❖ Project 8 - Mandeville Rd (McHughs Rd to Mandeville Sports Ground) Ohoka Path
- ❖ Project 9 - Southbrook Schools Traffic Calming & Pedestrian Facilities

- Creating Walkable Neighbourhoods – Estimated Cost \$600,000

There is one project which sit within this funding area:

- ❖ Project 10 – Acceleration of the new footpath programme

- 1.5. There are several steps and a tight timeframe for delivery of the Transport Choices projects, and work has been underway to ensure that these timeframes and criteria can be met. Steps include completing a funding agreement, prepare pre-implementation schedules, preparing implementation schedules, developing a Comms & Engagement Plan, preparing project plans and a Monitoring & Evaluation Plan. All are required to be approved by Waka Kotahi and must meet funding criteria to receive the next stage of funding.
- 1.6. Funding is approved in stages. Stage One – Pre-implementation funding is for the planning phase including:
- Preparing a Project Plan
  - Develop a Comms & Engagement Plan
  - Develop a Monitoring & Evaluation Plan
  - Scheme design
  - Detailed Design
  - Consultation
  - Safety Audits
  - Statutory processes (where required)
- 1.7. Stage Two requires completion of an Implementation Schedule which need to be completed and approved prior to funding for tendering / construction to be approved.
- 1.8. Staff have completed the first gateway and pre-implementation funding has been approved to a total value of \$615,000. The Waka Kotahi co-funding share for the Transport Choices work is 67%, with Council share being the remaining 33%, this equates to \$202,950 local share.
- 1.9. Staff have begun work to deliver the programme, and as such it is noted that there will be design expenditure in 2022/23, however the full budget (including construction) is proposed to sit in 2023/24 financial year. There are no physical works planned for the 2022/23 financial year.

## 2. **RECOMMENDATION**

**THAT** the Council:

- (a) **Receives** Report No. 230322039620;
- (b) **Approves** expenditure on planning / design aspects of the Transport Choices Walking and Cycling projects of \$615,000 in 2022/23 to be carried forward into 2023/24; noting that the actual physical works will be carried out in 2023/24;
- (c) **Notes** that this balance requires the Transport Choices Funding requested in the draft 2023/24 Annual plan be approved;
- (d) **Notes** that Funding Criteria for Transport Choices has to be met and gateway signoff from Waka Kotahi is required to release the next stage of funding for these projects;
- (e) **Notes** that the expenditure will be carried into the 2023/24 when budget is to be allocated.

## 3. **BACKGROUND**

- 3.1. In the Roding and Transport Activity Service Plan and Budget commentary for the draft 2023/24 Annual Plan, capital budget of \$3,586,400 towards Walking and Cycling Projects was requested (up from \$1,060,000) and a further \$3,000,000 towards Woodend to Kaiapoi cycleway was requested (as a combination of Better Off Funding and Transport Choices funding) and \$300,000 for the new footpath programme.
- 3.2. This was to cover the newly signalled Transport Choice funding that had become available during 2022/23 and so was not signalled in previous Annual plans or Long Term plans.
- 3.3. The request (if approved upon adoption of the Annual Plan) allowed for the expenditure to occur in 2023/24, which will still be the case for all physical works. However, as Waka Kōtahi have now approved the pre-implementation funding and work has needed to start

very promptly to meet required timeframes for project completion, there are costs being incurred for work related to the scheme and detailed design.

- 3.4. It is worth noting that the budget requested for the pre-implementation works assumed a significant amount of consultant input. As it has turned out, this is now likely to be considerably less as this work is being undertaken in-house by the Project delivery Unit (PDU), and so the expenditure to complete the pre-implementation is likely to be less than that signalled in this report. If this was the case, the remaining budget would be carried over and discussions held with Waka Kōtahi on possible re-allocation.

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

- 4.1. The following options are available to Council:

4.2. **Option One – Decline the Recommendation:**  
The Council has the option of not approving the expenditure of unbudgeted local share in 2022/23, and/or not approving the Transport Choices funding in the 2023/24 Annual Plan. In either of these instances, the staff would need to cease work on the transport Choices projects. This is not the recommended option.

4.3. **Option Two – Approve the Expenditure in 2022/23:**  
Alternatively, the council has the option of approving the expenditure of unbudgeted expenditure on pre-implementation works for Transport choices, noting that Waka Kotahi have approved its 67% share and made the funding available this financial year.

It is noted that staff have requested sufficient budget to cover both the pre-implementation and implementation costs in the draft Annual Plan. Given the advanced nature of the works, the benefit of the works to the community, and the benefit of the higher subsidy rate for these works, this is the recommended option.

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

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

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

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

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

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

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

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

In particular, the residents and stakeholders along the routes and the various cycling groups will be interested in the outcome. A “Comms & Engagement Plan” has been developed for the Transport Choice package and this is currently being reviewed by Waka Kotahi.

##### 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.

Through the consultation on the Walking & Cycling Network Plan, the provision of cycleways and walkways was fully supported by 55% of submitters, and 82% of those responding supported more investment in building the walking & cycling network within the next 10 years.

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

### 6.1. **Financial Implications**

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

The following pre-implementation budgets have been approved by Waka Kotahi, and its 67% share is now available.

#### **Delivering Strategic Cycling Networks**

Project management	78,000
Communications & engagement	15,000
Monitoring & evaluation	15,000
Investigation / Design / Safety Audits	275,000
Statutory processes / consents / approvals	23,000
Project Plan	3,000
Contingency (20%)	81,800
<b>Total project cost - pre-implementation</b>	<b>\$490,800</b>
Local share contribution	\$161,964
<b>Total funding amount payable by Waka Kotahi – pre-implementation</b>	<b>\$328,836</b>

#### **Safe, Green & Healthy School Travel**

Project management	9,000
Communications & engagement	2,000
Monitoring & evaluation	5,000
Investigation / Design / Safety Audits	50,000
Statutory processes / consents / approvals	0
Project Plan	3,000
Contingency	13,800
<b>Total project cost - pre-implementation</b>	<b>\$82,800</b>
Local share contribution	\$27,324
<b>Total funding amount payable by Waka Kotahi – pre-implementation</b>	<b>\$55,476</b>

#### **Creating Walkable Neighbourhoods**

Project management	5,000
Communications & engagement	5,000
Monitoring & evaluation	2,500
Investigation / Design / Safety Audits	20,000
Statutory processes / consents / approvals	0
Project Plan	2,000
Contingency (20%)	6,900
<b>Total project cost - pre-implementation</b>	<b>\$41,400</b>
Local share contribution	\$13,662
<b>Total funding amount payable by Waka Kotahi – pre-implementation</b>	<b>\$27,738</b>

In summing up these categories, Waka Kotahi approval has been received for \$615,000 total costs with a local share of \$202,950.

This budget is not included in the Annual Plan/Long Term Plan. It has been sought in the draft 2023/24 Annual; Plan, but this is still subject to Council deliberation and decision.

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

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

The increased provisions of projects across all three categories will encourage modal shift, active transport and emissions reduction.

### 6.3 Risk Management

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

If the Council chooses not to include the requested budget in the annual plan, then it will need to consider how to address any shortfall.

### 6.3 Health and Safety

There are health and safety risks arising from the adoption/implementation of the recommendations in this report. These will be addressed during the design and implementation stages.

## 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

This matter is covered under the Local Government Act.

### 7.3. Consistency with Community Outcomes

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

***There is a safe environment for all.***

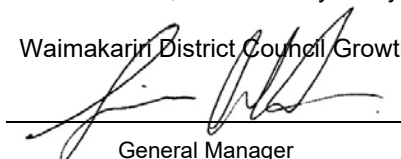
- Harm to people from natural and man-made hazards is minimised.

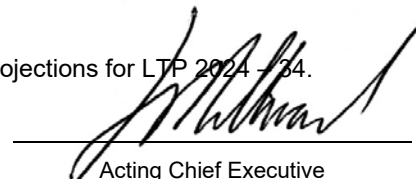
***Transport is accessible, convenient, reliable, and sustainable.***

- 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.
- Public transport serves our District effectively.

### 7.4. Authorising Delegations

The Council is required to consider matters relating to spending outside of budgets.

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** LTC-03-20 / 230321039006**REPORT TO:** COUNCIL**DATE OF MEETING:** 4 April 2023**AUTHOR(S):** Témi Allinson, Senior Policy Analyst**SUBJECT:** Waimakariri District Council Growth Projections for LTP 2024 – 34.**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)

  
General Manager


  
Acting Chief Executive
**1. SUMMARY**

- 1.1. This report recommends that Council adopts a growth projection scenario that will be used in the development of Council's 2024-34 Long-Term Plan (LTP) and its accompanying documents.
- 1.2. The Local Government Act (2002) (LGA) requires councils to identify their significant forecasting assumptions and the basis upon which decisions about the life cycle of significant assets and the sources of funds for the future replacement of these assets are made.
- 1.3. Consistent and reliable growth projections underpin the significant forecasting assumptions process.

**Attachments:**

- i. Memo on Population Projections to be used for LTP 2024 – 34 (TRIM 230321039000)
- ii. Waimakariri District Building Consents for New Dwellings 2023 (TRIM 230213018566)
- iii. Waimakariri District Council Population Growth Projections (External link: <https://formative.shinyapps.io/InformProfile-WaimakaririDistrict/>)

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

- (a) **Receives** Report No. 230321039006
- (b) **Notes** the recommendation by Council's consultant (Formative) to adopt a 'new high' growth projection scenario for the 2024 – 2034 Long Term Plan
- (c) **Notes** the previously adopted scenario for LTP 2021-31 was medium-high growth rate, which was an estimated growth rate of 480 dwellings per year.
- (d) **Adopts** the high growth projection scenarios as the basis for LTP 2024 – 34, which represents an anticipated growth rate of 495 dwellings per year.
- (e) **Circulates** this report to the Community Boards for their information.

### 3. **BACKGROUND**

- 3.1. Population projections are derived from an assessment of historical, current, and likely future trends in births, deaths, and migration – the three components of population change. Assumptions about future fertility (births), mortality (deaths), and migration are formulated after analysis of short-term and long-term historical trends, government policy, the information provided by local planners and other relevant information.
- 3.2. The projections are not predictions, but an indication of likely future change given specific assumptions listed above. As the future is inherently uncertain and very challenging to predict with any precision, StatsNZ provides three growth scenarios based on three changes to the assumptions that users can utilise depending on their circumstances. They are:
- Low Growth – Low Fertility, High Mortality, Low Migration
  - Medium Growth – Medium Fertility, Medium Mortality, Medium Migration
  - High Growth – High Fertility, Low Mortality, High Migration
- 3.3. The Covid19 pandemic and border closures have resulted in unexpected population outcomes, both for Waimakariri and the rest of New Zealand. This has meant that the population growth, and associated distribution, was very different to what was expected in Stats NZ population projections which were used for the last LTP and which have now become out of date.
- 3.4. Council has contracted Formative, an independent consultancy service that specialises in providing advice on social, economic, and urban form issues to review the latest Stats NZ projections and modulate them as required to ensure they better reflect local dynamics that are unique to the district. Formative has provided a similar service to Council in the past for its previous growth projections.
- 3.5. The three bespoke growth scenarios are available to be viewed through an interactive online app that allows users alter variables as conditions change. Formative will update the information in the app annually as new data sets are released by Stats NZ.
- 3.6. Formative has provided a brief memo explaining their process and the resulting recommendation. That memo is attached to this report.

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

- 4.1. Population growth affects the demand for Council services and infrastructure, and the ability to cover the costs. Slower or faster population growth may impact service levels, infrastructure expansion, renewal programmes, and costs (where there is an increased or decreased rate requirement).
- 4.2. Over or under-estimating the demand for services based on planned growth (positive or negative) can have a significant effect on financial estimates. The potential effects include:
- 4.2.1. The availability of funding to sustain services.
  - 4.2.2. Changes in estimates to reconfigure service levels, e.g., there can be an additional cost, albeit short-term, to scale back service.
  - 4.2.3. Underestimated demands for service results in a ‘catch-up’ scenario where Council must adopt a reactive approach over the robustness and reliability associated with a planned approach.
- 4.3. Growth projections also have an impact on Council’s rating base, as it directly influences the number of rateable properties in the district and Council’s prospective schedule of rates that it prepares as part of the LTP.

- 4.4. Council collects Development Contributions (DCs) from the community to fund demand for capital infrastructure arising from growth. The district has historically enjoyed high levels of growth and this trend is expected to continue.
- 4.5. The table below shows actual development numbers against projected growth numbers. Development has consistently outstripped forecasted demand, and while ongoing financial constraints are beginning to bring about a recent cooling in activity levels, our expectations is that growth will continue to be high. Perhaps, just not as high as it has been in recent years.

Calendar Year	LTP Period	LTP Scenario Type	Projected Number	Total Building Consents Issued	Total Code of Compliance Certificates Issued
2019	2018-21	Medium - High	480	641	729
2020	2018-21	Medium - High	480	582	596
2021	2021-24	Medium - High	480	928	695
2022	2021-24	Medium - High	480	836	645
Future	2024-34	High	495		

- 4.6. Council will continue to monitor population growth change in the district and adapt or redirect activities to meet needs where possible. Generally, small deviations from population projections can be managed within existing levels of service. Where growth requires significant additional infrastructure (e.g., through subdivisions), Council's DCs are used to cover these costs.
- 4.7. If growth is less than projected, Council's revenue from DCs will be reduced. The level of DCs collected could be insufficient to cover the costs of required growth infrastructure. Costs for infrastructure may therefore need to be met from other allocations.
- 4.8. Considering the assessment undertaken by Formative, and the above risks highlighted re over and under forecasting; Council officers recommend adopting the high scenario as shown in the above table.
- 4.9. Council and its Management Team review its budget annually through the LTP or Annual Plan process and are able to adjust work programmes or budgets as necessary.

## 5. **Implications for Community Wellbeing**

- 5.1 There are some implications on community wellbeing from the issues and options that are the subject matter of this report. Growth projections directly impact Council's service delivery to its communities.
- 5.2 A good level of information confidence provides greater certainty that Council will be able to deliver services to its communities as planned.
- 5.2 Council officers and the Management Team will continue to routinely monitor the data provided in this report and will be able to make corrections as required if any major deviations arise.



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

## **6. COMMUNITY VIEWS**

### **6.1. Mana whenua**

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

As mana whenua, they have interest in the Council's growth and the services it provides to the community. As landholders with development aspirations, they also have a stake in ensuring that Council's projections and the significant forecast assumptions arising for it do not stifle their own aspirations.

### **6.2. Groups and Organisations**

Commercial developers across the district are likely to be affected by, or to have an interest in the subject matter of this report. Council officers will undertake consultation with any groups and organisations which could have an interest in the as part of its wider LTP consultation.

### **6.3. Wider Community**

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

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

### **7.1. Financial Implications**

There will be ultimate financial implications of the decisions sought by this report. Those financial implications have not yet been worked out, but they will be as part of the LTP process.

Any information produced will be publicly available and consulted on as part of the LTP consultation process.

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

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

### **7.3 Risk Management**

There are some risks arising from the adoption/implementation of the recommendations in this report. The level of risk is considered minor and suggestions on how they can be mitigated for have also been discussed above.

### **7.4 Health and Safety**

There are no health and safety risks arising from the contents of this report.

## **8. CONTEXT**

### **8.1. Consistency with Policy**

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

### **8.2. Authorising Legislation**

Local Government Act 2002.

**8.3. Consistency with Community Outcomes**

There are wide ranging opportunities for people to contribute to the decision making that affects our District. These opportunities will be made available as work progresses on the wider LTP.

**8.4. Authorising Delegations**

The Council has the responsibility to plan, prepare and adopt a Long-Term Plan (and its accompanying policies and strategies). Establishing a growth projection scenario to use as the basis for this work is a key step in the process.



# Memo

**To:** Temi Allinson, Senior Policy Analyst, Waimakariri District Council

**From:** Rodney Yeoman, Director, Formative

**Date:** 20/03/2023

**Re:** Updated Population Projections to be used for LTP 2024-2034

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The purpose of this memo is to provide Elected Members with an update on population projections for the Waimakariri District and to provide advice on the recommended projection scenario to be used in the development of the LTP 2024-2034. Importantly what level of population growth and new dwellings should the Waimakariri District Council plan for in the period 2024 to 2034?

## 1 Population Projections for the Waimakariri District

Statistics New Zealand (StatsNZ) produces population projections every two to three years. These projections are used by most councils to assist future planning, which helps councils to plan for infrastructure and facilities to meet the needs of the community.

The projections are not predictions, but an indication of likely future change given specific assumptions (fertility, mortality and migration). As the future is inherently uncertain and very challenging to predict with precision, StatsNZ provides three growth scenarios.<sup>1</sup>

The StatsNZ projections from February 2017 were used by Council as the bases for the LTP 2021-2031. Those projections suggested that Waimakariri population could range between 64,100 to 109,000 by 2048. Since then, StatsNZ has updated the projections on several occasions and the most recent projections (December 2022) suggest that Waimakariri population could range from 74,200 to 98,900 by 2048.

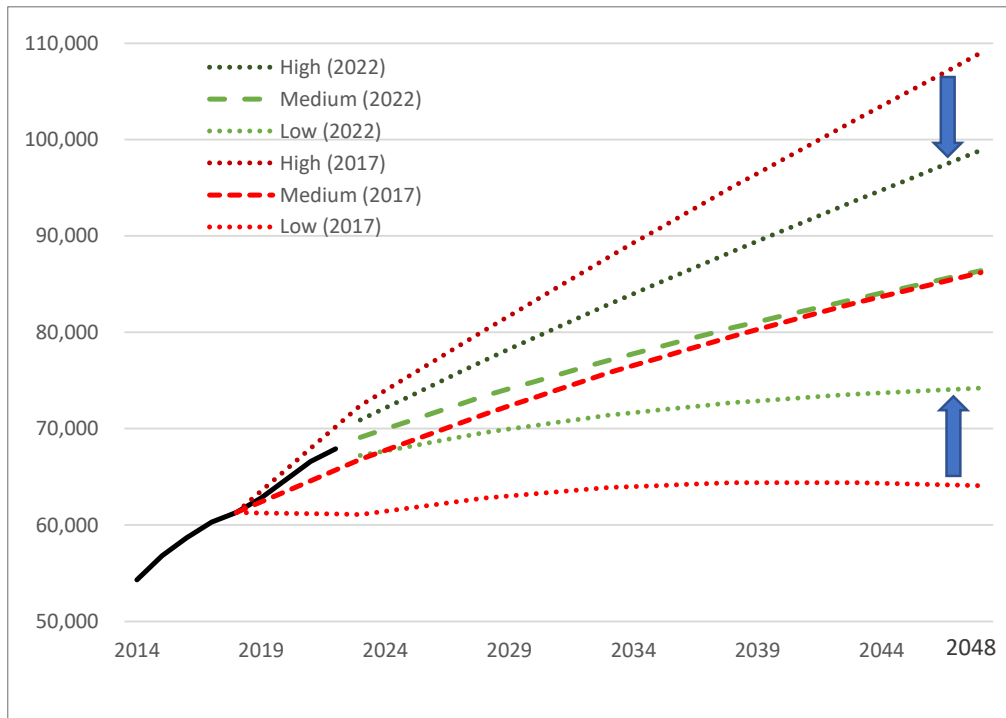
Broadly, the range between the projections has been narrowing with each update, while the Medium projection has increased. Figure 1.1 shows the 2017 projections used in the LTP 2021-2031 (red dotted lines) as compared to the latest projections from 2022 (green dotted lines). The narrowing of the projection range is indicated by the blue arrows, which show the Low projection shifting upwards and the High projection shifting downwards. The medium projection is higher in the coming decade and then returns to almost the same position in the following decades as the old projections.

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<sup>1</sup> Low Growth (Low Fertility, High Mortality, Low Migration), Medium Growth (Medium Fertility, Medium Mortality, Medium Migration) and High Growth (High Fertility, Low Mortality, High Migration)



**Figure 1.1: Waimakariri District StatsNZ Population Projections 2017 and 2022 (High, Medium, Low)**



Finally, the figure also shows that the estimated population has grown by around 1,600 each year since the LTP 2021-2031 was adopted. This rate of growth is close to the rate observed in the new StatsNZ High Growth projection.

## 2 LTP 2021-2031

The population projection used in this LTP 2021-2031 was based on a corporate scenario called the WDC Medium/High variant, which was a midpoint between the StatsNZ Medium and High population projections. The WDC Medium/High variant projected that the population could grow to 77,700 by 2031, which was a population growth of 1,180 per annum or equivalent to 465 new dwellings per annum.

As discussed above, since the LTP 2021-2031 was adopted the StatsNZ projections have narrowed. This means that the Medium-High variant is now fairly close to the High projection in the latest StatsNZ projection, which is only 5% higher than the Medium-High variant.

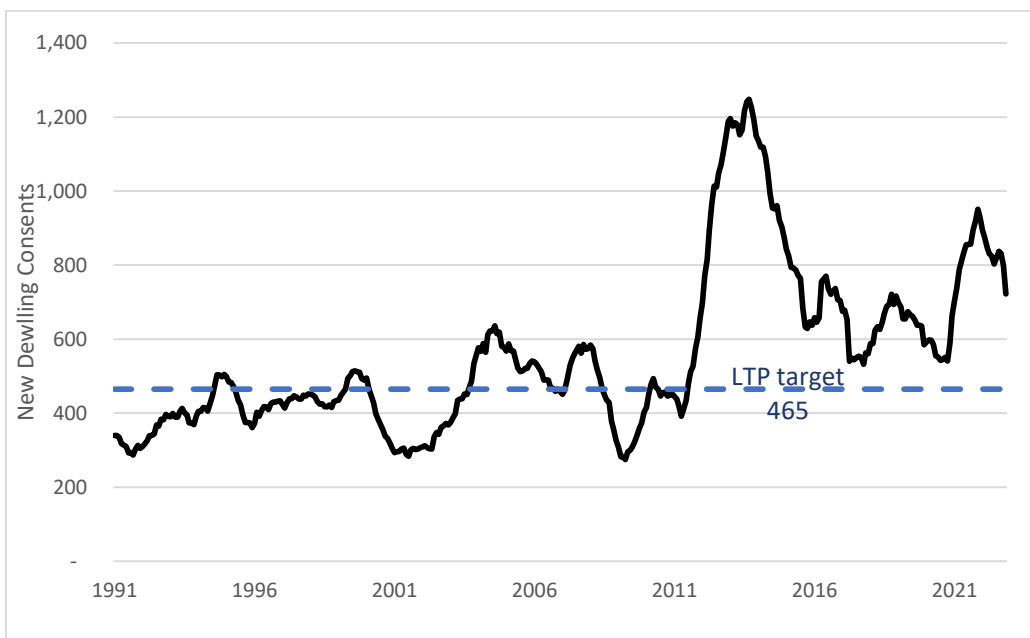
## 3 Building Consents

Figure 3.1 shows the new dwelling building consent that were issued in Waimakariri over the last three decades. I have also overlaid the LTP 2021-2031 target of 465 new dwellings to show how it compares to the number of new dwelling building consent in the past. The data shows that the new dwelling building consents averaged at 500 per annum over the last three decades.



In the last decade the average was higher at 785 new dwelling consents per annum, however some of these consents will have been related to the rebuild after the earthquakes. Since LTP 2021-2031 Strategy was developed the District had an average of 808 dwelling consents per annum. In summary, the data shows that the number of new dwellings consented has been consistently higher than the previous target of 465. However, consents have started to decline in the last few months, which reflects a national trend of reducing activity.

**Figure 3.1: Waimakariri District New Dwelling Consents 91-23 (per annum)**



#### 4 Projections for the LTP 2024-2034

Population growth has remained high for the District since the last LTP was adopted. Additionally, the amount of building activity has exceeded the Council's Medium-High variant projection over the last five years. Both of which suggest that future growth may be higher than the targets set in the LTP 2021-2031.

In terms of dwelling demand, Formative estimates that there would be demand for 495 dwellings per annum under the StatsNZ High projection between 2024 and 2034. While under the Medium projection, the demand for dwellings would be around 350 per annum. This compares to the previous Medium-High variant target of 465 per annum in the LTP 2021-2031.

Other things to consider:

- ❖ **Economic Outlook:** there appears to be the beginning of a downward trend for residential construction, both in Waimakariri and the rest of New Zealand. There are a number of macro level economic trends that suggest that growth may slow further in



the coming year(s). There is a risk that development in Waimakariri over the coming few years could be lower than the suggested in the High Projection, or even the old Medium-High Variant.

- ❖ **Medium-High variant:** the recently released StatsNZ projection sets show a narrower growth outlook range for Waimakariri. The StatsNZ Medium projection has shifted up and the High projection has shifted down. This will mean that if Council develops a new Medium/High variant this will also show slightly less population growth than the previous projections.

## 5 Conclusion

It is recommended that the current projection used for the LTP 2021-2031 (Medium-High) should be changed for the LTP 2024-2034 to the new High projection, and that it would be conservative to increase the target from 465 to 495 dwellings per annum.

This is based on the observed strong level of new dwelling building consents which have continuously been above the old target level of 465 per year. Also that the population of the district is now above the level predicted in the previous projections and that the range in the projections from StatsNZ have narrowed over time, with the High projection now being relatively close to the Medium-High variant used in the 2021- 2031.

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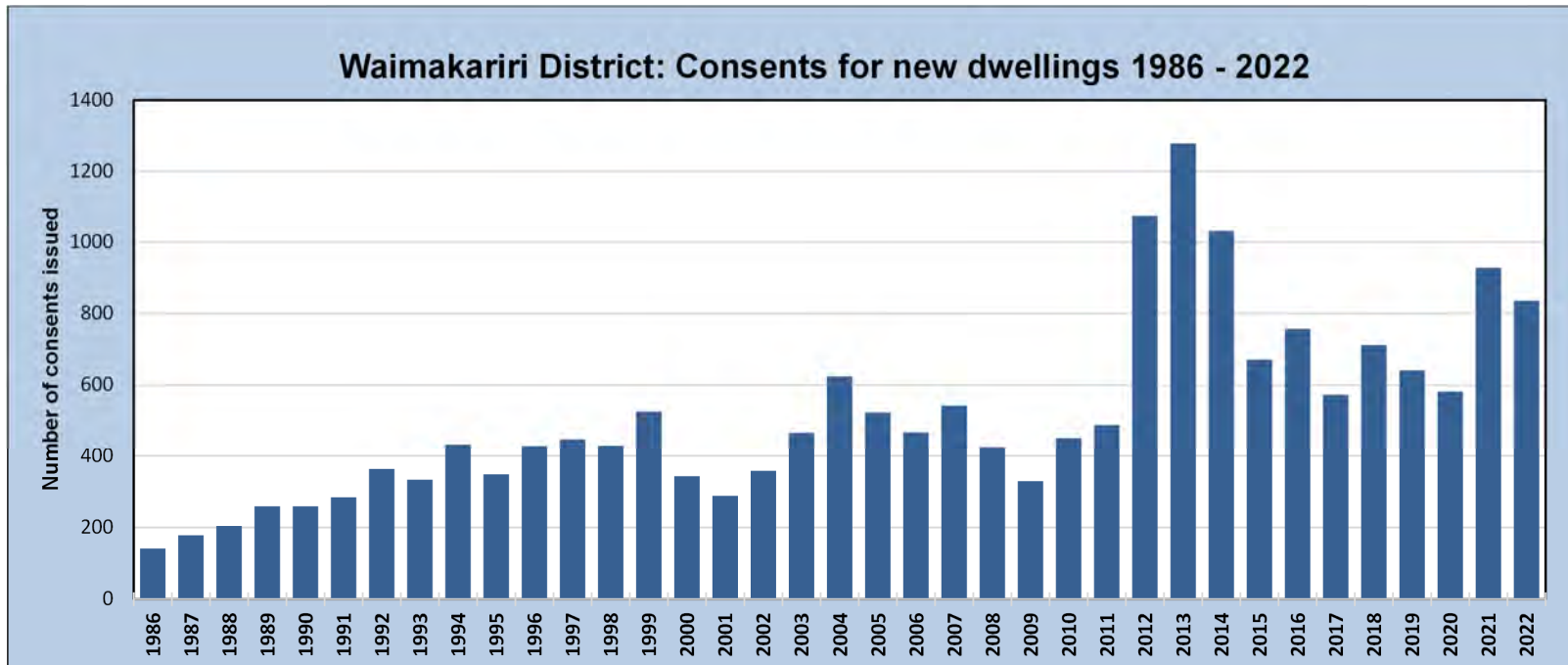
**WAIMAKARIRI DISTRICT: BUILDING CONSENTS FOR NEW DWELLINGS 2023**

Month	Kaiapoi	Rangiora	Oxford	Woodend	Small Town/ Beach	Residential 4	Pegasus Res 6	Rural	Total
January	2	2	0	15	0	0	5	6	30
February	4	9	0	12	0	1	1	21	48
March									
April									
May									
June									
July									
August									
September									
October									
November									
December									
<b>Total 2023</b>	6	11	0	27	0	1	6	27	78

In February 2023, 48 new dwellings were consented in the District, this is 76 less than were consented in February 2022.

The distribution for consents for new dwellings in the Rural Zone for February and the calendar year is:

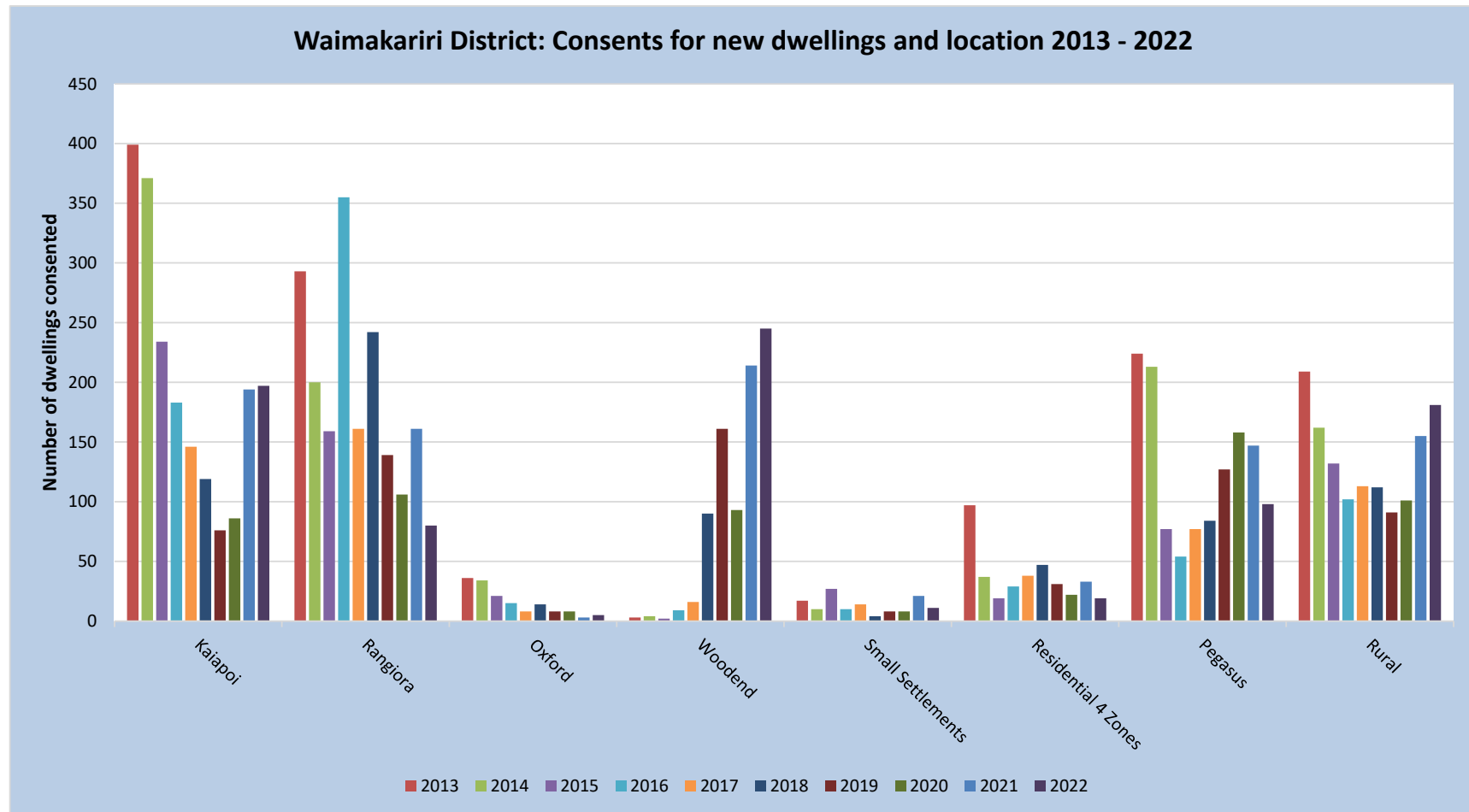
<b>The distribution of consents for new dwellings for the Rural Zone</b>	<b>Year to Date 2023</b>	<b>Current Month: February</b>
UDS area east of Two Chain Road and South of the Ashley River/Rakahuri	15	12
West of District	12	9
North of the Ashley River/Rakahuri	0	0
<b>Total</b>	<b>27</b>	<b>21</b>



Waimakariri District – Building Consents for New Dwellings and Locations 2021 – 2025									
Year	Kaiapoi	Rangiora	Oxford	Woodend	Small Town/ Beach	Residential 4 Zones	Pegasus	Rural	Total
<b>2021</b>	194	161	3	214	21	33	147	155	<b>928</b>
<b>2022</b>	197	80	5	245	11	19	98	181	<b>836</b>
<b>2023</b>	6	11	0	27	0	1	6	27	<b>78</b>
<b>2024</b>									
<b>2025</b>									
<b>5 year total</b>									



The following graph compares the numbers of consents for new dwellings issued by location within the District for the last 10 years.



Year - 2022 Month	Kaiapoi	Rangiora	Oxford	Woodend	Small Town/ Beach	Residential 4	Pegasus Res 6	Rural	Total
January	20	3	0	27	0	2	6	10	68
February	53	6	0	35	1	2	9	18	124
March	22	2	2	36	0	2	3	11	78
April	10	3	0	18	0	0	9	12	52
May	9	6	0	18	2	6	8	21	70
June	25	5	0	10	2	2	3	14	61
July	18	4	0	16	2	0	4	13	57
August	7	5	1	8	2	2	14	20	59
September	12	15	0	12	1	1	10	12	63
October	6	12	2	23	1	0	14	5	63
November	9	8	0	23	0	2	9	22	73
December	6	11	0	19	0	0	9	23	68
<b>Total 2022</b>	197	80	5	245	11	19	98	181	836

In December 2022, 68 new dwellings were consented in the District, this is 18 less than were consented in December 2021.

The distribution for consents for new dwellings in the Rural Zone for December and the calendar year is:

The distribution of consents for new dwellings for the Rural Zone	Year to Date 2022	Current Month: August
UDS area east of Two Chain Road and South of the Ashley River/Rakahuri	60	19
West of District	82	3
North of the Ashley River/Rakahuri	39	1
<b>Total</b>	<b>181</b>	<b>23</b>

2021	Kaiapoi	Rangiora	Oxford	Woodend	Small Town/ Beach	Residential 4	Pegasus Res 6	Rural	Total
January	2	12	0	2	0	3	15	7	41
February	7	14	1	46	1	2	16	10	97
March	15	16	0	34	0	3	22	16	106
April	15	14	0	15	0	3	13	25	85
May	28	20	0	15	1	2	16	8	90
June	36	11	1	14	4	3	7	14	90
July	25	6	1	9	2	3	15	13	74
August	14	15	0	17	2	2	10	7	67
September	7	22	0	19	2	0	8	17	75
October	6	12	0	11	1	5	11	10	56
November	16	10	0	8	5	2	5	15	61
December	23	9	0	24	3	5	9	13	86
<b>Total 2021</b>	194	161	3	214	21	33	147	155	928

In 2021, 928 new dwellings were consented in the District, this is 346 more than were consented in 2020.

The distribution for consents for new dwellings in the Rural Zone for calendar year is:

The distribution of consents for new dwellings for the Rural Zone	Year to Date 2021
UDS area east of Two Chain Road and South of the Ashley River/Rakahuri	46
West of District	62
North of the Ashley River/Rakahuri	47
<b>Total</b>	<b>155</b>

2020	Kaiapoi	Rangiora	Oxford	Woodend	Small Town/ Beach	Residential 4	Pegasus Res 6	Rural	Total
January	6	6	2	23	1	1	12	2	53
February	6	12	3	6	1	0	11	6	45
March	4	5	0	6	0	0	4	9	28
April	16	9	0	4	1	0	8	8	46
May	6	10	0	4	0	3	23	6	52
June	5	9	1	5	1	2	11	7	41
July	5	10	0	5	1	3	18	10	52
August	2	3	0	5	1	5	11	15	42
September	11	15	0	8	1	0	11	6	52
October	6	10	1	10	1	2	15	10	55
November	9	7	1	13	0	2	17	9	58
December	10	10	0	4	0	4	17	13	58
<b>Total 2020</b>	<b>86</b>	<b>106</b>	<b>8</b>	<b>93</b>	<b>8</b>	<b>22</b>	<b>158</b>	<b>101</b>	<b>582</b>

In 2020, 582 new dwellings were consented in the District, this is 59 fewer than were consented in 2019.

The distribution for consents for new dwellings in the Rural Zone for calendar year is:

The distribution of consents for new dwellings for the Rural Zone	Year to Date 2020
UDS area east of Two Chain Road and South of the Ashley River/Rakahuri	28
West of District	36
North of the Ashley River/Rakahuri	37
<b>Total</b>	<b>101</b>

2019	Kaiapoi	Rangiora	Oxford	Woodend	Small Town/ Beach	Residential 4	Pegasus Res 6	Rural	Total
January	8	10	2	6	1	2	10	12	51
February	4	9	1	7	1	3	15	8	48
March	6	13	1	13	1	3	24	6	67
April	6	4	1	12	1	3	6	7	40
May	6	9	0	8	0	1	10	10	44
June	6	7	0	6	0	2	11	9	41
July	5	27	0	9	1	3	10	6	61
August	1	20	0	33	2	4	4	7	71
September	8	8	2	28	0	2	5	5	58
October	5	19	1	15	1	3	12	7	63
November	7	7	0	16	0	3	13	7	53
December	14	6	0	8	0	2	7	7	44
<b>Total 2019</b>	<b>76</b>	<b>139</b>	<b>8</b>	<b>161</b>	<b>8</b>	<b>31</b>	<b>127</b>	<b>91</b>	<b>641</b>

In 2019 there were 641 new dwellings consented in the District, this is 71 fewer than were consented in 2018.

New dwellings in the rural zones make up 14% of the total new dwellings consented. The distribution for consents issued for new dwellings in the rural zone for 2019 is:

The distribution of consents for new dwellings for the Rural Zone	Year to Date 2019
UDS area east of Two Chain Road and South of the Ashley River/Rakahuri	23
West of District	36
North of the Ashley River/Rakahuri	32
<b>Total</b>	<b>91</b>

2018	Kaiapoi	Rangiora	Oxford	Woodend	Small Town/ Beach	Residential 4	Pegasus Res 6	Rural	Total
January	8	4	1	2	1	3	2	4	25
February	5	39	3	0	1	5	6	15	74
March	9	23	1	0	0	9	2	12	56
April	3	25	1	2	0	2	14	9	56
May	9	24	1	3	0	5	4	13	59
June	9	38	2	2	0	1	12	8	72
July	14	25	1	1	0	5	7	9	62
August	19	6	2	8	1	4	10	8	58
September	7	20	1	19	0	3	7	7	64
October	8	12	0	26	1	3	6	8	64
November	10	13	1	20	0	4	8	9	65
December	18	13	0	7	0	3	6	10	57
<b>Total 2018</b>	<b>119</b>	<b>242</b>	<b>14</b>	<b>90</b>	<b>4</b>	<b>47</b>	<b>84</b>	<b>112</b>	<b>712</b>

In 2018 there were 712 new dwellings consented in the District, this is 139 more than were consented in 2017.

The distribution for consents for new dwellings in the Rural Zone for the calendar year is:

The distribution of consents for new dwellings for the Rural Zone	Year to Date 2018
UDS area east of Two Chain Road and South of the Ashley River/Rakahuri	28
West of District	53
North of the Ashley River/Rakahuri	33
<b>Total</b>	<b>114</b>

2017	Kaiapoi	Rangiora	Oxford	Woodend	Small Town/ Beach	Residential 4	Pegasus Res 6	Rural	Total
January	20	10	2	3	0	3	3	6	47
February	18	8	0	2	0	3	2	11	44
March	12	20	0	1	3	1	13	11	61
April	5	11	1	0	1	3	2	7	30
May	15	13	1	2	2	8	8	10	59
June	7	5	0	2	1	7	8	8	38
July	8	28	0	1	1	1	5	7	51
August	14	23	1	0	2	2	9	11	62
September	11	12	1	1	0	4	9	8	46
October	19	9	1	0	2	2	4	6	43
November	5	6	1	2	0	1	9	18	42
December	12	16	0	2	2	3	5	10	50
<b>Total 2017</b>	<b>146</b>	<b>161</b>	<b>8</b>	<b>16</b>	<b>14</b>	<b>38</b>	<b>77</b>	<b>113</b>	<b>573</b>

In December 2017 there were 50 new dwellings consented in the District, this is 6 fewer than were consented in December 2016.

The distribution for consents for new dwellings in the Rural Zone for December and the year to date is:

The distribution of consents for new dwellings for the Rural Zone	Year to Date (January – December) 2017	Current Month: December
UDS area east of Two Chain Road and South of the Ashley River/Rakahuri	29	1
West of District	46	5
North of the Ashley River/Rakahuri	38	4
<b>Total</b>	<b>113</b>	<b>10</b>

2016	Kaiapoi	Rangiora	Oxford	Woodend	Small Town/ Beach	Residential 4	Pegasus Res 6	Rural	Total
January	8	19	0	0	1	1	4	5	38
February	24	18	0	0	0	3	4	15	64
March	16	9	3	1	2	3	6	8	48
April	10	30	1	0	1	3	4	6	55
May	19	16	0	0	1	1	7	13	57
June	15	28	2	0	2	1	6	6	60
July	17	167	1	4	0	0	2	7	198
August	15	21	2	1	1	2	5	5	52
September	14	14	1	2	2	3	4	9	49
October	11	9	0	0	0	4	6	10	40
November	14	12	0	0	0	4	2	8	40
December	20	12	5	1	0	4	4	10	56
<b>Total 2016</b>	<b>183</b>	<b>355</b>	<b>15</b>	<b>9</b>	<b>10</b>	<b>29</b>	<b>54</b>	<b>102</b>	<b>757</b>

In total 757 new dwellings were consented in the Waimakariri District in 2016. For the year this is 86 more new dwelling consents than were processed in 2015. It should be noted that in July, 93 serviced apartments were consented as part of the Ryman development in Rangiora. These serviced apartments are counted as 'new dwellings' as described by Statistics NZ in their definition (*dwellings are self-contained permanent residences. Examples include houses, apartments, townhouses, granny flats, and licence-to-occupy retirement village units.*)

The distribution for consents for new dwellings in the Rural Zone for 2016 is:

The distribution of consents for new dwellings for the Rural Zone	Year to Date January - December 2016
UDS area east of Two Chain Road and South of the Ashley River/Rakahuri	28
West of District	47
North of the Ashley River/Rakahuri	27



2015	Kaiapoi	Rangiora	Oxford	Woodend	Small Town/ Beach	Residential 4	Pegasus Res 6	Rural	Total
January	14	10	5	0	2	0	6	11	48
February	32	7	3	1	2	2	5	5	57
March	19	14	2	0	0	1	21	15	72
April	13	10	3	0	2	1	5	4	38
May	21	27	2	0	1	0	4	8	63
June	18	9	1	0	3	3	5	10	49
July	28	11	3	1	6	2	8	18	77
August	17	9	0	0	2	2	7	10	47
September	17	7	0	0	3	1	4	11	43
October	27	20	0	0	4	2	3	16	72
November	14	24	1	0	0	2	7	9	57
December	14	11	1	0	2	3	2	15	48
<b>Total 2015</b>	234	159	21	2	27	19	77	132	671

In total 671 new dwellings were consented in the Waimakariri District in 2015. For the year, this is 360 fewer new dwelling consents than processed in 2014.

The distribution for consents for new dwellings for the Rural Zone for 2015 is:

- 49 UDS area east of Two Chain Road and South of the Ashley River/Rakahuri
- 56 West of District
- 27 North of the Ashley River/Rakahuri

2014	Kaiapoi	Rangiora	Oxford	Woodend	Small Town/ Beach	Residential 4	Pegasus Res 6	Rural	Total
January	27	20	7	0	0	4	12	14	84
February	26	23	3	0	3	3	8	8	74
March	34	33	1	2	1	6	10	16	103
April	29	8	3	0	0	4	18	9	71
May	27	21	3	1	1	5	16	15	89
June	31	16	3	0	0	2	19	15	86
July	30	13	3	0	1	3	11	10	71
August	16	13	3	1	1	4	6	10	54
September	34	11	2	0	0	1	2	9	59
October	20	16	2	0	0	2	23	22	85
November	35	15	4	0	3	0	64	15	136
December	62	11	0	0	0	3	24	19	119
<b>Total 2014</b>	371	200	34	4	10	37	213	162	1031

119 new dwellings were consented December 2014, which is 30 more than for December 2013. For the year, 247 fewer new dwellings were consented compared with 2013.

In November, 22 units were consented at Silverstream, 11 at Beach Grove, and of the 24 new dwellings consented at Pegasus 16 were units.

The distribution for consents for new dwellings for the Rural Zone for 2014 is:

- 43 UDS area east of Two Chain Road and South of the Ashley River/Rakahuri
- 85 West of District
- 34 North of the Ashley River/Rakahuri

2013	Kaiapoi	Rangiora	Oxford	Woodend	Small Town/ Beach	Residential 4	Pegasus Res 6	Rural	Total
January	30	15	6	1	3	12	28	10	105
February	36	26	5	1	1	16	17	17	119
March	27	71	2	0	1	6	18	19	144
April	15	22	2	0	4	8	13	15	79
May	29	31	3	0	1	15	15	13	107
June	20	26	6	0	3	4	8	10	77
July	32	16	3	0	1	5	19	24	100
August	23	16	2	0	1	8	21	20	91
September	58	17	0	0	0	4	23	15	117
October	51	21	4	0	2	4	18	13	113
November	59	18	2	0	0	11	24	23	137
December	19	14	1	1	0	4	20	30	89
<b>Total 2013</b>	399	293	36	3	17	97	224	209	1278

For the calendar year 2013, 1278 consents for new dwellings have been issued compared with 1075 for 2012.

The distribution for consents for new dwellings for the Rural Zone for 2013 is:

- 48 UDS area east of Two Chain Road and South of the Ashley River/Rakahuri
- 109 West of District
- 52 North of the Ashley River/Rakahuri

2012	Kaiapoi	Rangiora	Oxford	Woodend	Small Town/ Beach	Residential 4	Pegasus Res 6	Rural	Total
<b>January</b>	10	26	0	0	0	0	14	14	64
<b>February</b>	14	19	1	0	0	1	7	21	63
<b>March</b>	26	15	5	1	1	4	29	21	102
<b>April</b>	14	16	3	2	0	2	15	22	74
<b>May</b>	18	44	3	0	0	1	26	30	122
<b>June</b>	10	21	0	0	0	5	15	19	70
<b>July</b>	29	16	3	0	2	8	18	26	102
<b>August</b>	25	42	0	0	1	6	18	23	115
<b>September</b>	32	29	3	0	1	6	18	17	106
<b>October</b>	27	15	3	0	1	2	5	10	63
<b>November</b>	34	30	2	1	3	8	13	22	113
<b>December</b>	17	24	0	1	3	9	16	11	81
<b>Total 2012</b>	256	297	23	5	12	52	194	236	1075

81 consents for new dwellings were issued in December 2012, which is 25 more than for December 2011. For 2012, the Council has issued 1075 consents for new dwellings, which is 561 more than for 2011.

The distribution for consents for new dwellings for the Rural Zone for 2012 is:

63	UDS area east of Two Chain Road and South of the Ashley River/Rakahuri
119	West of District
54	North of the Ashley River/Rakahuri

2011	Kaiapoi	Rangiora	Oxford	Woodend	Small Town/ Beach	Residential 4	Residential 5	Pegasus Res 6	Rural	Total
January	3	6	0	0	0	0	0	5	6	20
February	5	15	1	0	1	0	0	6	6	34
March	4	15	0	1	3	0	0	7	12	42
April	3	6	2	0	2	0	0	7	11	31
May	2	9	0	0	2	0	0	5	9	27
June	1	12	0	0	0	0	0	1	9	23
July	2	7	1	0	0	0	0	3	7	20
August	3	17	0	1	0	0	0	11	13	45
September	14	14	0	0	0	0	0	12	8	48
October	9	37	0	0	1	0	0	6	12	65
November	6	39	1	1	0	2	0	14	14	77
December	7	18	3	1	0	0	0	13	14	56
<b>Total 2011</b>	<b>59</b>	<b>195</b>	<b>8</b>	<b>4</b>	<b>9</b>	<b>2</b>	<b>0</b>	<b>90</b>	<b>121</b>	<b>488</b>

2010	Kaiapoi	Rangiora	Oxford	Woodend	Small Town/ Beach	Residential 4	Residential 5	Pegasus Res 6	Rural	Total
January	2	10	0	1	0	1	0	3	16	33
February	2	11	0	1	0	0	0	6	7	27
March	3	14	0	0	0	0	0	10	17	44
April	4	12	2	0	1	0	0	7	13	39
May	4	26	2	0	2	0	0	5	15	54
June	3	10	2	1	1	1	0	6	24	48
July	3	11	0	0	1	0	0	11	18	44
August	0	8	0	0	1	0	0	3	15	27
September	0	7	0	1	1	0	0	8	14	31
October	0	5	1	0	0	0	0	3	7	16
November	5	17	0	0	2	1	0	8	13	46
December	9	9	0	1	3	0	0	10	10	42
<b>Total 2010</b>	<b>35</b>	<b>140</b>	<b>7</b>	<b>5</b>	<b>12</b>	<b>3</b>	<b>0</b>	<b>80</b>	<b>169</b>	<b>451</b>

2009	Kaiapoi	Rangiora	Oxford	Woodend	Small Town/ Beach	Residential 4	Residential 5	Pegasus Res 6	Rural	Total
January	1	2	0	0	0	0	0	2	7	12
February	1	6	0	0	0	0	0	3	8	18
March	0	1	1	0	0	0	0	4	15	21
April	1	10	0	2	0	0	0	2	10	25
May	0	3	1	0	0	0	0	3	9	16
June	2	6	0	1	0	1	0	5	10	25
July	3	6	0	1	0	1	0	4	15	30
August	0	18	2	0	0	1	0	4	17	42
September	2	10	0	0	1	0	0	6	15	34
October	0	11	3	0	2	0	0	8	13	36
November	0	2	1	0	1	1	0	8	22	35
December	0	9	1	0	1	0	1	6	17	35
<b>Total 2009</b>	<b>10</b>	<b>84</b>	<b>9</b>	<b>4</b>	<b>5</b>	<b>4</b>	<b>1</b>	<b>55</b>	<b>158</b>	<b>329</b>

2008	Kaiapoi	Rangiora	Oxford	Woodend	Small Town/ Beach	Residential 4	Residential 5	Pegasus Res 6	Rural	Total
January	3	39	1	1	0	0	0	0	20	64
February	8	13	3	2	0	1	0	0	16	43
March	4	12	3	0	1	1	0	5	18	44
April	1	6	0	0	2	0	0	0	26	35
May	1	8	2	0	2	1	1	8	22	45
June	2	5	0	0	0	0	0	3	15	25
July	1	8	1	1	1	1	1	7	18	39
August	2	5	3	0	0	0	0	4	17	31
September	2	1	2	0	0	0	0	5	20	30
October	6	6	0	0	1	1	0	1	15	30
November	2	2	1	0	0	0	0	1	15	21
December	0	3	0	0	2	2	0	3	9	19
<b>Total 2008</b>	<b>13</b>	<b>108</b>	<b>16</b>	<b>4</b>	<b>9</b>	<b>7</b>	<b>2</b>	<b>37</b>	<b>211</b>	<b>426</b>


<b>Waimakariri District – Building Consents for New Dwellings and Locations 2001 – 2005</b>									
<b>Year</b>	<b>Kaiapoi</b>	<b>Rangiora</b>	<b>Oxford</b>	<b>Woodend</b>	<b>Small Town/ Beach</b>	<b>Residential 4 Zones</b>	<b>Residential 5 Zone</b>	<b>Rural</b>	<b>Total</b>
<b>2001</b>	42	67	4	20	13	19	0	126	288
<b>2002</b>	49	74	8	29	8	21	1	168	358
<b>2003</b>	101	114	9	42	13	24	2	163	466
<b>2004</b>	204	98	24	36	13	27	2	220	624
<b>2005</b>	66	174	11	6	8	18	2	242	523
<b>Total</b>	<b>462</b>	<b>527</b>	<b>56</b>	<b>133</b>	<b>55</b>	<b>109</b>	<b>7</b>	<b>919</b>	<b>2,259</b>

<b>Waimakariri District – Building Consents for New Dwellings and Locations 2006 – 2010</b>										
<b>Year</b>	<b>Kaiapoi</b>	<b>Rangiora</b>	<b>Oxford</b>	<b>Woodend</b>	<b>Small Town/ Beach</b>	<b>Residential 4 Zones</b>	<b>Residential 5 Zone</b>	<b>Pegasus</b>	<b>Rural</b>	<b>Total</b>
<b>2006</b>	49	157	12	10	12	11	2	0	215	468
<b>2007</b>	30	236	18	4	14	10	1	0	229	542
<b>2008</b>	32	108	16	4	9	7	2	37	211	426
<b>2009</b>	10	84	9	4	5	4	1	55	158	329
<b>2010</b>	35	140	7	5	12	3	0	80	169	451
<b>Total</b>	<b>156</b>	<b>725</b>	<b>62</b>	<b>27</b>	<b>52</b>	<b>35</b>	<b>6</b>	<b>172</b>	<b>982</b>	<b>2,216</b>

<b>Waimakariri District – Building Consents for New Dwellings and Locations 2011 – 2015</b>									
<b>Year</b>	<b>Kaiapoi</b>	<b>Rangiora</b>	<b>Oxford</b>	<b>Woodend</b>	<b>Small Town/ Beach</b>	<b>Residential 4 Zones</b>	<b>Pegasus</b>	<b>Rural</b>	<b>Total</b>
<b>2011</b>	59	195	8	4	9	2	90	121	488
<b>2012</b>	256	297	23	5	12	52	194	236	1075
<b>2013</b>	399	293	36	3	17	97	224	209	1278
<b>2014</b>	371	200	34	4	10	37	213	162	1019
<b>2015</b>	234	159	21	2	27	19	77	132	671
<b>5 year total</b>	<b>1,319</b>	<b>1,144</b>	<b>122</b>	<b>18</b>	<b>75</b>	<b>207</b>	<b>798</b>	<b>860</b>	<b>4,531</b>

<b>Waimakariri District – Building Consents for New Dwellings and Locations 2016 – 2020</b>									
<b>Year</b>	<b>Kaiapoi</b>	<b>Rangiora</b>	<b>Oxford</b>	<b>Woodend</b>	<b>Small Town/ Beach</b>	<b>Residential 4 Zones</b>	<b>Pegasus</b>	<b>Rural</b>	<b>Total</b>
<b>2016</b>	183	355	15	9	10	29	54	102	757
<b>2017</b>	146	161	8	16	14	38	77	113	573
<b>2018</b>	119	242	14	90	4	47	84	112	712
<b>2019</b>	76	139	8	161	8	31	127	91	641
<b>2020</b>	86	106	8	93	8	22	158	101	582
<b>5 year total</b>	<b>610</b>	<b>1,003</b>	<b>53</b>	<b>369</b>	<b>44</b>	<b>167</b>	<b>500</b>	<b>519</b>	<b>3,265</b>



**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** Gov 11-01/ 230317037308**REPORT TO:** Council**DATE OF MEETING:** 4 April 2023**AUTHOR(S):** Thea Kunkel, Governance Team Leader**SUBJECT:** ANZAC Day Services 2023**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)  
Department Manager  
Acting Chief Executive**1. SUMMARY**

The purpose of this report is to appoint Council representation to attend the 2023 Anzac Day services around the Waimakariri District, and for the representative(s) to lay the wreath on behalf of the Council.

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

- (a) **Receives** report No 230317037308.
- (b) **Appoints** Deputy Mayor Atkinson and Councillors ..... to attend the Ohoka Anzac Day service to be held at 11am on Monday, 24 April 2023, at Ohoka Hall, Mill Road, and to lay a wreath. Noting that the wreath will be laid in conjunction with an Oxford-Ohoka Community Board member.
- (c) **Appoints** Mayor Gordon and Councillors ..... to attend the Woodend Anzac service to be held at 6pm on Monday, 24 April 2023, at the Woodend War Memorial, and to lay a wreath.
- (d) **Appoints** Councillors ..... to attend the Sefton Anzac service to be held at 6pm on Monday, 24 April 2023, at the Sefton Domain, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Woodend-Sefton Community Board member.
- (e) **Appoints** Mayor Gordon and Councillors ..... to attend the Pegasus Dawn Service (Sounding only) to be held at 6am on Tuesday, 25 April 2023, at Pegasus Lake.
- (f) **Appoints** Mayor Gordon and Councillors ..... to attend the Kaiapoi Dawn Service to be held at 6.30am on Tuesday, 25 April 2023, at the War Memorial at Raven Quay, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Kaiapoi-Tuahiwi Community Board member.
- (g) **Appoints** Councillor ..... to attend the Oxford Anzac Day service to be held at 9am on Tuesday, 25 April 2023, at the Oxford Cenotaph, and to lay a wreath.
- (h) **Appoints** Councillor ..... to attend the RSA service at the Rangiora High School to be held at 9.30am on Tuesday, 25 April 2023, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Rangiora-Ashley Community Board member.

- (i) **Appoints** Mayor Gordon and Councillors ....., to attend the Kaiapoi Citizens' Anzac Day Service to be held at 10am on Tuesday, 25 April 2023, Kaiapoi Cenotaph (Trousselot Park), and to lay a wreath.
- (j) **Appoints** Councillor ..... to attend the Cust and West Eyreton Anzac Day service to be held at the Cust Community Centre and the Cust Cenotaph at 10am on Tuesday, 25 April 2023, and to lay a wreath. Noting that the wreath will be laid in conjunction with an Oxford-Ohoka Community Board member.
- (k) **Appoints** Mayor Gordon and Councillors ....., to attend the Rangiora Anzac Day Service to be held at 11.30am on Tuesday, 25 April 2023, at the Rangiora Cenotaph, and to lay a wreath.
- (l) **Appoints** Councillor ..... to attend the West Eyreton Anzac Day Wreath Laying service to be held at 12pm on Tuesday, 25 April 2023, at the West Eyreton Memorial Gates, and lay a wreath. Noting that the wreath will be laid in conjunction with an Oxford-Ohoka Community Board member.
- (m) **Appoints** Mayor Gordon and Councillors ....., to attend the Tuahiwi Anzac Day services to be held at 2pm on Tuesday, 25 April 2023, at the Tuahiwi Urupa, and to lay a wreath. Noting that the wreath will be laid in conjunction with an Kaiapoi-Tuahiwi Community Board member.
- (n) **Appoints** Deputy Mayor Atkinson to lay a wreath on behalf of the people of Zonnebeke, Belgium at the Kaiapoi Citizens' Anzac Day Service to be held at 10am on Tuesday, 25 April 2023, at the Raven Quay Cenotaph.
- (o) **Appoints** Deputy Mayor Atkinson to lay a wreath on behalf of the people of Zonnebeke, Belgium at the Rangiora Anzac Day Service to be held at 11.30am on Tuesday, 25 April 2023, at the Rangiora Cenotaph.
- (p) **Notes** that the Community Boards will be represented and lay wreaths at the various local Royal New Zealand Returned and Services Association (RSA) ANZAC Services within the District.
- (q) **Circulates** a copy of this report to Community Boards for information.

### 3. **BACKGROUND**

- 3.1 Anzac Day is on Tuesday, 25 April 2023, and it is normal for a representative of the Council to attend services to lay the wreaths (if required) on behalf of the district. Wreaths are also laid at Rangiora and Kaiapoi on behalf of the people of Zonnebeke, Belgium, to support the twinning relationship between the two districts. A reciprocal arrangement is made with the District of Zonnebeke.
- 3.2 Representatives from the Community Boards will be laying wreaths at the Woodend, Kaiapoi Citizens, Oxford and the Rangiora services. The Community Boards representative will also lay wreaths in conjunction with the Council representatives at the other Anzac Day services.

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

- 4.1 Three services will be held in the Waimakariri District on Monday, 24 April 2023, starting with a service at the Ohoka Hall (Mill Road), followed by services at the Sefton Domain and the Woodend War Memorial.
- 4.2 All other services will be held on Tuesday, 25 April 2023, with the service in Rangiora taking place at the Rangiora Cenotaph. However, the Council and the Rangiora-Ashley Community Board will also be laying a wreath at the Wall of Remembrance at the Rangiora High School.

- 4.3 The Ashley School will commemorate ANZAC Day with a short ceremony on Tuesday, 25 April 2023, in the Ashley School Hall. A representative of the Rangiora-Ashley Community Board will be requested lay a wreath at the Ashley War Memorial as part of the ceremony.
- 4.4 The Kaiapoi Citizens' Service will be held at 10am of the Kaiapoi Cenotaph (Trousselot Park). However, members are also invited to the dawn service being held at 6.30am at the War Memorial at Raven Quay. Community participation will be welcomed at this service. A breakfast for 100 people will follow the dawn service at the Kaiapoi Club. This is a pre-ticketed event.
- 4.5 The primary service in Oxford will be held at the Oxford Cenotaph. A more intimate service will be held at the Cust Cenotaph, proceeding to the West Eyreton Memorial Gates for a wreath blessing and a community cuppa in the West Eyreton Hall.

- 4.6 The times of the services are:

<b>Monday 24 April 2023:</b>	Ohoka Hall	11am
	Woodend War Memorial	6pm
	Sefton Domain Service	6pm
<b>Tuesday 25 April 2023:</b>	Pegasus Dawn Service	6am
	Kaiapoi War Memorial Service	6.30am
	Oxford Cenotaph Service	9am
	Rangiora High School Service	9.30am
	Kaiapoi Citizens' Service	10am
	Cust Cenotaph Service	10am
	Rangiora Cenotaph Service	11.30am
	West Eyreton Service	12pm
	Tuahiwi (Urupa)	2pm

- 4.7 **Implications for Community Wellbeing**

The commemoration of Anzac Day has been ingrained in New Zealand culture since 1916. Many community members attend parades and/or commemorative ceremonies to acknowledge the sacrifices made by New Zealand's armed forces.

- 4.8 The Management Team have reviewed this report and supports the recommendations.

## 5. **COMMUNITY VIEWS**

### 5.1 **Mana whenua**

Taking into consideration the provisions of the Memorandum of Understanding between Te Ngāi Tūāhuriri Rūnanga and the Council, Te Ngāi Tūāhuriri hapū may be affected by or have an interest in the subject matter of this report. Many Ngāi Tūāhuriri ancestors fought in both World Wars, and their legacy should be honoured. Hence, Council and Kaiapoi-Tuahiwi representatives will attend the Anzac Day Service at the Tuahiwi Urupa.

### 5.2 **Groups and Organisations**

Staff are assisting the local RSA representatives with Traffic Management Plans, advertising of services and service sheets.

### 5.3 **Wider Community**

The events will be advertised before the day, outlining the time and place of ceremonies in the Waimakariri District and inviting all community members to attend one or more services.

The community expect Anzac services to be held in the district. These are public events, and everyone is welcome to attend.

## 6. **IMPLICATIONS AND RISKS**

### 6.1 **Financial Implications**

The costs for wreaths, advertising, traffic management and service sheets are met from the Governance budget totalling approximately \$19,000. Any Councillor attending the Kaiapoi Dawn Service breakfast usually pays for themselves.

### 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. Traffic management plans have been implemented in conjunction with the RSA's.

### 6.4 **Health and Safety**

All health and safety-related issues will fall under the auspices of the local RSA who will be hosting the various services.

## 7 **CONTEXT**

### 7.1 **Consistency with Policy**

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

### 7.2 **Authorising Legislation**

Not applicable.

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

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

People are friendly and caring, creating a strong sense of community in our District. There are wide-ranging opportunities for people of different ages and cultures to participate in community life and recreational activities.

### 7.4 **Authorising Delegations**

The elected members attend public events on behalf of the community.

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

**FILE NO and TRIM NO:** RDG-31 / 230203015254

**REPORT TO:** KAIAPOI-TUAHIWI COMMUNITY BOARD

**DATE OF MEETING:** 20<sup>th</sup> March 2023

**AUTHOR(S):** Shane Binder, Senior Transportation Engineer

**SUBJECT:** Smith Street, Kaiapoi – Approval to reduce the Speed Limit on Smith Street to 50km/h

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

  
General Manager

  
Chief Executive

**1. SUMMARY**

- 1.1. This report is seeking approval to apply to the Director at Waka Kotahi, to lower the speed limit on Smith Street, Kaiapoi (SH1 motorway southbound on-ramp to the existing speed threshold 90m east of the Smith Street Bridge) to 50km/h, under the *Setting of Speed Limits Rule 2022*.
- 1.2. A proposed 50km/h speed restriction for this section of Smith Street was consulted upon during the period of 3rd to 28th November 2022.
- 1.3. Consultation on the proposed lower speed limit on Smith Street received 52% support from respondents, with the remaining 48% of respondents opposed to the change. The results and submissions received are included in Attachments i to iii.
- 1.4. The proposed speed limit change is to support the change in activity in this area, resulting from the development at “Waimak Junction” and installation of new traffic signals. This will result in an increase in traffic and pedestrian movements in this area.
- 1.5. The new *Setting of Speed Limits Rule 2022* requires Road Controlling Authorities to develop a speed management plan ahead of the 2024-2027 National Land Transport Planning cycle. However, in the interim, it also details an alternative process which allows the Road Controlling Authority to make changes to speed limits, with the approval of the Director at Waka Kotahi.

**Attachments:**

- i. Smith Street Speed Limit Review Consultation Results (TRIM No. 230309033021)
- ii. Smith Street Speed Limit Review – Canterbury/West Coast Automobile Association District Council Response (TRIM No. 230203015191)
- iii. Smith Street Speed Limit Review – New Zealand Road Transport Association Response (TRIM No. 230203015190)

**2. RECOMMENDATION**

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 230203015254.

*AND*

**THAT** the Kaiapoi-Tuahiwi Community Board recommends:

**THAT** the Council:

- (b) **Approves** a change to the speed limit on Smith Street, Kaiapoi (SH1 motorway southbound on-ramp to the existing speed threshold 90m east of the Smith Street Bridge), noting that this will then be submitted to the Director at Waka Kotahi under section 2.6 of the *Setting of Speed Limits Rule 2022*, requesting approval to proceed with the implementation.
- (c) **Notes** that consultation on a 50km/h speed limit on Smith Street, Kaiapoi (SH1 motorway southbound on-ramp to the existing speed threshold 90m east of the Smith Street Bridge) was undertaken in 2022 and this was supported by 52% of respondents, with the remaining 48% of respondents opposed to the change.

### 3. **BACKGROUND**

- 3.1. Smith Street is a straight sealed two-lane road with no horizontal alignment changes in the reviewed section. It has a fully developed residential neighbourhood on the north side and the south side has substantial large-format retail development consented, which is currently under construction. There is also a recreational access to the Kaiapoi River and Passchendaele Trail.
- 3.2. At present, Smith Street, between the end of Waka Kotahi jurisdiction (60m east of the southbound motorway intersection) and the existing 50 km/hr speed threshold (90m east of the Smith Street Bridge) as shown below in Figure One, has the following characteristics, as measured in October 2020:
- Posted speed: 80 km/hr
  - Operating speed (mean): 63 km/hr
  - Operating speed (85th percentile): 70.7 km/hr
  - Traffic volume (average daily traffic): 9,847

Figure One: Proposed Speed Limit Reduction Area (in blue)



- 3.1. The existing 80 km/h speed limit on Smith Street has been reviewed due to the development which is currently under construction. This change in land use has resulted in a rural speed limit being in place in a more urban / commercial setting. This setting has greater numbers of vehicle and people movements, as well as new traffic signals.

Increases to these factors correlates directly to an increase in the likelihood of a crash involving a motor vehicle, and at higher speeds, results in an increase of crash severity. Lower speeds in this area will enable road users greater time to judge and enter the adjacent road, whilst also reduce the severity of a crash if one were to occur.

- 3.2. The new *Setting of Speed Limits Rule 2022* requires Road Controlling Authorities to develop a speed management plan ahead of the 2024-2027 National Land Transport Planning cycle. However, in the interim, it also details an alternative process which allows the Road Controlling Authority to make changes to speed limits, with the approval of the Director at Waka Kotahi.
- 3.3. A proposed 50km/h speed restriction for this section of Smith Street was consulted upon during the period of 3rd to 28th November 2022.
- 3.4. Consultation on the proposed lower speed limit on Smith Street received 52% support from respondents, with the remaining 48% of respondents opposed to the change. One survey response opposing the proposed lower speed limit noted that they would support the lower speed limit in the future “if and when the traffic lights are constructed.” As this construction is under way at present, the survey response could be considered as a supporting vote. Full consultation results are included in Attachment i.

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

- 4.1. The Community Board has the following options available to them:

- 4.2. Option 1: Proceed with the recommendation to change the speed limit to 50km/h

This option would result in a recommendation being taken to Council and, if approved, an application submitted to the Director of Land Transport at Waka Kotahi to lower the speed limit on Smith Street to 50km/h. This would be prepared and submitted in alignment with the current *Setting of Speed Limits Rule 2022*.

This is the recommended option.

- 4.3. Option 2: Not progress the change in speed limit and retain the status quo

This option would see the current speed limit retained.

This is not the recommended option because the RCA may be perceived as not fulfilling its duty under the *Setting of Speed Limits Rule 2022* for setting safe and appropriate speeds on local roads.

This also could result in additional costs to Council for redesigning the new signalised intersection at Hakarau Road / Tunas Street to safely accommodate a higher speed limit and would result in a risk of higher speed / higher severity crashes occurring.

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

There are implications on community wellbeing by the issues and options that are the subject matter of this report. Lower speeds increase the safety for motorists, pedestrians, and cyclists within the urban area.

- 4.4. 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**

The following groups and organisations were provided formal consultation material during the period of the 3rd to 28th November 2022, as was required by the Setting of Speed Limits Rule 2022:

- Canterbury District Health Board
- Environment Canterbury / Metro
- Fire and Emergency New Zealand
- Mahaanui Kurataiao Ltd / Ngāi Tahu
- The New Zealand Police
- New Zealand Automobile Association
- New Zealand Trucking Association
- Road Transport Association
- Road Transport Forum
- Waka Kotahi NZTA

Responses were received from the New Zealand Automobile Association and Road Transport Association, both of which supported a reduced speed limit on Smith Street, Kaiapoi. These submissions are included in Attachments ii and iii. Formal responses were not received from the other groups and organisations. Council will be updated with feedback from these entities if they provide a late submission.

### 5.3. **Wider Community**

The wider community was informed of the consultation process through social media, advertisements in local newspapers, and announcements on the Council website. In addition to this, residents and businesses on Tunas Street, Camleigh Close, and Hakarau Road were informed of the consultation through a letter drop.

The public consultation was undertaken through Council's existing online forum (Let's Talk Waimakariri) during the period of 3rd to 28th November 2022. This consultation included a letter drop, information on community noticeboards, an online platform, Facebook posts, and advertisement in the Northern Outlook.

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

### 6.1. **Financial Implications**

There are financial implications of the decisions sought by this report. The majority of the cost associated with changing the speed limit is signage. This includes relocating the existing threshold signs and the addition of two repeater signs. It is estimated that this will cost approximately \$2,000 and will be funded through the Subdivision Contribution budget, as this change results from development.

There is a risk of further design and construction costs if the recommendations in this report are not adopted; these could result from additional works being required to accommodate high speeds at the new traffic signal at the Hakarau Road / Tunas Street intersection, presently under construction.

This budget is included in the Annual Plan/Long Term Plan.



## 6.2. Sustainability and Climate Change Impacts

The recommendations in this report do not have sustainability and/or climate change impacts. Reducing motorist speeds in this section of Smith Street will bring them closer to optimal speeds from the latest greenhouse gas emissions research but the overall impacts are expected to be nominal. Lower speed limits also lead to individuals feeling safer within the road corridor and hence generates more interest in more sustainable modes, like walking and cycling.

## 6.3 Risk Management

There are risks arising from the adoption/implementation of the recommendations in this report. There is potential risk that motorists may choose to ignore the posted speed limits. This would require enforcement from the New Zealand Police to encourage compliance. There is also a risk that the community may not remember the consultation process that was undertaken in 2022 and challenge the basis of changing the speed limit.

There is a risk of further design and construction costs if the recommendations in this report are not adopted; these could result from additional works being required to accommodate high speeds at the new traffic signal at the Hakarau Road / Tunas Street intersection, presently under construction.

## 6.3 Health and Safety

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

The physical works to implement the speed limit change (including signage & road markings) will be carried out by the District Maintenance Contractor (Corde Ltd) using contract approved health & safety systems. Corde Ltd have a SiteWise score of 100%.

## 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)* and the *Setting of Speed Limits 2022* outlines the responsibility of the Road Controlling Authority. Furthermore, they require that permanent speed limits are set with approval from Waka Kotahi and included in the National Speed Limit Register (NSLR). A Speed Management Plan is in the process of being developed for the District to inform the 2024-27 NLTP process.

### 7.3. Consistency with Community Outcomes

The following community outcomes are relevant to the actions arising from recommendations in this report:

#### 7.3.1. There is a safe environment for all

- Harm to people from natural and man-made hazards is minimised.
- Crime, injury, and harm from road crashes, gambling, and alcohol abuse are minimised.

#### 7.3.2. Transport is accessible, convenient, reliable, and sustainable

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

#### 7.4. **Authorising Delegations**

Per Part 3 of the WDC *Delegations Manual*, the Community Boards are responsible for considering any matters of interest or concern within their ward area.

The Council are responsible for approving any changes to speed limits.

# Smith Street

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## **SURVEY RESPONSE REPORT**

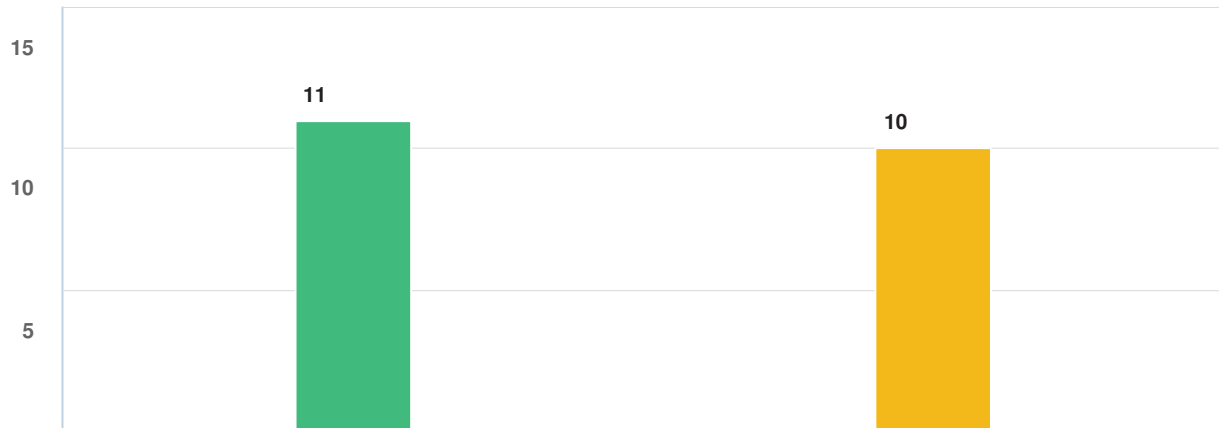
21 February 2020 - 08 March 2023

**PROJECT NAME:**

Smith Street Speed Limit



SURVEY QUESTIONS

**Q1** Do you agree with the proposed change to reduce the speed limit on Smith Street between State Highway 1 interchange and the...**Question options**

Yes, I agree  No, I don't agree

*Optional question (21 response(s), 0 skipped)*

*Question type: Checkbox Question*

**Q2 Any other comments or feedback?****ClaireJ**

11/06/2022 10:14 AM

With additional traffic turning on and off Smith Street, a 50km speed limit is more appropriate and will be safer for all road users.

**dreamingeeyore**

11/06/2022 10:24 AM

I live in Cridland st west which means every day I use the turnoff into tunas st. Almost every day cars at speed come up behind me from roadside road at 80k an hour while I slow to take the turn left - and the accidents in the area speak for themselves. Many years ago (before the turning lane was added on Smith st) I was also rear ended when trying to make the turn right into tunas. The work truck was building speed to 80k and didn't notice me sitting in the middle of the road indicating. He says he was blinded by the sun. This turning lane has helped immensely but speed in this area is a huge concern.

**Berend**

11/06/2022 11:26 AM

I suggest a 60km/h speed limit to replace the entire 80km/h zone from current 50/80km/h Kaiapoi signage (Smith St) to 80/100km/h Lineside Road/Skewbank Ln intersection with side roads off Smith St at 50km/h. Since Lineside Rd is part of Waka Kotahi, current plan maybe the only solution however.

**Steve61**

11/06/2022 12:56 PM

At least 80km/hr when you join the motorway you're getting up to speed.

**Np18**

11/06/2022 09:06 PM

It's getting dangerous. Also more building going on. Police should also monitor for boy races and burn outs which is a common occurrence there

**eleced**

11/06/2022 10:26 PM

50 is too slow for the type of road. How about 60km/hr.

**Jadelake07**

11/06/2022 11:09 PM

STOP LOWERING THE SPEED LIMITS EVERYWHERE.

**Rocket7**

11/06/2022 11:31 PM

There needs to be safe pedestrian crossings across Smith St- currently there is only the underpass by the Cam River (which I wouldn't want to have to use at night). Recently I was walking my dog and we ended up coming out from Tunas St, I was shocked at the lack of provision for pedestrians. This included no footpath when I walked back to the underpass, and (from memory) there wasn't one

**Smith Street** : Survey Report for **21 February 2020** to **08 March 2023**

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on the opposite (Hakarau Rd) side either. I hope this will be addressed too- especially so that the bus stops become more accessible for people who may have mobility issues, caring for young children etc. I did note, when I walked along the river-side of Smith St, that cars don't appear to slow down even after the speed limit changes to 50km (not starting to slow down until after the Charles/Ranfully St intersection), so maybe there will need to be some speed-bumps etc, especially near pedestrian crossings. Crossing at the corner of Smith and Charles Streets is difficult on Charles St as cars go so fast as they approach the Charles St stop sign and as they turn off Smith St onto Charles. (Crossing Smith St near Charles is ok because of the traffic islands).

**Anna.Alicia91**

11/07/2022 07:05 AM

Also would be good to put lights in once the new shopping complex is up an running as there will be a far bit of traffic in the area .

**chips\_n\_gravy24**

11/07/2022 09:09 AM

Don't think lowering of all these speed limits is needed, too many lowering of speed limits

**Nathan**

11/07/2022 09:49 AM

I think it should stay as is until the traffic lights have been installed / commissioned. I don't see a need to change the speed limit until the urban development is complete. Temporary traffic management can be used if and when the traffic lights are constructed. I support the change once the development is complete.

**Mare24**

11/07/2022 03:29 PM

I think there should be exit only onto Smith Street from McEwans Petrol. As resident of Tunas Street I have and have noticed several near misses as I enter the chevron on Smith Street to turn into Tunas and oncoming traffic enter the chevron to turn into McEwans of Smith Street.

**mattnz**

11/14/2022 04:32 PM

A speed limit that people will actually adhere to is needed. There are few access points and only one crossing traffic that will not be light controlled (it has very good sight lines, wide road etc). The south bound motorway exit has poor sight lines, and while controlled by a compulsory stop could be better designed if safety is important. I would expect 60km/h along that stretch of road.

**Lynda47**

11/14/2022 05:11 PM

I think with the amount of traffic coming onto Smith Street from the proposed new supermarket it makes sense to reduce the speed. Living in Camleigh Close it is great to see we will have lights from Tunas onto Smith St. That will make it so much easier to get out of

our street.

### WaimakAccess

11/28/2022 11:46 AM

On behalf of the Waimakariri Access Group Our group, Waimakariri Access Group (WAG) are a collaborative advisory and advocacy group to ensure the voice of the disabled person(s) in our Waimakariri communities is heard. We wish to communicate to you that we see the importance of encouraging our commercial sectors to reflect the needs of the demographics of our community, being especially conscious of our disabled persons demographic. One of our representative members of the WAG group are the Chris Ruth Centre (CRC). The CRC support some of our Waimakariri residents who are tetraplegic, heavily intellectually impaired, non-verbal and face a high level of barriers to engaging in our civic services provided by our council. On behalf of our members and the Chris Ruth Centre, the WAG group absolutely support the proposal to reduce the speed on Smith Street in the proposed area from 80km per hour, to 50km per hour and install traffic lights on the intersection of Tuna and Smith Street. These proposed changes would enhance the ability of the staff and the residents that attend the CRC to access the township of Kaiapoi and exercise their civil duties and rights in a way that ensures their safety. They previously have been waiting for an opportune time to cross the street, supported by staff. It will also aid residents that live down Tuna Street and beyond to safely enter Smith Street. With the signalised crossing for pedestrians there needs to be sufficient time to allow these residents and carers to cross, which is longer than average. It would be advantageous if there was a green cross signal for the pedestrians prior to allowing turning traffic given the future increase in turning traffic as the new shops open. The footpath needs to be suitable for wheelchairs, with a flat wide surface. Shona Powell Chair - Waimakariri Access Group

**Optional question** (15 response(s), 6 skipped)

**Question type:** Essay Question



**From:** [John Skevington](#)  
**To:** [Shane Binder](#)  
**Cc:** ["Alan Turner"](#); ["Allan Scott"](#); ["Amanda Dick"](#); [benselby917@gmail.com](mailto:benselby917@gmail.com); ["Brian Palliser"](#); ["Graeme Dodd"](#); ["Ivan Wilson"](#); ["Jinsong Chen"](#); ["John Skevington"](#); ["Mark White"](#); ["Vicki Alexander"](#); ["Warren Masters"](#)  
**Subject:** Smith Street Proposed Speed Limit Change.  
**Date:** Saturday, 26 November 2022 2:20:56 PM  
**Attachments:** [image001.png](#)  
[0.png](#)

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Good morning Shane,

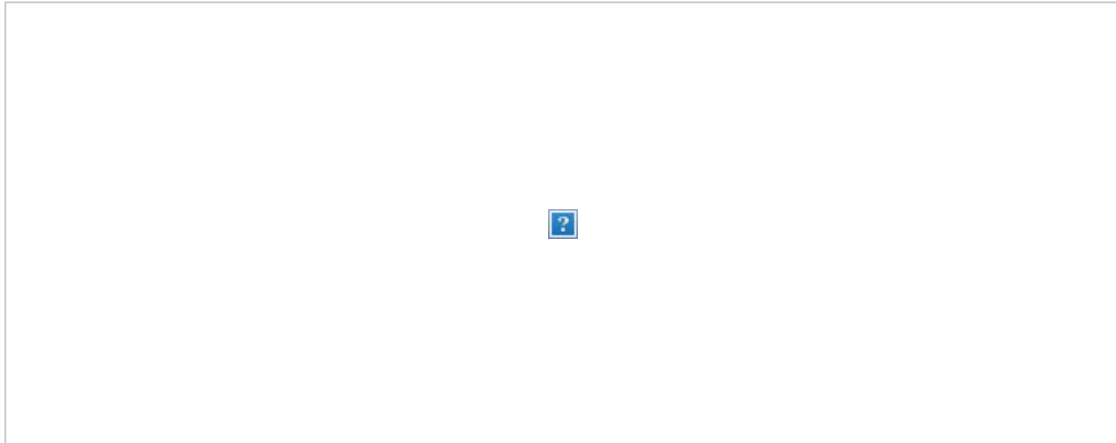
Just a quick email to let you know that our Canterbury/West Coast Automobile District Council are in agreement to the proposed speed limit reduction on Smith Street. The intensification of land use in the area makes this a sensible decision.

Best Regards,

John Skevington.

Chair....Canterbury/West Coast Automobile Association District Council.

Jo Ruane & John Skevington



**From:** [John Bond](#)  
**To:** [Shane Binder](#)  
**Subject:** RE: Smith Street speed limit reduction consultation - Road Transport Association  
**Date:** Wednesday, 16 November 2022 8:52:02 AM  
**Attachments:** [image002.png](#)  
[image003.jpg](#)  
[0.png](#)

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Good morning, Shane.

After discussing the proposed change with our local operators and senior management, we agree that the proposed speed change for the area to a 50km/h, makes sense.

The sports grounds and the development for the industrial site with new businesses are not all in 50km/h area now.

We have also considered the wellbeing of the residence, exiting out of Tunas Street, as well as the other streets entering Smith Street, making this safer as well.

The change will not unduly impact Commercial traffic, as there is really no linehaul usage, however the usual suburban deliveries, supermarkets and the likes, have two other routes that are all 50km/h areas now.

Even though we are aware that this is a major arterial for light vehicles from Rangiora to Northern Kaiapoi, their journey will be slowed for only a short period.

Therefore, we are happy to support this change going ahead.

Regards

**John Bond**

Regional Sector Advisor  
Ia Ara Aotearoa Transporting New Zealand Incorporated  
Ph 027 444 8136 or [john@transporting.nz](mailto:john@transporting.nz)

Head Office; PO Box 1778 Wellington, 6140  
[info@transporting.nz](mailto:info@transporting.nz)  
[www.transporting.nz](http://www.transporting.nz)



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**From:** Shane Binder <[shane.binder@wmk.govt.nz](mailto:shane.binder@wmk.govt.nz)>  
**Sent:** Wednesday, 9 November 2022 4:30 PM  
**To:** John Bond <[john@transporting.nz](mailto:john@transporting.nz)>  
**Subject:** Smith Street speed limit reduction consultation - Road Transport Association

Hi John. Please find attached details on a proposed reduction of the speed limit on Smith Street in Kaiapoi in response to urban development and a new traffic signal presently under construction on the south side of the corridor. Feel free to reach out if you have any questions or provide feedback at <https://letstalk.waimakariri.govt.nz/>

Regards,  
Shane Binder

**Shane Binder** | Transportation Engineer

Roading

Phone: 0800 965 468 (0800 WMK GOV)

Mobile: +64272413243



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

**FILE NO and TRIM NO:** TSU-22 / 200108001550

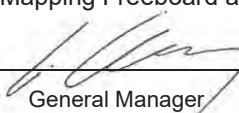
**REPORT TO:** UTILITIES AND ROADING COMMITTEE

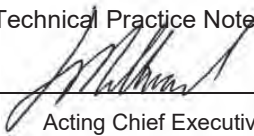
**DATE OF MEETING:** 21 March 2023

**FROM:** Gerard Cleary, General Manager Utilities and Roding  
Kelly LaValley, Project Delivery Manager

**SUBJECT:** Flood Mapping Freeboard and Floor Level Technical Practice Note

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

  
General Manager

  
Acting Chief Executive

**1. SUMMARY**

- 1.1 This report is to update the Utilities and Roding Committee and Council on work staff have been doing to ensure that a consistent and robust process is followed when assessing the risk of flooding and setting minimum floor levels for new dwelling houses in the district.
- 1.2 Minimum floor levels work in conjunction with Council infrastructure to provide a level of flood protection to dwelling houses. Minimum floor levels provide protection in large flood events that exceed the level of service provided by Council infrastructure.
- 1.3 The report requests that the Utilities and Roding Committee recommends that the Council adopt the Flood Mapping Freeboard and Floor Level Technical Practice Note (provided as attachment i).
- 1.4 This practice note has been written by the Utilities & Roding Department with on-going advice from Planning, Building Unit and Policy over approximately 2 years. Collaboration has predominately been through the Flood and Floor Level Working Group.
- 1.5 The key points of the practice note were workshopped with the Council with a good line of questions. Overall the principals of the practice note were positively received by the Council.
- 1.6 The practice note provides a process for determining finished floor level recommendations for very low, low, and medium hazard areas but advises that no building should occur in high flood hazard areas. This aligns with the requirements in the Proposed District Plan and the direction of the Canterbury Regional Policy Statement, which the Proposed District Plan must give effect to.
- 1.7 The practice note aligns with the approach taken with the Housing Amendment Act variation whereby flooding is proposed to be a qualifying matter that limits further housing intensification in areas of Kaiapoi.

**Attachments:**

- i. Draft - Flood Mapping Freeboard and Floor Level Technical Practice Note (Record No. 200106000520)

- ii. Memo to Flood and Floor Level Working Group, Minimum Floor Levels in Kaiapoi (Record No. 200106000237)
- iii. Kaiapoi Minimum Finished Floor Level Technical Memorandum (Record No. 200114003406)
- iv. Practice Note Process Flow Chart (Record No. 220323042890)
- v. Provide Minimum Finished Floor Level Advice Promapp process (Record No. 220323042876)

## 2. **RECOMMENDATION**

**THAT** the Utilities and Roading Committee:

- (a) **Receives** report No. 200108001550.

*AND*

**THAT** the Utilities and Roading Committee recommends:

**THAT** the Council:

- (b) **Endorse** the Flood Mapping Freeboard and Floor Level Technical Practice Note and associated process (Record No. 200106000520 and 220323042890).
- (c) **Notes** that the processes and requirements in this Technical Practice Note will be used by staff when setting minimum floor levels in relation to building, subdivision and land development in the district.
- (d) **Notes** that the Technical Practice Note may need to be revised once the Proposed District Plan is adopted to reflect the proposed changes to the natural hazards chapter.
- (e) **Notes** that the Technical Practice Note is a living document and may be amended by the General Manager Utilities & Roading, 3 Waters Manager or Project Delivery Manager with any major changes to be brought to the Council for endorsement.

## 3. **BACKGROUND**

- 3.1 The risk of flooding is a significant natural hazard in the district. Given the nature of our topography it requires careful consideration whenever houses are being planned for or constructed.
- 3.2 Council staff have robust systems and processes to manage this risk including, LIDAR survey, flood mapping and historical flood records. In recent years these processes have been strengthened considerably. If houses are constructed in a way that does not provide an adequate level of flood protection the cost and consequences can be significant for the property owner, builder, developer, insurers and the Council. The risk can never be completely eliminated, however, having clear requirements and good systems will help to minimise this risk.
- 3.3 Despite having good technical information there is, at times, a lack of consistency in its application. The Flood Mapping Freeboard and Floor Level Technical Practice Note will provide staff throughout the entire council with clear guidance when dealing with these matters. In addition to this builders, developers and property owners will have clearer information available to help them understand their obligations and the expectations of the Waimakariri District Council.
- 3.4 Due to cost pressures, there is an approach taken by some property owners, builders and developers to build to the standards of the Building Code which are a minimum. There is sometimes a reluctance to pay the cost of building floor levels up to an appropriate height and Council staff are therefore put under pressure to defend the Council's chosen position

on a floor level. This Technical Practice Note will be very helpful for all parties by clarifying requirements.

- 3.5 Minimum floor levels are set to protect dwelling houses from larger storm events that exceed the level of service of Council infrastructure. Other constructed flood protection systems, such as pumped systems or stop banks, can fail in large storm events; minimum flood levels will provide protection if potential failures occur.
- 3.6 The recent stormwater and flood protection works included in the Shovel Ready programme of works will improve outcomes for existing properties in Kaiapoi, however, the capacity of the pump systems installed is fixed. In order to ensure that no future dwellings are at risk in up to a 0.2% AEP (Annual Exceedance Probability) event, minimum floor levels are required.

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

##### 4.1. **Flood Mapping**

- 4.2. The Waimakariri District Council has in-house modelling capability and has produced a series of flood hazard maps based on flood models that show areas of flood risk with predicted water level and velocity for a range of storm events. These models are regularly updated, improved, and more recently include Ashley River breakout modelling.
- 4.3. Additionally, Council has commissioned coastal inundation modelling undertaken by an external consultant that shows areas of flood risk from coastal hazards. This information has also been incorporated into the flood hazard maps.
- 4.4. For large scale developments it is still necessary to carry out specific modelling to determine the impact the development has on the surrounding area and to determine minimum floor levels.
- 4.5. For individual houses and small developments the Waimakariri District Council flood hazard maps are appropriate for setting minimum floor levels provided the requirements of the Technical Practice Note are complied with.

##### 4.6. **Flood Annual Exceedance Probability**

- 4.7. For rural areas 0.5% AEP flood maps are used to predict flood levels. There are a number of reasons for using this probability of flood event.
- 4.8. Firstly the 0.5% AEP flood event is aligned with the requirements of the Canterbury Regional Policy Statement (CRPS).
- 4.9. Secondly, particularly in rural areas, the flood maps should be considered an indication of where flooding is likely to occur. They also categorise the flood hazard as low, medium or high rather than being an exact predictor of flood level. This is because they are broad scale and based on a relatively large grid scale when compared to actual house sites. Using the 0.5% AEP storm, coupled with the freeboard requirements gives an adequate level of conservatism for staff to be comfortable that the risk is being managed adequately. This allows the flood maps to be used to help locate individual houses and build to appropriate floor levels with confidence.
- 4.10. In urban areas such as Kaiapoi and Rangiora there has been modelling completed to a finer level of detail. These models use smaller grids and represent actual ground levels more accurately. The models also include the primary stormwater network (including pipes and pumps). Because of this higher level of confidence, 1% flood maps have been

produced as well as 2% flood maps. This allows a much better understanding of flood behaviour. As a result these 1% AEP models can be used, with the required freeboard, to set building consent floor levels in towns such as Rangiora and Kaiapoi.

- 4.11. Along with the requirements of the District Plan, the Canterbury Regional Policy statement requires Council to 'have regard' to the effects of a 0.5% AEP flood breakout event when assessing subdivision or land use consents. It is acknowledged that in some circumstances the specific site context will require consideration of the existing developed environment. The Technical Practice note addresses this matter by setting a starting point for assessment based on a 1% AEP flood event for individual dwellings, with any requirement for a higher finished floor level considered from this starting point.
- 4.12. **Climate Change**
- 4.13. Climate change has been allowed for in the flood modelling based on current recommendations from the Ministry for the Environment (MfE). This includes an allowance for sea level rise and an allowance for increased rainfall intensity as predicted by NIWA for future rainfall events.
- 4.14. One of three new pieces of legislation proposed by central government to replace the Resource Management Act is the Climate Change Adaptation Act. This legislation is expected to be introduced into the house as the third proposed Bill behind the Natural and Built Environments Act and the Strategic Planning Act. Staff understand that this Bill is likely to be introduced sometime in mid-late in 2023. Outcomes of the Climate Change Adaptation Act will be incorporated into future updates of the practice note.
- 4.15. **Freeboard**
- 4.16. There has been, in general, a requirement for a 300mm freeboard within the Waimakariri District. Freeboard is the height that the buildings floor level is constructed above the flood level. For example if the flood level is 1.0m above the ground at a house site and a 300mm freeboard is applied, then the building's floor level would need to be 1.3m above the ground.
- 4.17. There is a variation in the freeboard allowance that is used throughout New Zealand, this is generally between 300mm to 500mm. Table 1 below is a summary of freeboard allowances for a number of New Zealand territorial authorities.

Table 1: Comparison of New Zealand Freeboard Requirements

Location	Freeboard requirement
Waimakariri	300mm
Auckland	500mm, Residential 300mm, Commercial
Wellington	500mm, Habitable 200mm, Non Habitable
Christchurch	400mm
NZS4404, Code of Practice for Urban Subdivision	500mm
Dunedin	500mm 400mm in areas flooded in 2015
Building Act	500mm, if surface water depth is 100mm or more and adjacent to road or areas subject to vehicle wash, 150mm for all other cases.

- 4.18. The 300mm freeboard that is used in the Waimakariri District has its merits. However, it can be seen from the comparison in Table 1 that it is relatively low compared to the general requirement in other jurisdictions.
- 4.19. One justification for having a freeboard lower than some others is that Waimakariri District is located within a large and predominantly flat floodplain. Generally speaking, water flow is laminar at relatively low velocity. It also requires a lot of additional water to significantly increase the height of a flood as there is generally a large surface area to spread the water over. These characteristics make the water level more predictable and support a freeboard of 300mm.
- 4.20. However, there are a number of factors that would favour a higher freeboard of 500mm. These include; vehicle wash, survey error and inaccuracy, fences impeding flow, less public and insurance industry acceptance of flooding, modelling error and uncertainty, minor earthworks (bundings and channels) not represented in the model, ongoing ground movement due to seismic activity, unpredictability of climate change and, catchment changes upstream of development.
- 4.21. This Technical Practice Note takes an approach of varying the freeboard between 300mm and 500mm depending on the circumstances associated with flood risk. This issue is explained below and in the Technical Practice Note itself (attachment i).
- 4.22. New Greenfield Development
- 4.23. In new greenfield development areas the Technical Practice Note requires a 500mm freeboard above the 0.5% AEP flood level. This matches the freeboard requirement of 500mm in the New Zealand Standard, Land Development and Subdivision Infrastructure, NZS 4404:2010.
- 4.24. Where the land has a low risk of flooding, there is little or nothing that needs to be done by the Developer to achieve the freeboard requirement. In areas of medium or higher risk there may need to be additional filling or careful design considerations given to achieve the desired level of protection.
- 4.25. The Technical Practice Note is guidance for Council Staff in this situation, it also helps the Developer understand what Council engineers consider to be an acceptable level of protection. A Plan Change or Resource Consent for subdivision provide the formal process for assessing the effects of a development under the Resource Management Act (RMA). A Developer may choose to seek to gain approval for a lower level of flood protection than the



Technical Practice Note, which would require the preparation and approval of a site specific flood risk assessment. The formal RMA process allows for this and will take precedence over the requirements of the Technical Practice Note.

4.26. Existing Greenfield subdivisions

4.27. Many subdivisions that have been approved since 2000 have minimum floor level requirements. These include subdivisions such as Pegasus and Ravenswood. In these areas the floor level requirements are clearly spelled out and used without any need to utilise the Waimakariri District Council's flood maps to carry out further engineering assessment.

4.28. Existing Urban Areas (Brownfield) and Rural Areas

4.29. The Technical Practice Note adopts a variable freeboard between 300mm and 500mm. A staff working group consisting of experienced engineers workshopped this issue in developing the outlined approach. A 300mm freeboard is required for shallow flood water, increasing up to 400mm in medium hazard areas and 500mm in high hazard areas.

4.30. Where flood water is predicted to be less than 100mm in depth, then 300mm freeboard is required. This is because there is a lower flood risk and it is unlikely that significant waves can be sustained in such shallow water.

4.31. For flood water up to 300mm in depth, a 400mm freeboard is required. Where water exceeds 300mm, then a 500mm freeboard is required.

4.32. Rural Areas and Res 4A.

4.33. In areas where flood water is predicted to be below 100mm (very low hazard) the technical practice note requires a floor level to be 400mm above the surrounding ground. This allows for a 300mm freeboard.

4.34. 300mm is considered adequate as it is unlikely significant waves can be generated in less than 100mm of water. It is still necessary to allow for some freeboard as there is still a risk of error. Also, particularly in rural areas there is a risk that flooding will be deeper than predicted in localised areas due to minor earthworks, fences, shelterbelts, driveways and other land use changes. Our experience during flood events has shown this to be an issue, depending on the location of the building on the site.

4.35. For low hazard areas, where water can be up to 300mm deep, a freeboard of 400mm is required by the practice note. In medium hazard areas where water is greater than 300mm deep, a 500mm freeboard is required by the practice note.

4.36. In high hazard areas building is not anticipated by the practice note. If a property owner wishes to construct a house in a high hazard area then they will need to apply for a resource consent, supported with a flood risk assessment from a Chartered Professional Engineer. This assessment will need to take into consideration the Regional Policy Statement which seeks to avoid adverse environmental effects resulting from construction of houses in high hazard areas.

4.37. There is an allowance for exceptions such as on hillsides or ridges where there is not a risk of flooding.

4.38. Existing Urban Areas (Brownfield)

4.39. In urban areas (excluding Kaiapoi and coastal urban area of Kairaki, The Pines Beach, Woodend Beach and Waikuku Beach) the 1% AEP flood maps are used. In very low hazard

areas the Building Act minimum requirements need to be complied with, with no need for any further specific consideration. In low hazard areas a 400mm freeboard is required over the 1% AEP flood level. For medium and high hazard areas 500mm freeboard is required over the 1% AEP flood level.

4.40. Kaiapoi and Coastal Urban Areas

4.41. Kaiapoi and coastal urban area of Kairaki, The Pines Beach, Woodend Beach and Waikuku Beach has been considered separately as much of these areas are located within basins that rely on a functioning stormwater system and pump stations. A separate memo has been prepared to discuss floor levels including freeboard requirements in Kaiapoi. This memo is appended to this report (see attachment ii).

4.42. A minimum floor level map has been prepared for Kaiapoi and coastal urban areas. This makes it simple for the public and Council staff to work off. It allows for the 1% AEP flood level and a suitable freeboard depending on the area. The freeboard requirements are based on the hazard category and are consistent with the other towns and rural areas.

4.43. Existing Dwellings

4.44. The requirements of this practice note are not intended to apply to existing dwellings already established within these areas. It is considered unreasonable to force a Property Owner to raise the floor level of an existing dwelling.

4.45. **Process**

4.46. There is an established working group of staff who are involved in flood assessment, 3 Waters, Subdivision Engineering, Building Consents and Planning. This group meets regularly to ensure that there is a coordinated approach to Council processes, focusing on customer service and delivery, consistent standards, learning, debriefing when issues have been identified, assessing current applications and helping to develop the Technical Practice Note.

4.47. The attached flow chart (attachment iii) shows how the Technical Practice Note will be implemented by staff. The process will be fully documented within the Promapp system which clearly spells out key decision points, staff roles and responsibilities.

4.48. **District Plan**

4.49. The natural hazards chapter was reviewed as part of the district plan review. This review included flood risk as a natural hazard in the district. This practice note aligns with the current district plan as well as the proposed natural hazards chapter. In terms of hierarchy the district plan sets the policy. This technical practice note relates at an operational level and sets out how the district plan policy and rules are implemented by staff. When the district plan natural hazards chapter is adopted the technical practice note will be reviewed and if necessary updated to incorporate any changes or requirements of the new district plan.

4.50. In existing urban areas, brownfield developments could result in floor levels of new dwellings being noticeably higher than the existing adjacent dwellings. This would potentially have an effect on recession planes with more dwellings breaching the District Plan and requiring consent. Such impacts will be considered at the time of building consent under the relevant built form standard that applies (either the operative plan, proposed plan or the built form standards amended under the housing intensification variation).

#### 4.51. **Key Changes**

4.52. A lot of the technical practice note does not change current practice. However, there are some areas where requirements will be made clearer, there will be more consistency or higher standards will be required. The key changes from current practice that will be implemented as a result of the technical practice note are summarised below:

4.52.1. The typical freeboard that was previously applied in all cases was 300mm. This will remain the same for water depths up to 100mm and increase to 400mm for low hazard areas (water up to 300mm deep) and further increase to 500mm for medium and high hazard areas (water depths of greater than 300mm).

4.52.2. In existing urban areas where there are accurate 1% AEP flood maps available these will be used. Previously there had not been a consistent approach, and it relied a lot more on the discretion of the Council Engineer assessing the risk on a case-by-case basis.

#### 4.53. **Options**

4.54. The Utilities and Roading Committee and Council have three broad options available. These are outlined below:

##### 4.55. **Option 1. Recommended Option**

4.55.1. Adopt the Practice Note. This will provide a clear framework for staff to work within and is supported by the Council Engineers with expertise in flooding and development.

##### 4.56. **Option 2. Require reconsideration or amendment**

4.56.1. Request the Manager Utilities and Roading to revise the detail of the Technical Practice Note or provide more information if there are any outstanding issues in the mind of the Council. This would allow staff to consider any issues raised by Council and allow these to be addressed before bringing a revised technical practice note back to the Committee and Council for adoption.

##### 4.57. **Option 3. Decline**

4.57.1. Decline to approve the technical practice note and instruct staff to do no further work on it. This is not recommended as it would leave the Council exposed to risk and continue to create uncertainty for staff and property owners.

#### 4.58. **Management Team**

4.59. The Management Team have reviewed this report and support the recommendations.

## 5. **COMMUNITY VIEWS**

### 5.1. **Mana whenua**

5.1.1. Te Ngāi Tūāhuriri hapū are likely to have an interest in the subject matter of this report. Flooding in parts of Tuahiwi have previously been raised as issues by the Runanga.

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

5.2.1. No specific engagement has been carried out in preparation of this report. When the technical practice note is completed it will be made publicly available, particularly to engineers working on behalf of Developers within the district.

### 5.3. **Wider Community**

- 5.3.1. Flooding is an issue that impacts on the wider community. In general feedback from the community, particularly following flood events is that the Council should be doing more in reducing the risk of flooding to houses. This Technical Practice Note helps achieve this.
- 5.3.2. Following adoption of the Technical Practice Note staff will develop material for the public that covers off the key information to help them interpret flooding information in LIMS and PIMS.

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

### 6.1. **Financial Implications**

- 6.1.1. The cost of flooding can be substantial to all parties involved. This Technical Practice Note will in some cases require floor levels to be built higher than has traditionally been the case. This cost is borne by the property owner when building their house.
- 6.1.2. The cost of raising either the building platform or the finished floor level should be borne by the Developer or Property Owner.

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

- 6.2.1. The recommendations in this report do have sustainability and/or climate change impacts.
- 6.2.2. The effects of climate change are contributing to increased likelihood of adverse weather events prompting the raising of floor levels is to protect people and property, this report is a direct response to the effects of climate change.

### 6.3. **Community Implication**

- 6.3.1. Developing the district in a way that minimises the risk of flooding is very important for the long-term wellbeing of the community.

### 6.4. **Risk Management**

- 6.4.1. This Technical Practice Note takes a risk management based approach to flood risk. The level of mitigation required is dependant of the level of flood risk.
- 6.4.2. The technical practice note is a significant step in improving the management of flood risk in the district.

### 6.5. **Health and Safety**

- 6.5.1. By developing in a manner that allows for the risk of flooding this will improve community Health and Safety over time.

## 7. **CONTEXT**

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

- 7.1.1. This is not a matter of significance in terms of the Council's Significance and Engagement Policy.
- 7.1.2. This Technical Practice Note is the operational response to policy set by the Regional Policy Statement and District Plan. It standardises, documents and formalises the WDC staff practice and process in relation to flood hazard management in subdivision and building development.

## 7.2. Authorising Legislation

- 7.2.1. Sections 31, 74, 106, 108 and 220 of the RMA allow councils to impose conditions on subdivision or land use consents relating to hazards or to prevent or restrict development in hazardous areas.
- 7.2.2. The Building Act has specific requirements in relation to flooding.
- 7.2.3. Section 71 and 72 of the Building Act 2004 outline the limitations and restrictions on building consents in relation to natural hazards. If consents are issued, this may result in a tag being put on the certificate of title for the property under sections 73 and 74 of the Building Act.

## 7.3. Consistency with Community Outcomes

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

### ***There is a safe environment for all***

- Harm to people from natural and man-made hazards is minimised.
- Our district has the capacity and resilience to quickly recover from natural disasters and adapt to the effects of climate change.

### ***There is a healthy and sustainable environment for all***

- Harm to the environment from the impacts of land use, use of water resources and air emissions is minimised

## 7.4. Authorising Delegations

- 7.4.1. This issue of flooding relates predominantly to 2 Committees of Council.
- Utilities and Roading
  - District Planning and Regulation
- 7.4.2. As this is a Technical Practice Note that has been prepared by the General Manager Utilities and Roading and it is based on engineering advice and expertise it is being reported through the Utilities and Roading Committee.
- 7.4.3. Given the range of council functions covered by this matter and that it does not fit within any one committee's delegation, a resolution from the Council is requested.

**WAIMAKARIRI DISTRICT COUNCIL****TECHNICAL PRACTICE NOTE****DRAFT FOR COUNCIL CONSIDERATION**

**FILE NO AND TRIM NO:** TSU-22 / 200106000520

**DATE:** 21 June 2022

**TO:** Council staff involved in 3 Waters, Building, Policy, Planning and Land Development

**FROM:** Gerard Cleary, Manager Utilities and Roading

**SUBJECT:** Flood Mapping, Freeboard and Floor Levels

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**1. Purpose**

1.1. The purpose of this Technical Practice Note is to document standard practice and provide guidance to achieve a consistent framework for Council staff involved in flood risk assessment and setting out and approving building floor levels. It will be used to:

1.1.1. Provide technical advice on applications for Building Consent

1.1.2. Provide technical advice on Resource Consent applications under the Operative District Plan

1.1.3. Provide advice on enquiries received from external Customers

1.2. The Practice Note is intended to be reviewed when the Proposed District Plan becomes operative.

1.3. The General Manager Utilities and Roading, 3 Waters Manager, and Project Delivery Manager will use discretion in applying this Technical Practice Note on a case-by-case basis.

**1.4. Flood Maps**

1.4.1. This Technical Practice Note relies on flood maps which can be found on Waimap

1.4.2. These Maps have colour coded hazard areas as follows:

- Uncoloured areas are considered to be very low hazard
- Green mapped areas are considered low hazard
- Blue coloured areas are considered medium hazard
- Red coloured areas are considered high hazard

**2. Planning and Regulatory Context****2.1. General**

2.1.1. The setting of floor levels is governed by the requirements of the Regional Policy Statement, Waimakariri District Plan, Building Act and Building Code. In all cases,

Building Act compliance still needs to be achieved and any necessary resource consents applied for. In many cases the guidance in this Technical Practice Note will exceed those of the Building Act and therefore the Building Act will be met by default. However, where they are not it is still a requirement that the Building Act requirements are met. There is also a requirement to meet any floor level requirements of consent notices on the property title, or any district plan rule.

## **2.2. Building Consents**

- 2.2.1. The applicant for a Building Consent is required to demonstrate that the proposed development complies with the Building Act and Building Code as part of their building consent application. This includes achieving minimum floor levels in relation to surrounding ground levels and predicted flood levels.

## **2.3. Subdivision or Land Use Consents under the District Plan**

- 2.3.1. The applicant for a subdivision consent, or land use consent is required to demonstrate that they comply with the District Plan, and any relevant regional plan such as the Land Water Regional Plan, in addition to having regard to the flood mitigation and avoidance policies of the Canterbury Regional Policy Statement (CRPS) in the consent assessment. Reference should also be made to section 106 (hazards relating to subdivision) and any consent notice in relation to floor levels and flood hazards.

## **2.4. Private District Plan Change**

- 2.4.1. For private plan change proposals, any amendments proposed to the District Plan must 'give effect' to the policies of the CRPS and any relevant national policy statements. Expert evidence will need to be provided to demonstrate this.
- 2.4.2. In order to demonstrate compliance the applicant is required to provide a flood assessment report from a Suitably Qualified and Experienced Person (SQEP) for Council consideration, assessment and approval. This assessment will need to include consideration of the flood hazard and a freeboard requirement.

## **3. General Requirements**

### **3.1. Flood assessment methodology**

- 3.1.1. Where the development is changing the underlying ground level, or there are new roadways being constructed, then the applicant will need to provide evidence from a SQEP to demonstrate the effect of the development. The evidence shall consider both the effect on the potential occupants of the development, as well as neighbouring properties, and will apply freeboard requirements as per the District Plan, if available and as set out in this practice note. The applicant may request information pertaining to the site from the Council's flood hazard model to assist with providing the required assessment and evidence.
- 3.1.2. Where the development is being carried out in a manner that will not disrupt the existing overland flow-paths, then upon request the Council will provide a Minimum Floor Level that will meet Council requirements. Examples of this include building consent applications and development or subdivisions of four lots or less. The Minimum Floor Level will be based on the Council's flood hazard model and other relevant information held by Council, and will apply the general principles below, including freeboard requirements.
- 3.1.3. If the applicant disagrees with the Council's Minimum Floor Level, then they can commission a flood assessment report signed by a SQEP and submit to the Council for consideration. If the Minimum Floor Level is required under the District

Plan, the Council consideration will be undertaken as part of a resource consent application assessment.

### **3.2. Existing (Post 2000) Large Scale Subdivisions and Land Use Consent Areas**

3.2.1. Most large scale residential subdivisions that have been established since 2000 (for example Silverstream and Beach Grove) will have pre-approved minimum floor levels that were established for the specific subdivision at the time of the development. In these cases the minimum floor levels specified in the resource consent documentation will apply. Should a new development seek to build outside of the resource consent parameters then the District Plan (including the Minimum Floor Level) might apply.

### **3.3. Extensions to existing houses**

3.3.1. Provided that the Building Act and Building Code requirements are met in relation to predicted flooding, extensions up to 30 percent of the existing floor area would likely be considered acceptable. The reasoning for this is that this does not create a substantial additional risk to an existing house and would allow, for example, the addition of a bedroom.

### **3.4. Existing Developments and Existing Buildings**

3.4.1. It is important to note that existing buildings that have been constructed to previously applicable standards are not impacted by this technical note. As with many development standards that change over time any previously constructed and consented activities will continue to enjoy any existing use rights. This technical note is forward looking only.

### **3.5. Benchmarks**

3.5.1. The developer shall provide local benchmarks to be used to set out floor levels. A minimum of two benchmarks are required, visible by line of sight, to each lot frontage.

## **4. Demonstrating Compliance with Required floor level for Building Consent**

4.1. PDU staff will identify any formally received applications (for PIM or Compliance Check in conjunction with a Building Consent or as a PIM Only) that require a Finished Floor Level (FFL) Assessment. Following identification PDU will set up a new FL application in Tech 1 and associate the Building Consent number as a related application.

4.2. Set up and FFL assessment will be undertaken by the Project Planning & Quality and Development Teams. Advice provided by PDU will depend on whether the FL was tabulated through the subdivision process or not, in accordance with the process set out in TRIM record 210514077201.

### **4.3. Location of structures on site, and access**

4.3.1. In all cases, care shall be taken to avoid siting buildings in flood hazard areas and where possible to site the building on the property clear of ponding or overland flow paths.

4.3.2. Where there is no clear area, the building should be located, where possible, on the area with the lowest flood hazard. For example locate the building site on green (low hazard) rather than blue (medium hazard) mapped areas.

### **4.4. Rural area – Very Low Hazard Areas (White/clear area on 1 in 200 year flood maps)**



- 4.4.1. On generally flat areas the floor level shall be a minimum of 400mm above the highest point of the original ground level at the house site.
- 4.4.2. On a sloping area, or ridge, the floor level may not need to be elevated above the ground other than to simply comply with standard building act ground clearance requirements. Note that a topographical survey may be requested to confirm the building site is on a localised high point.

#### **4.5. Rural - Low Hazard Areas (Green on 1 in 200 year flood maps)**

- 4.5.1. The floor level shall be 400mm above the modelled 0.5% AEP flood level based on the Council's district wide flood hazard mapping.
- 4.4.2. If required by the Council the applicant may need to engage a Suitably Qualified and Experienced Person to provide a flood assessment report to Council showing the proposed house site and floor level and demonstrate that the floor level will be at least 400mm above the 0.5% AEP flood level and that the building or site works will not impede overland flow or exacerbate or cause flooding on any other property.

#### **4.6. Rural – Medium Hazard Areas (Blue on 1 in 200 year flood maps)**

- 4.6.1. If building is approved, the floor level shall be 500mm above the modelled 0.5% AEP flood level based on the Council's district wide flood hazard mapping.
- 4.6.2. If required by the Council the applicant may need to engage a Suitably Qualified and Experienced Person to provide a flood assessment report to Council showing the proposed house site and floor level and demonstrate that the floor level will be at least 500mm above the 0.5% AEP flood level and that the building or site works will not impede overland flow or exacerbate or cause flooding on any other property.
- 4.6.3. In areas where there is a Medium Hazard it may not always be possible to build because of the requirements for a floor level and all weather access will have unacceptable impacts on neighbouring properties.

#### **4.7. Rural – High Hazard Areas (Red on 1 in 200 year flood maps)**

- 4.7.1. It is not considered appropriate to build in these areas due to the high hazard unless a resource consent has been obtained. Any floor level requirements of the Resource Consent shall apply.

#### **4.8. Rationale for flood events and freeboards**

- 4.8.1. The Building Act requires new houses to be designed and built in such a way that Surface water, resulting from an event having a 2% probability of occurring annually, shall not enter buildings. The Building Act methodology suggests a 150mm freeboard in normal circumstances, and 500mm where waves may occur.
- 4.8.2. However, the Council has applied different flood models and freeboards as the "Acceptable Solutions" due to a recognition of the greater risks of building on an active flood plain (which covers the majority of the District), and recent experiences over the past two decades of flood events.
- 4.8.3. It is recognised that this is a greater requirement than the Building Act minimum requirements.
- 4.8.4. Therefore, the applicant can choose to supply information supporting a level in keeping with the Building Act. This would need to be a flood model assessment of the specific site, certified by a SQEP.

- 4.8.5. The Council does not model a 1 in 50 flood event throughout the District. The Council does have models for the 1 in 100 (1% AEP), 1 in 200 (0.5% AEP) and 1 in 500 (0.2% AEP) year events.
- 4.8.6. The 1 in 200 (0.5% AEP) is referenced in the RPS (Policy 11.3.2) such that development should be avoided unless (among other matters), new buildings have an appropriate floor level above the 0.5% AEP design flood level. While it is acknowledged that this policy is only triggered by a Resource Consent application, nevertheless it is an indication of where the region sets its risk profile for new buildings.
- 4.8.7. For this reason, the Council has adopted the 1 in 200 (0.5% AEP) flood level as an appropriate event to require protection from.
- 4.8.8. With regard to the freeboard, the Council rationale is as follows:
- 4.8.8.1. Rural very low risk** (i.e.: no flooding indicated)
- 4.8.8.1.1. 400mm total clearance above ground
  - 4.8.8.1.2. 100mm possible flooding (due to margin of error in flood model)
  - 4.8.8.1.3. 300mm freeboard above flood level (due to uncertainty in exact terrain shape, and due to uncertainty in future land surface changes in surrounding upstream areas)
- 4.8.8.2. Rural low risk**
- 4.8.8.2.1. 400mm total freeboard above 0.5% AEP flood level
  - 4.8.8.2.2. 100mm margin of error in flood model
  - 4.8.8.2.3. 300mm freeboard above flood level (due to uncertainty in exact terrain shape, and due to uncertainty in future land surface changes in surrounding upstream areas)
- 4.8.8.3. Rural Medium Risk**
- 4.8.8.3.1. 500mm total freeboard above 0.5% AEP flood level
  - 4.8.8.3.2. 100mm margin of error in flood model
  - 4.8.8.3.3. 300mm freeboard above flood level (due to uncertainty in exact terrain shape, and due to uncertainty in future land surface changes in surrounding upstream areas)
  - 4.8.8.3.4. 100mm additional freeboard due to greater variation of flood depth at greater depths.
- 4.8.8.4. Urban (Building Consents only)**
- 4.8.8.4.1. 400mm total freeboard above 0.5% AEP flood level
  - 4.8.8.4.2. 100mm margin of error in flood model
  - 4.8.8.4.3. 300mm freeboard above flood level (due to wash from passing vehicles)
- 4.8.8.5. Urban (Subdivision)**
- 4.8.8.5.1. 500mm total freeboard above 0.5% AEP flood level
  - 4.8.8.5.2. 100mm margin of error in flood model
  - 4.8.8.5.3. 300mm freeboard above flood level (due to wash from passing vehicles)

4.8.8.5.4.100mm additional freeboard to allow for other unaccounted for variables including survey error, lot level tolerance, infrastructure failure, and uncertainty in climate change allowances.

## 5. Demonstrating Compliance with the Operative District Plan Provisions – Greenfield Development

Table 1: Summary of Freeboard Requirements, Greenfield Development

Hazard Category	Rural	Rural Residential	Urban
Very Low (Clear)	N/A – FFL to be minimum 400mm above surrounding ground*	Freeboard = 500mm	N/A – Building Code requirements apply
Low (Green)	Freeboard = 400mm	Freeboard = 500mm	Freeboard = 500mm
Medium (Blue)	Freeboard = 500mm	Freeboard = 500mm	Freeboard = 500mm
High (Red)	No build advised	No build advised	No build advised

### 5.1. New Greenfield Subdivision of > = 4 lots (Res 1, 2, 3, 5, 6, 7, Bus 1 & 2)

- 5.1.1. In areas identified as low or medium flood hazard, the minimum requirements for floor levels are to provide a 500mm freeboard above the 0.5% (200yr) AEP flood level.
- 5.1.2. New greenfield subdivision with a building platform located within a high flood hazard area (or where no building platform is specified) is non-complying and resource consent would be required. It is possible that land can be raised so that it no longer meets the CRPS high flood hazard definition (high flood hazard is: where depth x velocity of flood waters is  $\geq 1$  in a 0.2% (500yr) AEP flood event).
- 5.1.3. Site levels should be formed to allow 225mm between the finished site level and the required minimum floor level to allow reasonable building site platforms, as required by the Building Code.
- 5.1.4. Overall, new greenfield development is subject to the process and outcome of the Plan Change, Ecan consents, assessment of flood displacement and / or subdivision consent.

### 5.2. New Subdivision of (Residential 4A and 4B)

- 5.2.1. Minimum requirements are 500mm freeboard above the 0.5% AEP flood level.
- 5.2.2. Regard must also be given to the 0.2% AEP flood as required by the CRPS.
- 5.2.3. This is subject to the process and outcome of the Plan Change or subdivision consent.

### 5.3. New subdivision in Rural Areas

#### 5.3.1. General

The concepts in figure 1 apply.

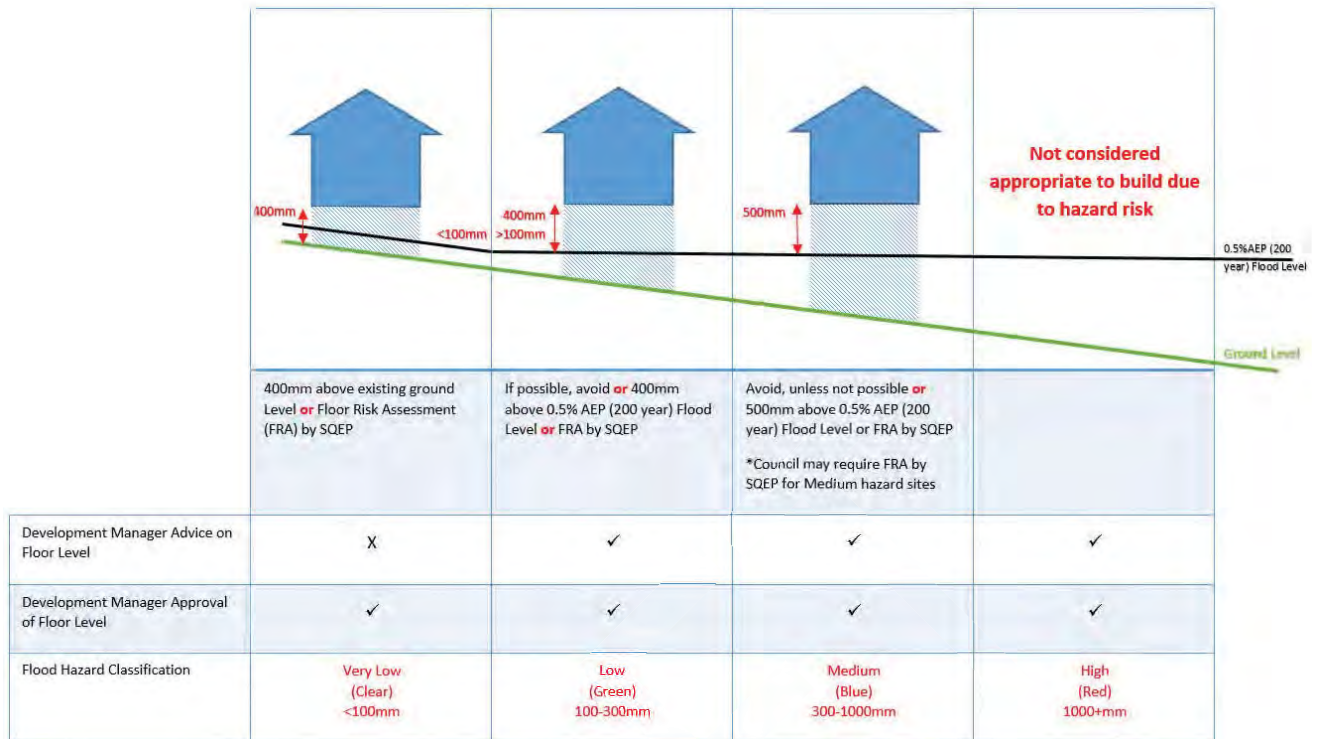


Figure 1: Minimum floor level requirements (Rural and large lot residential)

**5.3.2. Rural - Where very low flood Hazard is mapped. (Clear area on 0.5% AEP (200 year) Flood Hazard maps)**

Floor levels should be required to meet Building Act requirements (i.e. a floor level above the 2% AEP (50 year) flood level plus a freeboard.

The freeboard will be as required by the Building Code. On generally flat areas the floor level shall be a minimum of 400mm above the highest point of the original ground level at the house site.

Where the property is on the side of a hill and obviously clear of any flooding or overland flow path the Building Act requirements in relation to floor levels above ground shall govern and the 400mm above the highest point of the existing ground may not necessarily be required. Note that a topographical survey may be requested to confirm the building site is on a localised high point.

**5.3.3. Rural - Low Hazard Areas (Green on 0.5% AEP (200 year) Flood Hazard Maps)**

The floor level shall be 400mm above the modelled 0.5% AEP flood level based on the Council's district wide flood hazard mapping.

**5.3.4. Rural – Medium Hazard Areas (Blue on 0.5% (200 year) AEP Flood Hazard Maps)**

At the Council's discretion and where the building is only partially on or at the edge of an area shown as blue, the Council's flood hazard mapping may be used to determine the minimum floor level. In this case the floor level shall be 500mm above the modelled 0.5% AEP flood level based on the Council's flood hazard mapping.

If required by the Council the applicant may need to engage a Suitably Qualified and Experienced Person. They shall provide a flood assessment report to Council showing the proposed house site and floor level and demonstrate that the floor level will be at least 500mm above the 0.5% AEP flood level and that the building or site works will not impede overland flow or exacerbate or cause flooding on any other property.

In areas where there is a Medium Hazard it may not always be possible to build because of the requirements for a floor level and all weather access will have unacceptable impacts on neighbouring properties.

### **5.3.5. Rural – High Hazard Areas (Red on 0.5% AEP (200 year) Flood Hazard Maps)**

It is not considered appropriate to build in these areas due to the high hazard.

## **6. Demonstrating Compliance with the Operative District Plan Provisions – Intensification (3 or Fewer Lots)**

### **6.1. Rural Areas and Residential 4 areas**

6.1.1. Sections 5.2 and 5.3 above applies.

### **6.2. Residential Areas (Res 1, 2, 3, 5, 6, 7) - General**

6.2.1. In existing zoned residential areas that trigger assessment under the Resource Management Act 1991 (RMA) via the District Plan, it is anticipated that all developable lots will have a finished ground level that avoids inundation in a 1% AEP flood event.

6.2.2. The consent assessment, where required, is also required to consider the 0.5% AEP flood, with regard to Policy 11.3.2 of the Canterbury Regional Policy Statement (CRPS) given in the engineering assessments and the matters covered in s106 of the RMA. Detail on 11.3.2 of the CRPS is included as appendix 1 of this report.

6.2.3. Assessment of the matters covered in Policy 11.3.2 may require consideration of the specific site conditions both within and adjacent to the subject site, and may result in the setting of finished floor levels that give effect to Policy 11.3.2.

6.2.4. This practice note is the starting point for consideration of Policy 11.3.1. For infill development in urban areas the 1% AEP flood level shall be allowed for with freeboard. The 0.5% AEP flood level should be assessed and considered as part of the setting of floor levels. In practice this may mean a floor level for 1 to 3 houses that is at or even lower than the 0.5% AEP. This needs to be considered in the context of being compatible with existing surrounding houses without causing an adverse impact on neighbours.

6.2.5. This applies to the small scale (3 houses or fewer) infill development of existing urban areas where the surrounding area has already been built on. It applies to small scale subdivisions of existing residential lots or new houses on vacant lots, or rebuild of existing houses. For large scale development (4 houses or more) the Greenfield provisions shall apply. (Refer section 5.1)

6.2.6. The Council's urban flood hazard maps shall be used where they are available. These models include provision for the open drains, stormwater pipes and pump stations that make up the urban stormwater network. In the absence of urban flood hazard maps the district wide flood hazard maps shall apply.

- 6.2.7. In all cases, care shall be taken to avoid siting buildings in flood hazard areas and where possible to site the building on the property clear of ponding or overland flow paths.
- 6.2.8. Where there is no clear area (very low hazard), the building should be located, where possible, on the area with the lowest flood hazard. For example locate the building site on green (low hazard) rather than blue (medium hazard) mapped areas.
- 6.2.9. Where a dwelling is being replaced, the floor level for the new dwelling shall be no lower than the original dwelling. And where flood modelling is available for such a site an assessment shall be made by Council to the home owner/applicant to set a minimum floor level.

**6.3. Existing residential areas (Res 1, 2, 3, 5, 6, 7) (excluding Kaiapoi and coastal urban areas) - Where very low flood hazard is mapped. (Clear area on 1% AEP Flood Hazard maps)**

- 6.3.1. Floor levels should be required to meet Building Act requirements (i.e. a floor level above the 2% AEP (50 year) flood level plus a freeboard.
- 6.3.2. The freeboard will be as required by the Building Code.
- 6.3.3. Note - Isolated small pockets of flooding shown on the flood hazard maps may be treated as "Clear" at the sole discretion of the Council.

**6.4. Existing residential areas (Res 1, 2, 3, 5, 6, 7) (Excluding Kaiapoi and coastal urban areas) - Where a low or medium flood hazard is mapped. (Green and Blue areas on the 1% AEP Flood Hazard Maps)**

- 6.4.1. The floor level of houses shall have a freeboard above the 1% AEP (100 year) flood level.
- 6.4.2. The freeboard requirements shall be 400mm above 1% AEP for the mapped Green areas (Low Hazard).
- 6.4.3. The freeboard requirements shall be 500mm above 1% AEP for the mapped Blue areas (Medium Hazard).
- 6.4.4. Consideration shall also be given to the spill level of the secondary flow path based on known topographical levels.

**6.5. Existing residential areas (Res 1, 2, 3, 5, 6, 7) (Excluding Kaiapoi and coastal urban areas) – Where a high hazard area is mapped (Red on 0.5% AEP (200 year) Flood Hazard Maps)**

- 6.5.1. It is not considered appropriate to build in these areas due to the high hazard flood risk.
- 6.5.2. If a building is approved, then the floor level of houses shall have a freeboard of 500mm above 1% AEP (100 year) flood level

**6.6. Kaiapoi and coastal urban existing residential areas (Kaiapoi, The Pines Beach, Kairaki, Woodend Beach and Waikuku Beach)**

- 6.6.1. The Council Flood Hazard Models assume that the underlying drainage infrastructure (including pipes and pumps) continues to operate. This is a satisfactory assumption for the majority of the District where there is little need to pump stormwater and good secondary flow paths exist. However Kaiapoi and the coastal urban areas are more dependent on pumps and pipelines continuing to operate to maintain the levels that the Flood Hazard model predicts. This is not

considered to be an appropriate assumption for these areas, because it is possible that this protection would have an outage during a large rainfall event, at some time during the life of a new house.

- 6.6.2. Therefore, the basis for determining a minimum floor level in Kaiapoi and the existing coastal urban areas is based on the possible depth of flooding if the pumping system was not working and/or the piped system became blocked. This differs from the Flood Hazard model results where the proposed property is in a 'basin' – i.e. the property level is lower than the surrounding ground levels (including stop banks). In this situation, the 'ponding' level takes precedence over the level from the Flood Hazard model.
- 6.6.3. The minimum floor levels in the existing urban areas of Kaiapoi, The Pines Beach, Kairaki, Woodend Beach and Waikuku Beach, where there are no underlying floor level requirements from existing subdivision and land use consents, are shown on the maps attached as Appendix 2.
- 6.6.4. The diagram below explains the floor level requirements for existing urban areas of Kaiapoi and the coastal urban areas.

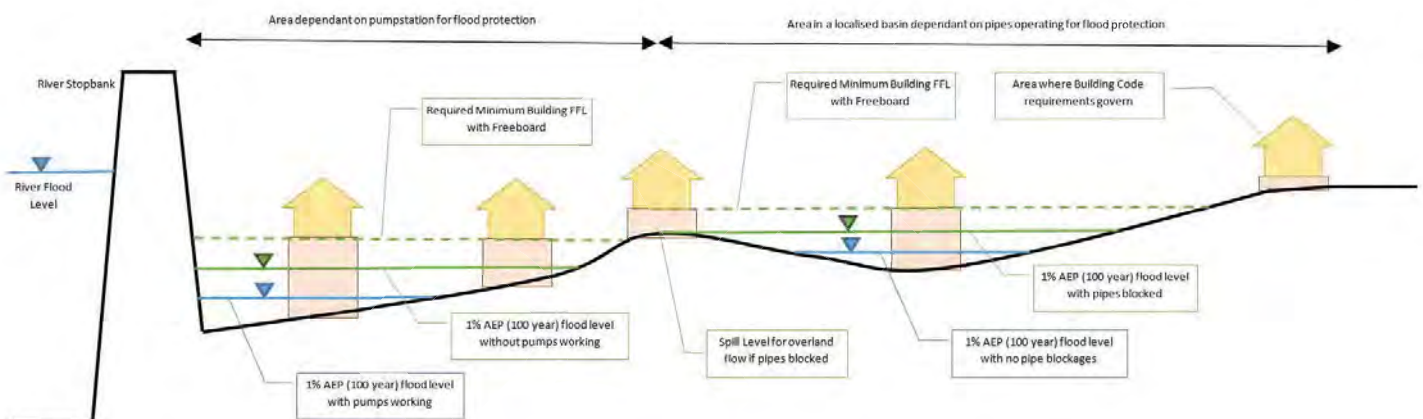


Figure 2: Urban Kaiapoi and Existing Coastal Developed Areas

## 7. Commercial Areas (Business 1, 2)

- 7.1. Advice will be given for these areas in relation to the flood level and freeboard as it would apply to residential. This information shall be advice only and the Building Act provisions shall apply.

## 8. Definitions

- 8.1. Annual Exceedance Probability is as defined in the Canterbury Regional Policy Statement: "the probability for a certain size of flood flow occurring in a single year."
- 8.2. Building Location Certificate – means a certificate prepared by a registered licensed professional surveyor
- 8.3. Current WDC Flooding Map – means the current available published localised flood hazard mapping generated by the Waimakariri District Council.
- 8.4. Finished Floor Level - means the level of the finished floor of the building. The finished floor level is measured from the top of the finished slab or top of floor joists and does not include decorative features or tiles. For residential sites that have been filled to achieve

minimum finished floor levels an attached garage may be exempt from compliance with a specified minimum finished floor level if the garage does not meet the building code requirements for a habitable space. If no formal finished floor level exists (for example pole sheds), the minimum finished floor level is deemed to be the height of undisturbed ground underneath the building.

- 8.5. Freeboard - Freeboard, for the purposes of this Technical Practice Note, refers to the height to a floor level above a mapped flood water level. The freeboard represents a margin of safety for effects of wind or wave action, vehicle wash, or other influences on the maximum height of floodwaters. It is important to note that this is not the same as height above ground level.
- 8.6. Greenfield development – means existing areas zoned residential (excluding rural residential) within the CRPS infrastructure boundary and that do not fall within the definition of infill development. Greenfield development includes applications for comprehensive residential allotments as defined in the Waimakariri District Plan (minimum of 4 dwellings). Note that Greenfield development areas may have specific floor level requirements imposed within the District Plan.
- 8.7. Height above ground level - The height above ground level is the difference between the floor level and the surrounding existing ground level.
- 8.8. Infill Development – means existing areas zoned residential (excluding rural residential) that contained a dwelling on <<date of practice note 2019>> and/or have the ability to erect up to three dwellings in accordance with the delineated area provisions, or a complying subdivision under the Waimakariri District Plan. Note that infill development areas may have specific floor level requirements imposed within the District Plan.
- 8.9. New urban Areas - New development areas have all had specific flood risk assessments as part of the Plan Change or Subdivision Consent process. In most cases this has resulted in a predetermined floor level being required for specific sites, or a set procedure to be followed to determine the minimum floor level.
- 8.10. Suitably Qualified Person – means a Chartered Professional Engineer with expertise in flood hazard assessment, or equivalent
- 8.11. Surrounding Ground Level - means the highest undisturbed natural ground level at the proposed building location and should be determined by appropriate spot heights intersecting the dwelling location. For all zones, 'Surrounding Ground Level' should be expressed as a pre or post development level if earthworks have, or are anticipated to occur. This ensures that any cut or fill of building platforms is accounted for. 'Finished Formation Level' has the same meaning as surrounding ground level.

## 9. Review

- 9.1. This document is anticipated to be reviewed to incorporate the updated District Plan natural hazards provisions.

***Where a flood risk assessment is submitted by an external consultant reference shall be made to these standard definitions. Any alternative definition or meaning used shall be defined by the report author within the flood risk assessment.***



**Appendix 1** (Canterbury Regional Policy Statement 33.3.2)

**11.3.2 Avoid development in areas subject to inundation**

In areas not subject to [Policy 11.3.1](#) that are subject to inundation by a 0.5% AEP flood event; any new subdivision, use and development (excluding critical infrastructure) shall be avoided unless there is no increased risk to life, and the subdivision, use or development:

1. is of a type that is not likely to suffer material damage in an inundation event; or
2. is ancillary or incidental to the main development; or
3. meets all of the following criteria:
  - a. new buildings have an appropriate floor level above the 0.5% AEP design flood level; and
  - b. hazardous substances will not be inundated during a 0.5% AEP flood event;

The table below summarises the flood level and freeboard requirements (Except for Kaiapoi and coastal urban areas, where there is a separate Flood Level Map).

Figure 3:

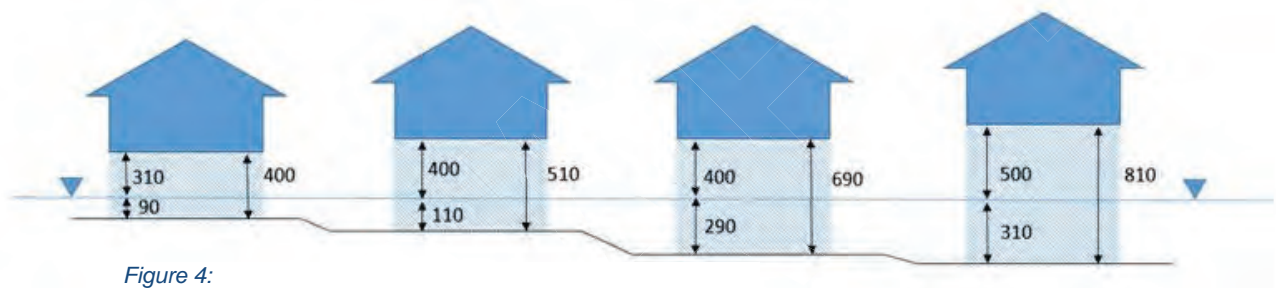
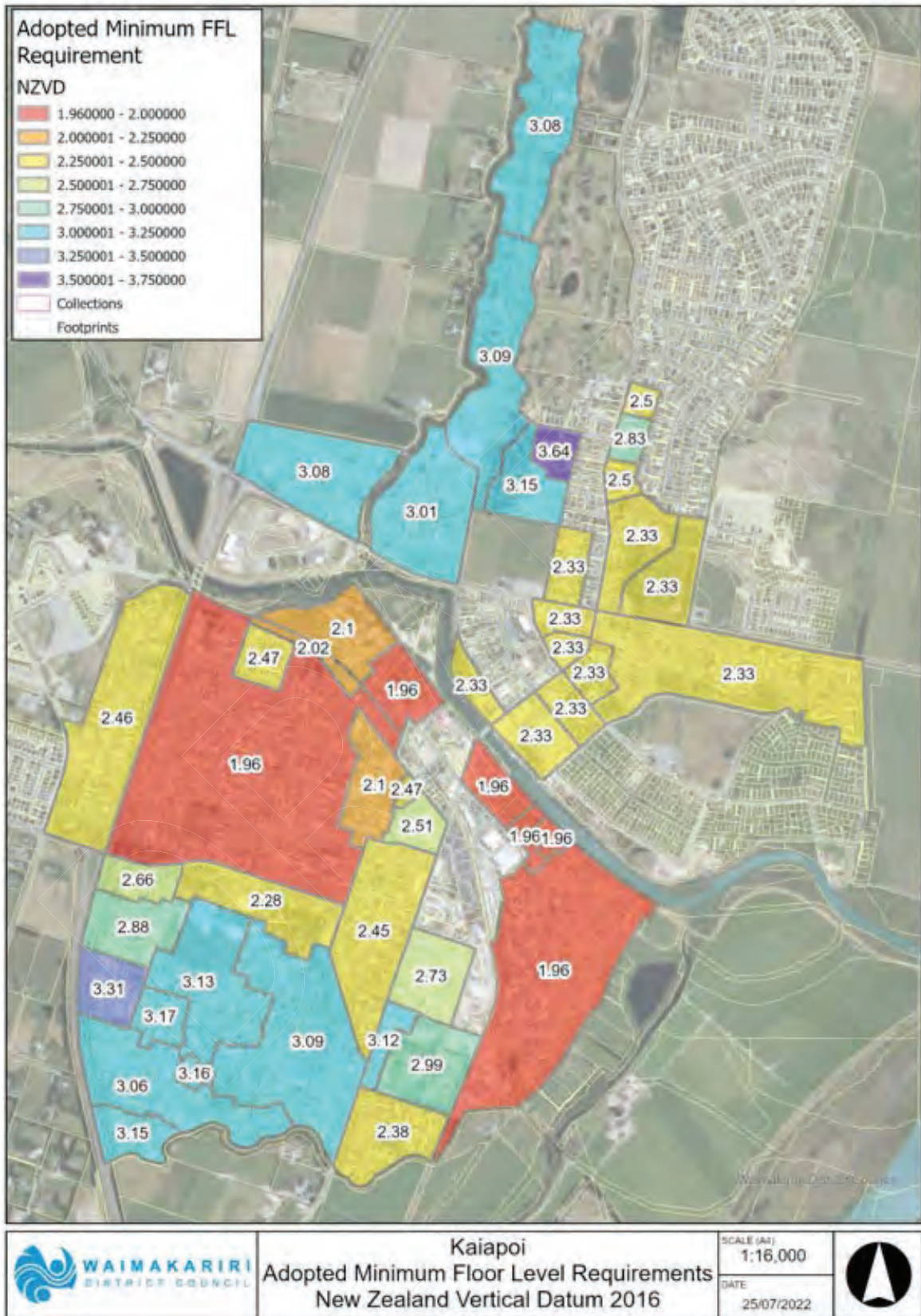
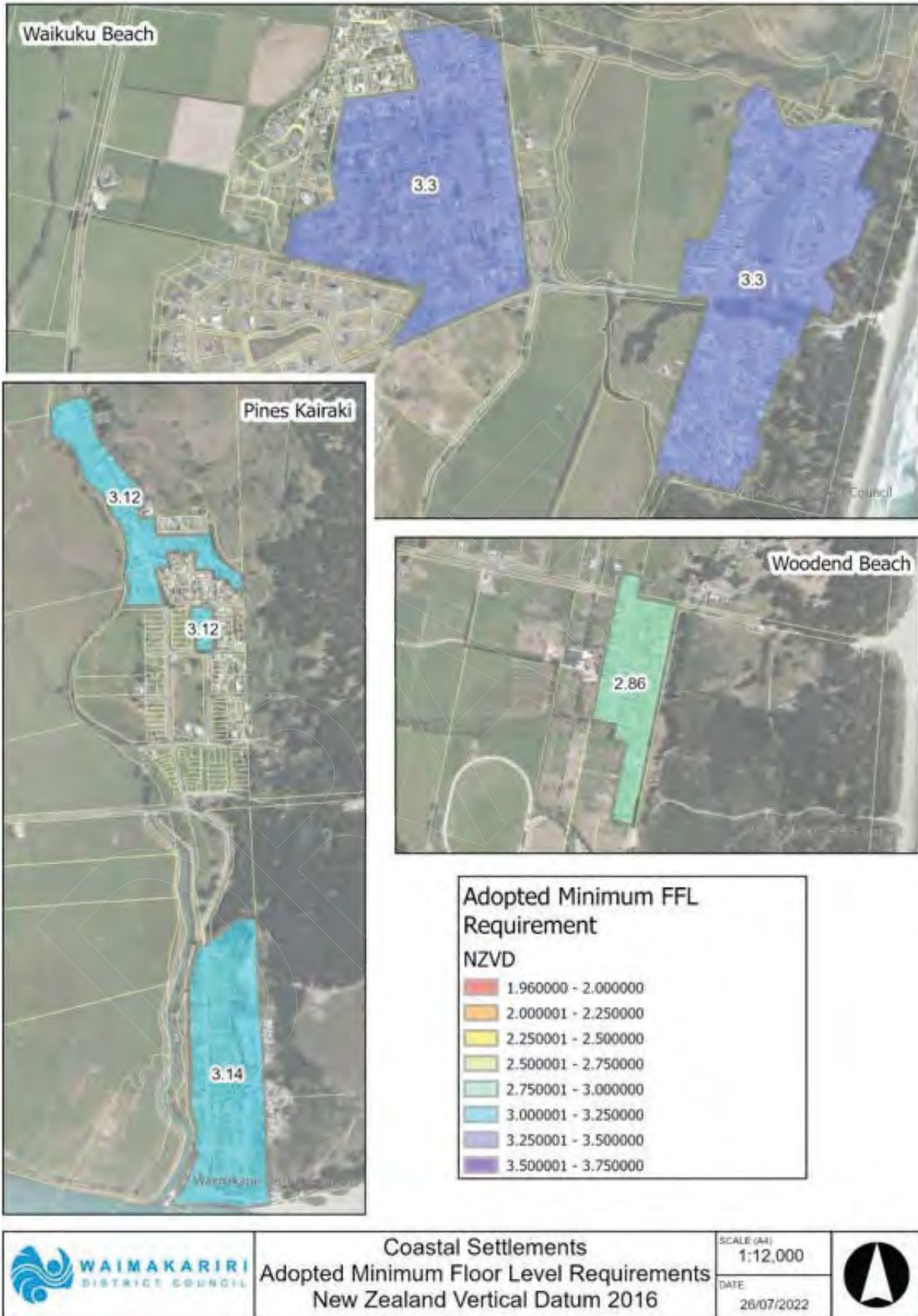


Figure 4:

	FREEBOARD		
	Urban Greenfield (4 or more buildings)	Urban Brownfield (3 or fewer dwellings)	Rural (200yr)
Very low (VL)	500mm (200 year)	BC / RC	300mm <small>(400mm above ground allows for 100mm with + 300mm freeboard)</small>
Low (L)	500mm (200 year)	400mm (100 year)	400mm
Medium (M)	500mm (200 year)	500mm (100 year)	500mm
High (H)	500mm (200 year)	500mm (100 year)	No Build

Appendix 2) Kaiapoi and Existing Developed Coastal Urban Areas Minimum Finished Floor Levels





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

**FILE NO AND TRIM NO:** TSU-22 / 200106000237

**DATE:** 6 January 2020

**MEMO TO:** Flood and Floor Level Working Group

**FROM:** Gerard Cleary, Manager Utilities and Roading

**SUBJECT:** Minimum Floor Levels in Kaiapoi (existing urban area)

---

**Background**

Recent modelling work and discussions with the working group have led to a detailed assessment of two critical flood basins in Kaiapoi.

For most of the existing town of Kaiapoi a minimum floor level based on the 200 year flood (with the pump system working) plus freeboard gives floor levels that are sensible and in keeping with the surrounding urban area. The Network Planning Team Leader, Chris Bacon, has prepared maps that break the town into areas with minimum floor levels based on this criteria.

There are two areas that warranted a more detailed analysis.

1. The Meadow Street / Bracebridge / Feldwick area.
2. The Otaki Street area, bounded by Whitefield Street / Ohoka Road/ Williams Street / and the Kaiapoi River.

This memo discusses each of these areas separately.

These two areas are low lying and reliant on stop banks, a functioning drainage network and pumps to prevent flooding in extreme floods. They are areas that have flooded in the past and require active management by staff and contractors during flood events. Due to these factors additional freeboard is required to manage the additional risks associated with these areas.

**Attachments**

- i. Feldwick / Meadow Street Area, Ground Level Map
- ii. Otaki Street Area, Ground Level Map
- iii. Feldwick / Meadow Street FFL Examples
- iv. Otaki Street Area FFL Examples

**Area 1. East Kaiapoi (Feldwick/Meadow/Bracebridge)**

The proposed minimum floor level for this area is 2.0m RL.

**Typical Ground levels.**

The lowest ground levels in this area are road levels that are just at or below 1.0m RL in Meadow Street, Bracebridge, Kalmia, and Ellen Place (Road). The lowest ground level in this area is 0.89m RL on the road carriageway near the eastern end of Bracebridge Street.

There is a small area of residential land between Bracebridge and Beach Road that is at or just below 1.0m RL. Otherwise the lowest lying residential areas in Bracebridge and Meadow Street are in the order of 1.0m to 1.2m RL. With the rest of the low lying areas in Grey Crescent,

Feldwick and Moore Street 1.2 to 1.4m RL. Higher ground in these areas is in the order of 1.4 to 2.0m RL.

### Flood Levels

Various flood model levels are discussed in the sections below to compare against the proposed minimum floor level of 2.0m RL.

#### 2019 Urban Kaiapoi Flood Model.

Recent modelling work which includes the Pump Stations in Kaiapoi operating have yielded the following flood levels.

1% AEP (100 year) Flood level 1.29m RL  
0.5% AEP (200 year) Flood level 1.39m RL.

#### Ashley River Breakout (ECAN) Model

An additional check has been made for the following flood scenarios.

Ashley River Ecan Breakout modelling, 100 year, no flooding in this area.

Ashley River Ecan Breakout modelling, 200 year, 0.3 to 0.62m deep flooding in the lowest point in Bracebridge Street. (Approx. flood level 1.51m RL).

#### Actual Flood Observations

My own observations during storms in June 2014 and June 2019 would indicate water levels of up to 1.2m RL.

#### 2015 Localised Flood Hazard Mapping

The 2015 Localised flood mapping for this area that was carried out by Waimakariri District Council and is used for the district wide flood hazard assessment was also considered. This is accepted as being very conservative and not directly applicable to Kaiapoi given that it does not make any allowance for the primary reticulation and assumes none of the pumps are working.

This model yields the following results:

1% AEP (100 year) 0.61m deep flooding in the lowest point in Bracebridge Street. (Approx. flood level 1.50m RL).

0.5%AEP (200 year) 1.18m deep flooding in the lowest point in Bracebridge Street. (Approx. flood level 2.07m RL).

### Floor Levels

A minimum floor level of 2.0m RL is proposed for this area. This achieves a freeboard of 700mm above the 1% AEP flood level and 600mm above the 0.5% AEP flood level.

Most houses in the area are timber floors on plies and joists. These floor levels would typically be up to 0.5m above the ground level. So in the lowest lying areas house levels will be as low as 1.5m. More typical levels will be 1.7 to 1.9m RL.

There is no absolute minimum floor level that has been adopted in the District. Discussions with relevant engineers within WDC have suggested that it would be appropriate to have a mandatory minimum level. There is some merit in this approach. For the purposes of the assessment in this area 2.0m has been adopted. This equates to the same water level in the Kaiapoi River at high tide during a fresh in the Waimakariri River. Using this as an absolute minimum for Kaiapoi will give some reassurance that in the event of pumps not working or a serious disaster situation where the river bank was breached outside a major storm event house levels would be at least at this level.

The proposed level of 2.0m is tested below against a number of scenarios.

1% AEP, 100 year flood level pumps on 1.3mRL, plus 700mm freeboard.

0.5% AEP 200 year flood level pumps on 1.4m RL, plus 600mm freeboard.

1% AEP 100 year flood level pumps not working, 1.5m RL. plus 500mm freeboard. (Note that this is a very conservative scenario as described above)

0.5% AEP, 200 year flood level pumps off, no freeboard. Flood level is approximately 70mm above the floor level. (Note that this is an unrealistic and overly conservative scenario as described above)

A comparison of this level with typical ground levels is also made below for the purposes of seeing how this will fit into existing housing and the local landscape. Diagrams of some typical houses have been appended to this report. This shows that a minimum floor level of 2.0m will result in houses that will be able to fit into the existing streetscape.

In the lowest lying area the ground level is 1.0m RL a floor level of 2.0m would require the house to be 1.0m above the ground. They will be out of context with other existing houses that may be 400 to 500mm above the ground. Given these areas are regularly subject to flooding this is not unreasonable.

The majority of the area is 1.2 to 1.4m RL. This would put the houses 600mm to 800mm above the ground level. This will not be entirely out of context in this situation and should fit into the landscape reasonably well.

### **Area 2, The Otaki Street area, bounded by Whitefield Street / Ohoka Road/ Williams Street / and the Kaiapoi River.**

The proposed minimum floor level for this area is 2.82m RL. This achieves a freeboard of 1.0m above the 1% AEP (100 year) flood level. The minimum floor level matches the predicted 0.5% AEP (200 year) flood level. On balance this provides a good level of protection for an area that is already built up with most existing houses built lower than this level.

#### Typical Ground levels.

The lowest ground levels in this area are road levels these are between 1.0 and 1.2m in Evans Place and Porters Place.

The lowest property levels are in the order of 1.4 and 1.6m RL. The typical property levels in the broader area are 1.6 to 1.8m RL.

#### Flood Levels

Various flood model levels are discussed in the sections below to compare against the proposed minimum floor level of 2.0m RL.

#### 2019 Urban Kaiapoi Flood Model.

Recent modelling work which includes the Pump Stations in Kaiapoi operating have yielded the following flood levels.

1% AEP (100 year) Flood level 1.82m RL

0.5% AEP (200 year) Flood level 2.82m RL.

#### Ashley River Breakout (ECAN ) Model

Checks made against the Ashley River Breakout modelling show that no flooding will occur in this area either in the 1% AEP (100 year) or 0.5% AEP (200 year) events.

### Actual Flood Observations

My own observations during storms in June 2014 and June 2019 would indicate water levels of up to 1.6m RL.

### 2015 Localised Flood Hazard Mapping

An additional check has been made against the 2015 Localised Flood Mapping for this area which is considered very conservative and not directly applicable to Kaiapoi given it does not make any allowance for the primary reticulation and assumes none of the pumps are working. Furthermore, the Kaiapoi River stopbanks in this area are not modelled accurately enough in the 2015 study resulting in unrealistic water levels in the urban area.

For the 0.5% AEP (200 year) scenario, approximately 2.3m deep flooding is modelled on properties in the lowest lying areas, and 1.5 to 2.0m in the broader area. (Approx. flood level 3.40m RL).

For the 1% AEP (100 year) scenario, 2.0m deep flooding is modelled in the lowest properties in the lowest lying areas, and 1.2 to 1.7m in the broader area. (Approx. flood level 3.10m RL).

Given these scenarios are unrealistic and overly conservative this assessment is dismissed for the purposes of this memo. The 2015 modelling was prepared solely to help identify flood hazard areas and is not suitable for setting minimum floor levels in the existing urban area of Kaiapoi.

### Floor Levels

A minimum floor level of 2.82m RL is proposed for this area.

Most houses in the area are timber floors on plies and joists. These floor levels would typically be up to 0.5m above the ground level. So in the lowest lying areas house levels will be as low as 2.0 m. More typical levels will be 2.1 to 2.2m RL.

For the purposes of this memo a 2.82 minimum floor level is tested.

This would equate to 1.0m freeboard above the 1% AEP storm with the pumps and primary system operating. It is also at a level that matches the localised 0.5% AEP flood level (with pumps and primary system working).

In terms of being in context with the surrounding area this would make houses substantially higher than neighbouring properties. This in itself can lead to localised drainage issues with one property due to being so much higher than its neighbour causing localised issues. Also in terms of the streetscape this can cause issues with privacy and day to day living.

The working group has carried out an assessment of how any new houses constructed to a 2.82m floor level would relate to the existing street scape. Some diagrams showing this assessment are appended to this report. This shows that despite having floor levels higher than neighbouring properties houses could be constructed in keeping with the streetscape.'

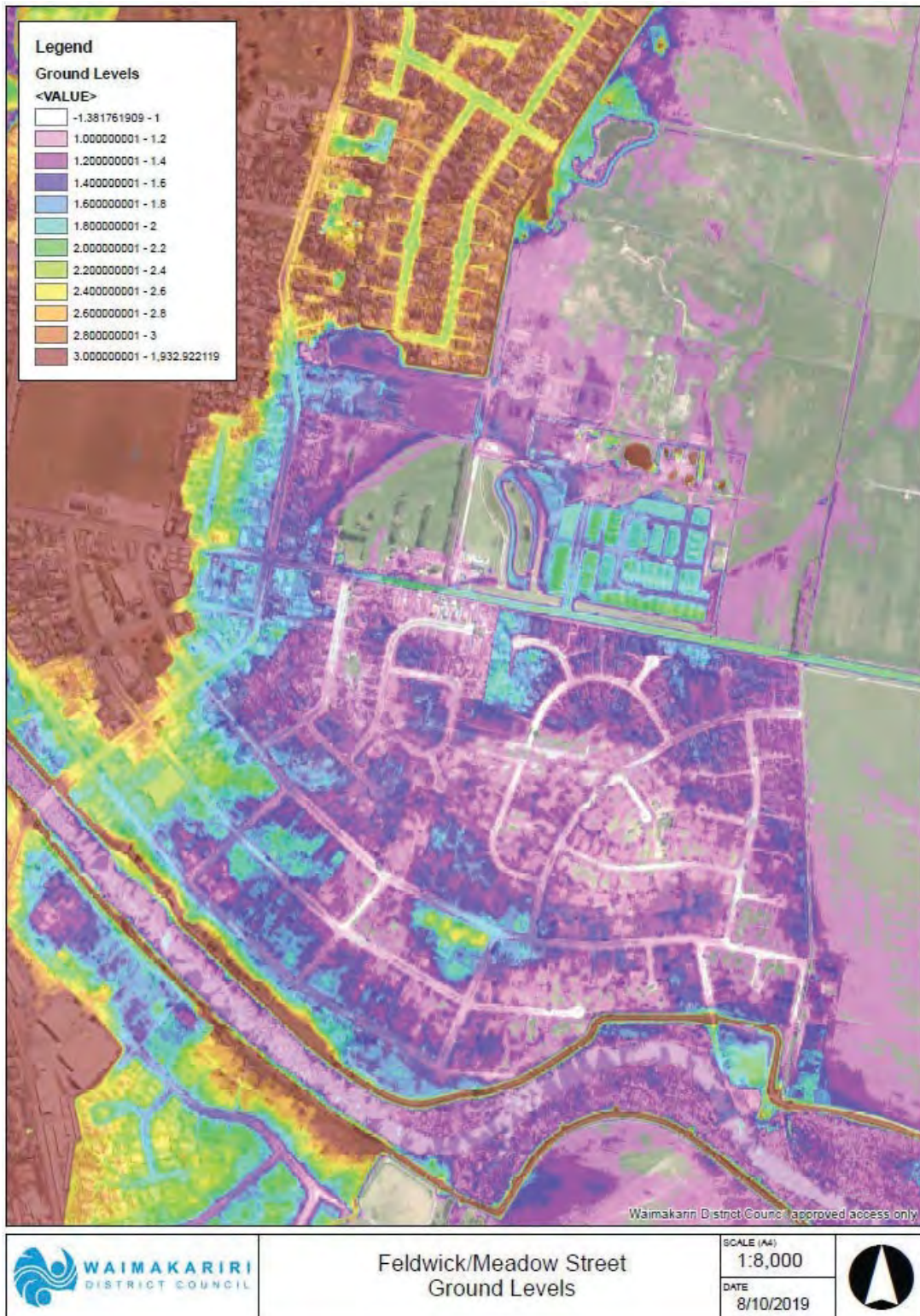
### **Conclusion / Recommendation.**

It is recommended that the following minimum floor levels are adopted.

Area 1. East Kaiapoi (Feldwick/Meadow/Bracebridge). The proposed minimum floor level for this area is 2.0m RL.

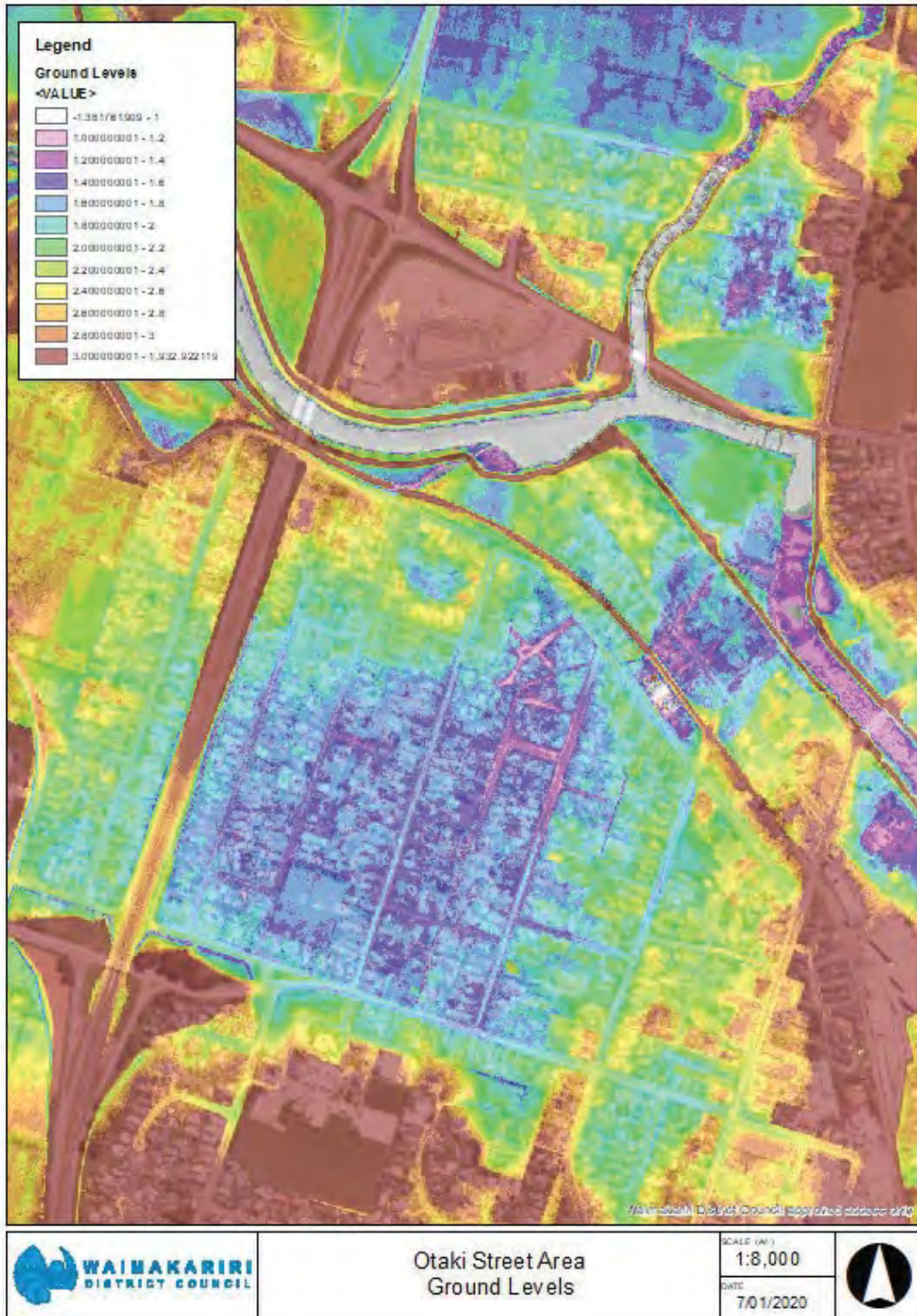
Area 2, The Otaki Street area, bounded by Whitefield Street / Ohoka Road/ Williams Street / and the Kaiapoi River. The proposed minimum floor level for this area is 2.82m RL.

Appendix i) Feldwick / Meadow Street Area

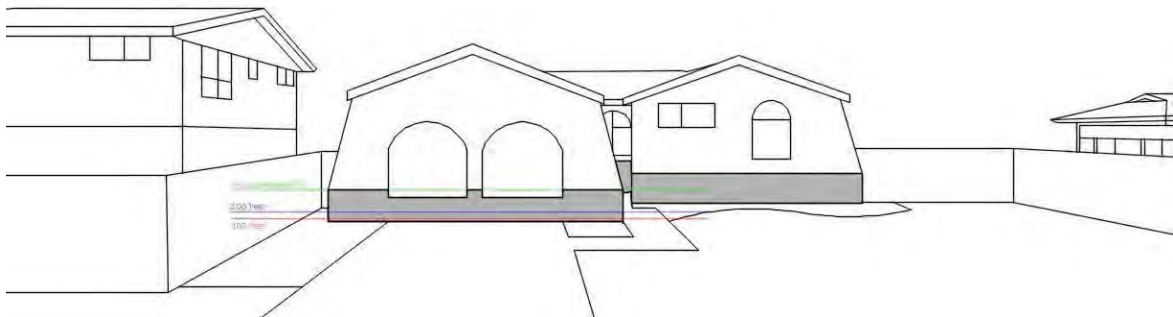
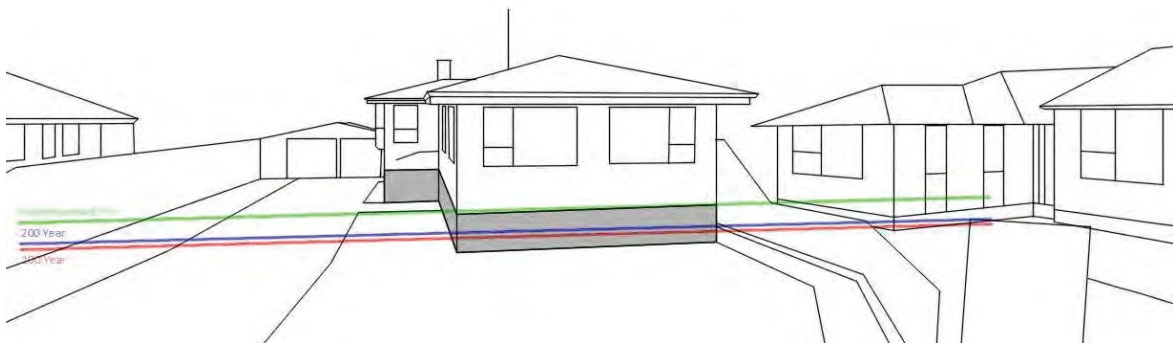
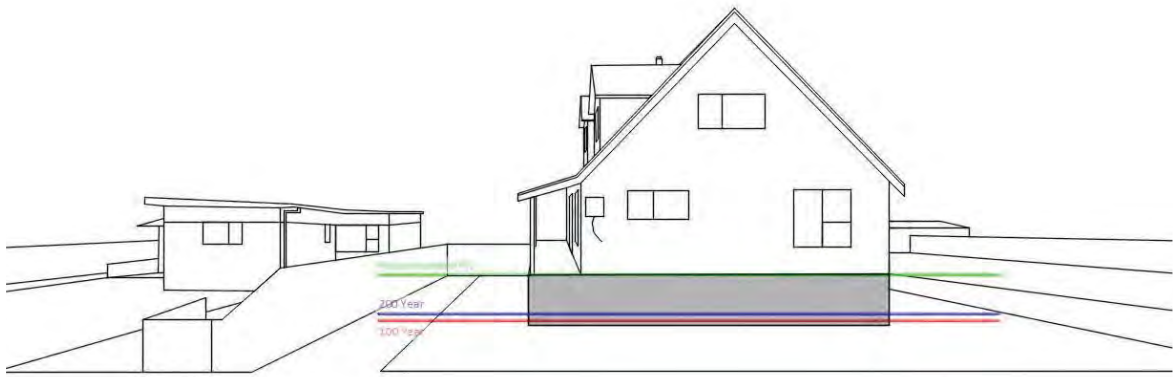




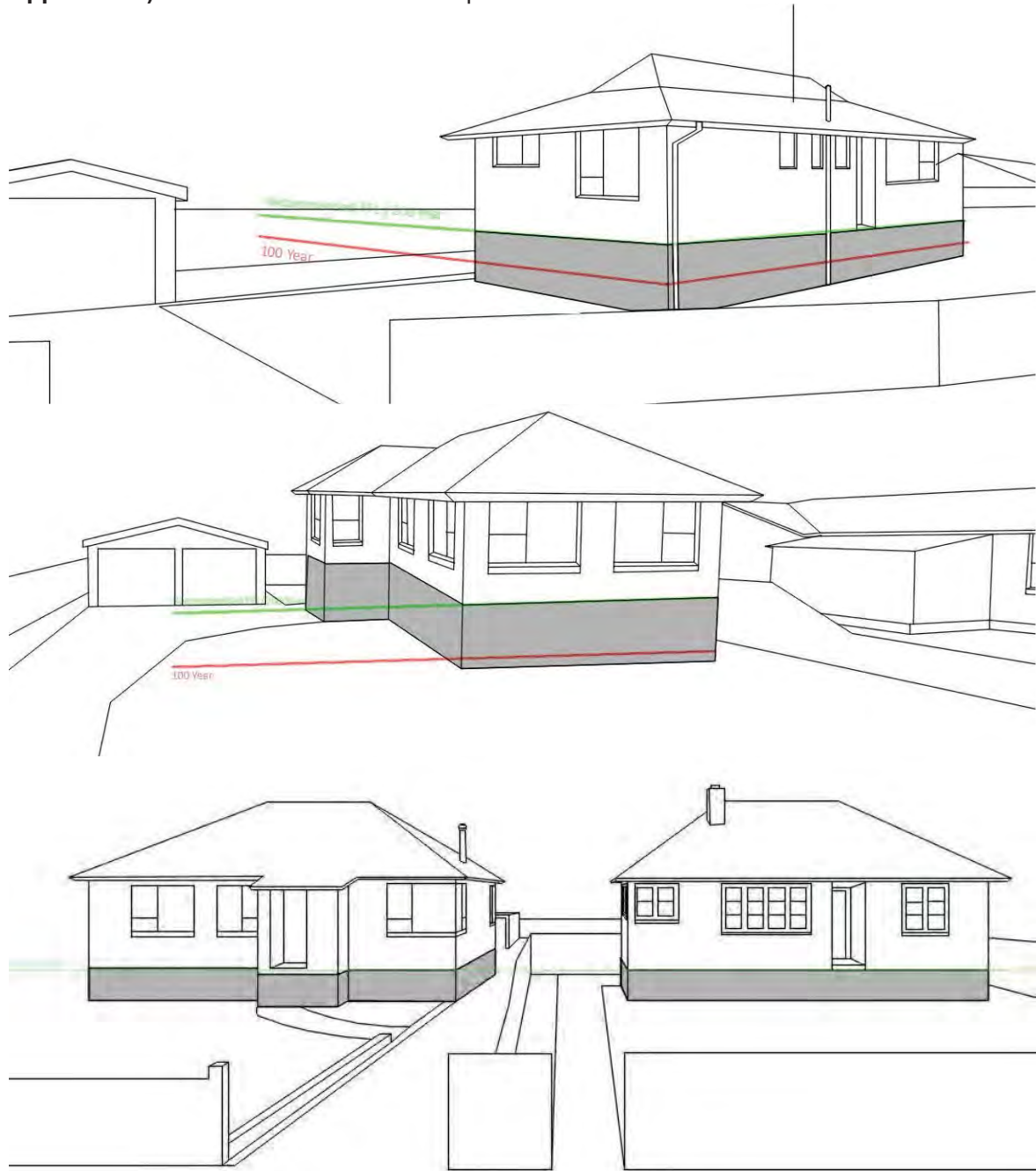
Appendix ii) Otaki Street Area

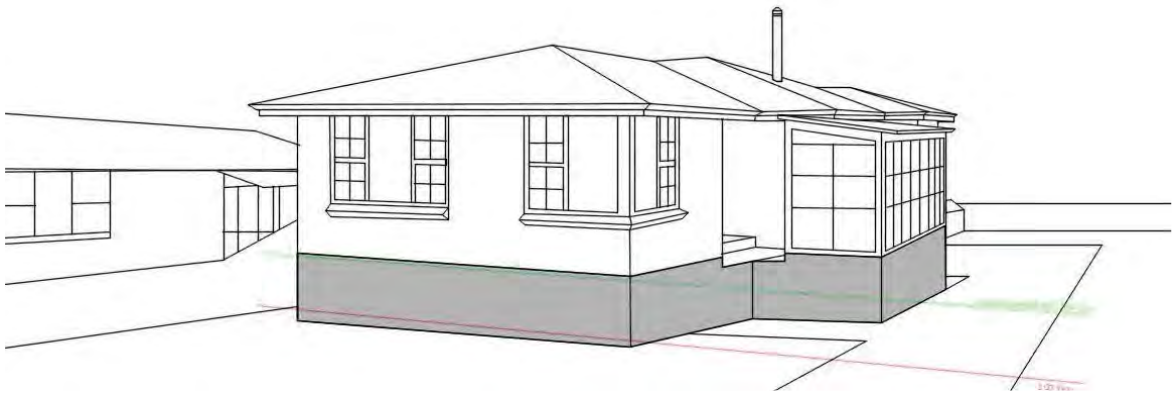
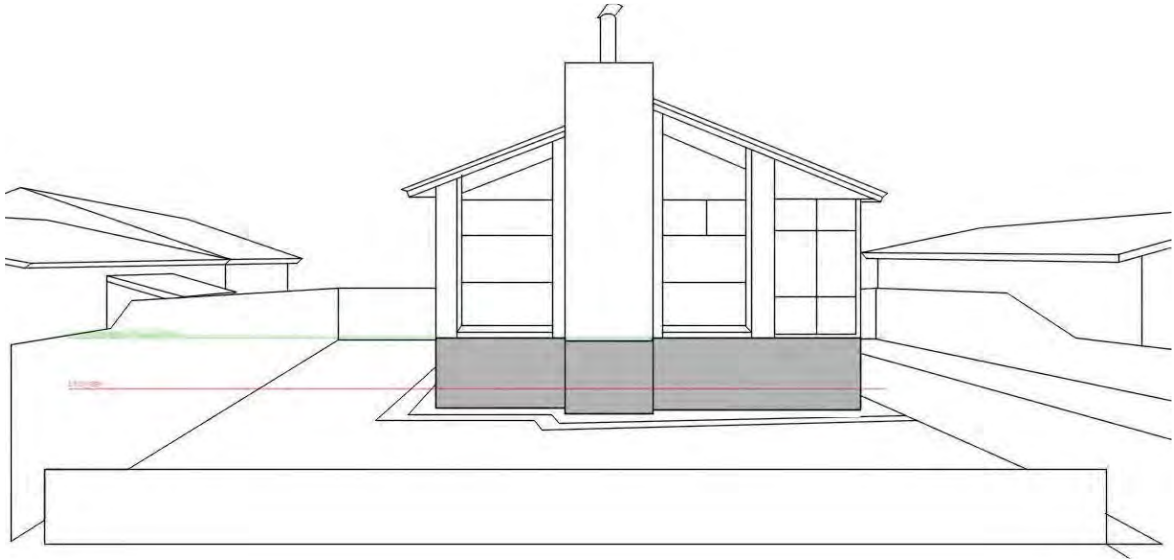


**Appendix iii) Feldwick / Meadow Street FFL Examples**



**Appendix iv) Otaki Street Area FFL Examples**





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

**FILE NO AND TRIM NO:** TSU-22 / 200114003406 [v2]  
**DATE:** 29 July 2022  
**MEMO TO:** Gerard Cleary, Manager – Utilities and Roading  
**FROM:** Chris Bacon, Network Planning Team Leader  
**SUBJECT:** Kaiapoi Minimum Finished Floor Level – Technical Memorandum 2022 Update

---

Gerard

The purpose of this memo is to document the technical work undertaken to help determine the minimum Finished Floor Levels (or FFL) that the Council should adopt within the Kaiapoi township and the Coastal settlements of Pines Kairaki, Woodend Beach and Waikuku Beach.

This work is a revision of the work undertaken in 2020 which incorporates a number of improvements including:

- Updated 2020 Flood Modelling
- Coastal Inundation Modelling
- Levels expressed in terms of New Zealand Vertical Datum 2016
- Inclusion of the residential beach settlements of Pines Kairaki, Woodend Beach and Waikuku Beach

Refer to TRIM 200114003406 [v1] for the previous 2020 Memo.

This work will inform the Technical Practice Note on Flood Mapping Freeboard and Finished Floor Levels (TRIM 200106000520).

This memo contains a number of figures and plans which can all be found in full scale in the Appendix.

**1. Information and Data**

The 2020 District Flood Modelling was used as the basis for this work. This work was completed in 2020 and featured the following assessments

- Localised Flooding
- Ashley Breakout Modelling
- Coastal Inundation

The 100 year ARI flood event was used throughout this work as this represents the return period to demonstrate compliance with the Building Act. It is noted that new greenfield subdivision or other comprehensive developments would normally require specific assessment with regards to the 200 year ARI flood event to meet the requirements under the ECAN Regional Policy Statement. Therefore the minimum finished floor levels presented in this memo should not be used for comprehensive or greenfield development within the urban zone without specific approval from the Utilities and Roading Manager or the Planning and Regulation Manager.

Refer to Figure 1 and Figure 2 for the 2020 Flood Modelling Results for Kaiapoi and the coastal settlements.

The 2020 Flood Modelling was based on the 2014 LiDAR survey with the inclusion of developer provided DEMs where available. The LiDAR data and the flood modelling results were used to determine the Flooding RL levels.

Refer to Figure 3 and Figure 4 for the 2014 LiDAR Ground Levels in the Kaiapoi Area and the Coastal Beach Settlements.



Figure 1 - Kaiapoi 100 Year Modelled Flood Depth

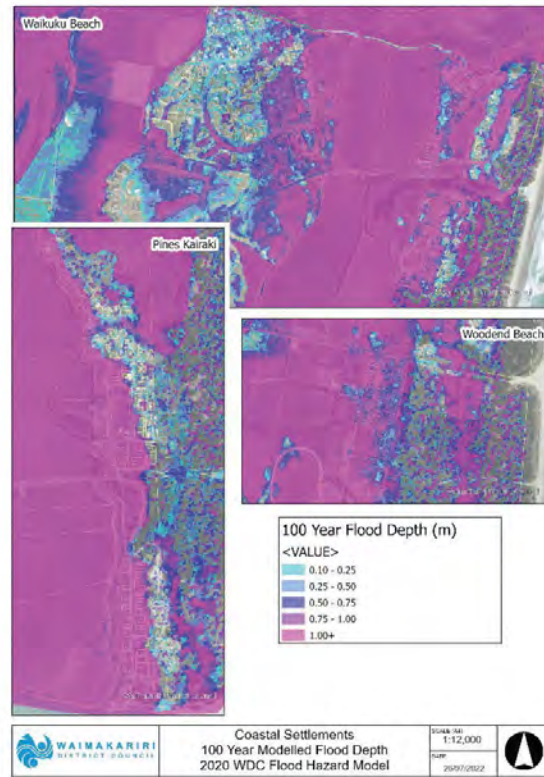


Figure 2 - Coastal Settlements 100 Year Modelled Flood Depth

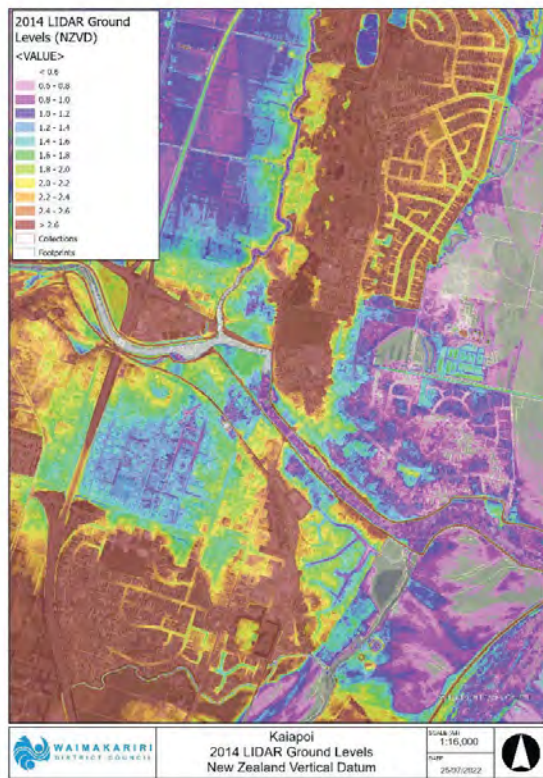


Figure 3 - Kaiapoi LIDAR Levels

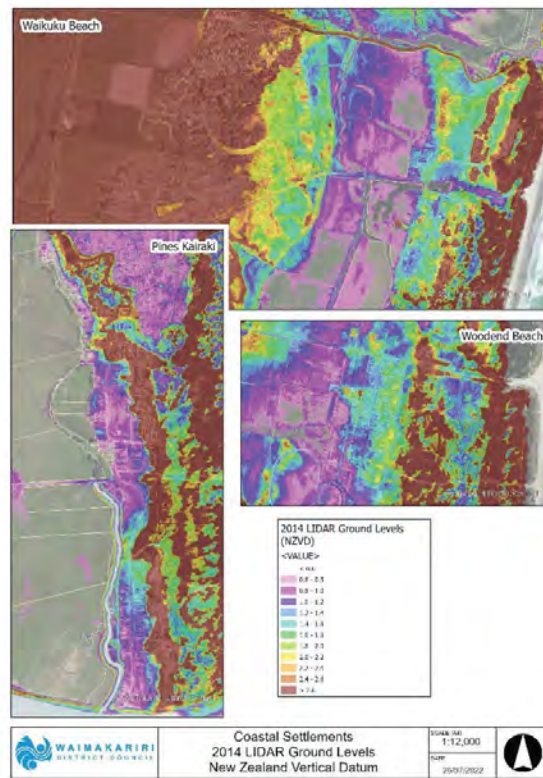


Figure 4 - Coastal Settlements LIDAR Levels

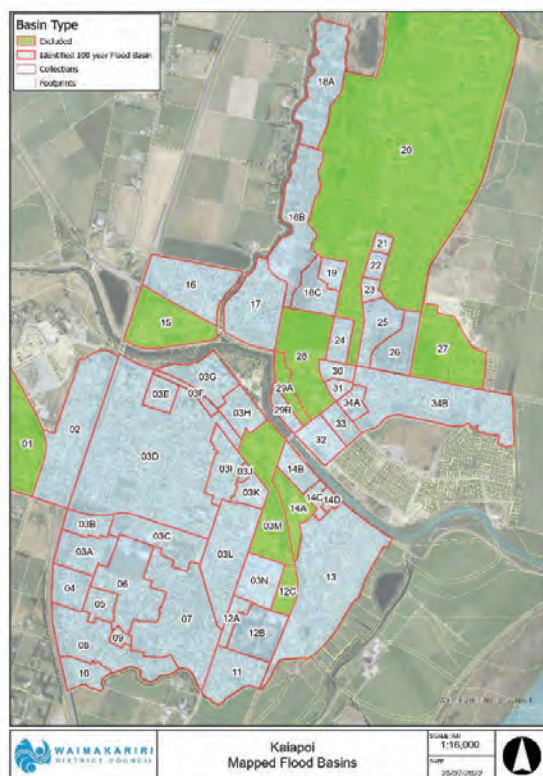
## 2. Delineation of Flood Basins

In Kaiapoi it was necessary to consider the impact of a localised flood basins in the event that stormwater infrastructure (such as pipes, pumps etc) could fail. In these areas overland flowpaths are not available and flood depths could be more significant than those presented in the flood model results.

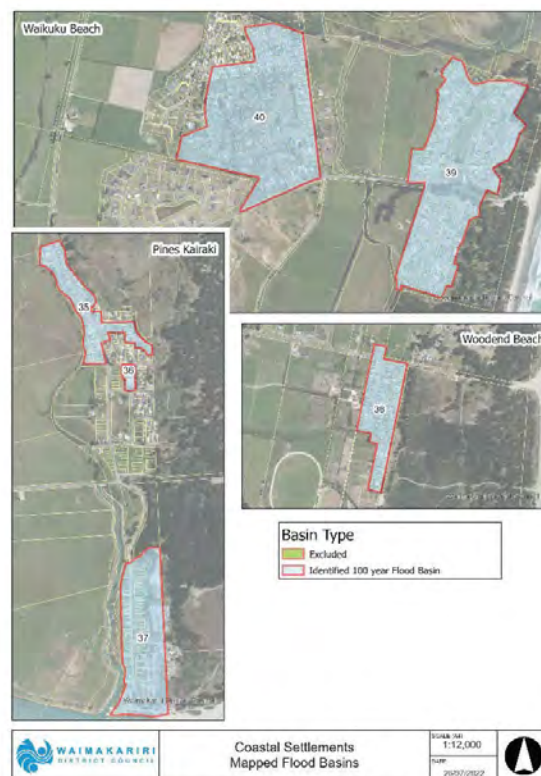
In the Coastal Settlements these flood basins only represented areas directly affected by Coastal or Ashley Breakout Flooding where properties formed part of a larger flood basin often covering the full settlement.

Flood depths from the model results were used to determine localised flood basins where flood levels represented a homogenous surface and there was no overland flowpath available. Flooding within these basins would occur whenever the primary infrastructure failed or was overwhelmed by incoming stormwater flows. The basins were delineated manually using the mapped flood depths and the 2014 LIDAR data.

Refer to Figure 5 and Figure 7 for the assessed flood basins in Kaiapoi and the Coastal Settlements.



**Figure 5 - Kaiapoi Flood Basins**



**Figure 6 - Coastal Settlements Flood Basins**

Some of the urban areas in Kaiapoi were specifically excluded from this flood basin assessment either because

- They were subject to specific Resource Consent Conditions for Finished Floor Levels and/or
- They did not feature any significant flooding or exhibit basin behaviour (ie floodwaters were able to flow away freely)

These areas are shown in green on Figure 5.





### 3. Determination of Freeboard

Each flood basin was then assigned a suitable freeboard based on the modelled flood hazard and the freeboard guidelines developed as part of the Flood Mapping Freeboard and Finished Floor Levels Practice Note (TRIM 200106000520). Table 1 summarises the freeboard requirements used for the different hazard categories.

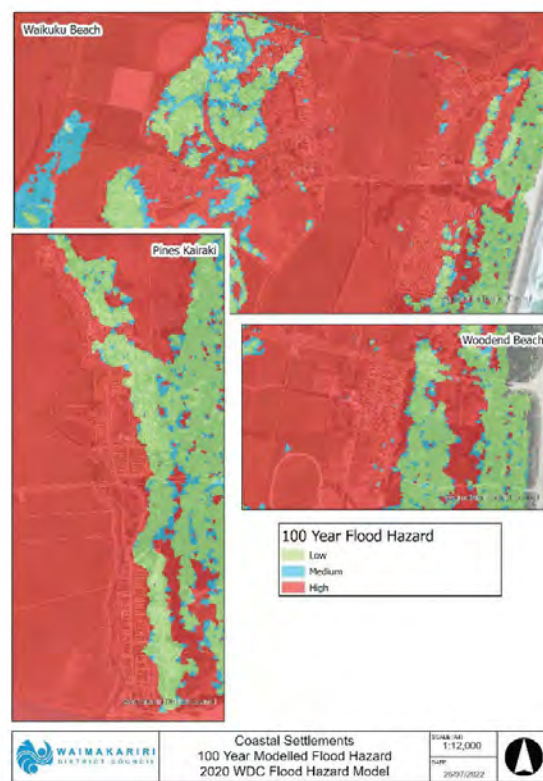
**Table 1 - Minimum Freeboard Requirements**

Flood Hazard <sup>2</sup>	Minimum Freeboard
Very Low (White)	300mm
Low (Green)	400mm
Medium to High (Blue and Red)	500mm

Refer to Figure 9 and Figure 10 for the Modelled 100 Year Flood Hazard Categories



**Figure 9 - Kaiapoi 100 Year Flood Hazard**



**Figure 10 - Coastal Settlements 100 Year Flood Hazard**

<sup>2</sup> Flood Hazard as assessed on land parcels. Higher levels of flood hazard may be present on the adjoining road corridor

Refer to Figure 11 and Figure 12 for the assessed freeboard requirement at each basin for the 100 Year flood events.

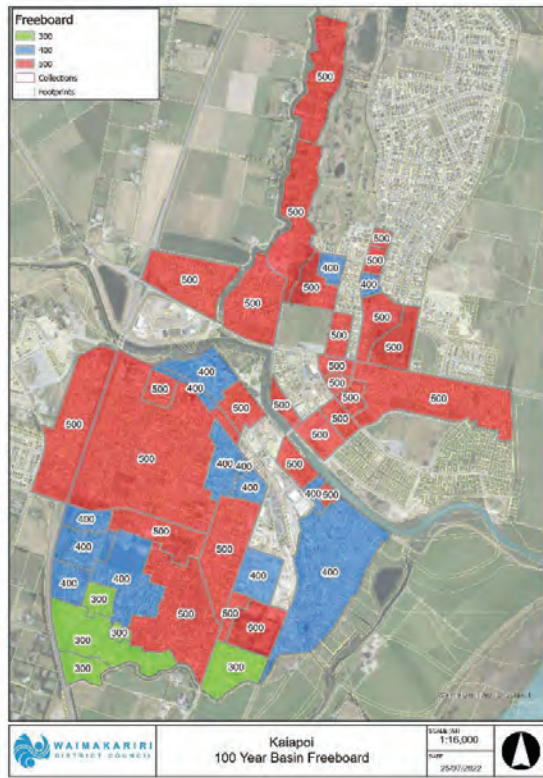


Figure 11 - Kaiapoi 100 Year Freeboard Requirement

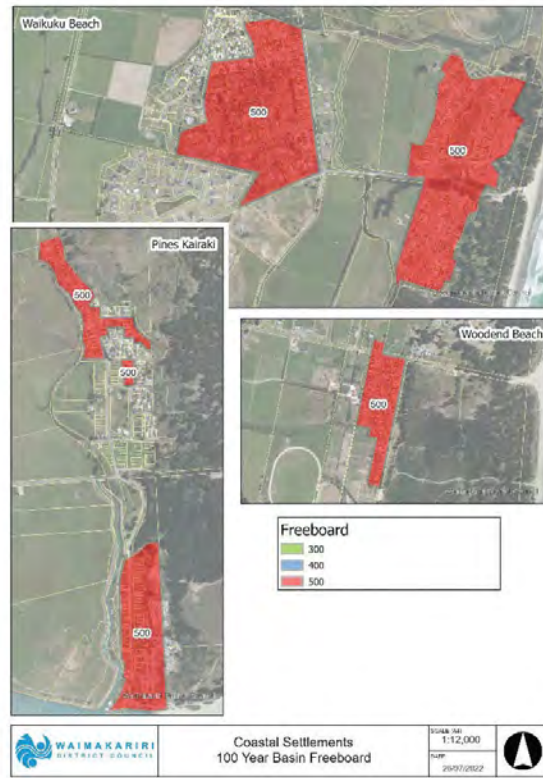


Figure 12 - Coastal Settlements 100 Year Freeboard Requirement

**4. Determination of Minimum Finished Floor Level**

Taking the adopted freeboard for each flood basin and adding this to the modelled flood depth it was then possible to specify a minimum FFL for each basin. This FFL represents the safe finished floor level within each basin area to prevent inundation due to ponding. Some properties may still require higher floor levels where they are subject to overland flow or Building Code requirements.

Refer to Figure 13 and Figure 14 for the minimum Finished Floor Level requirement for each flood basin.

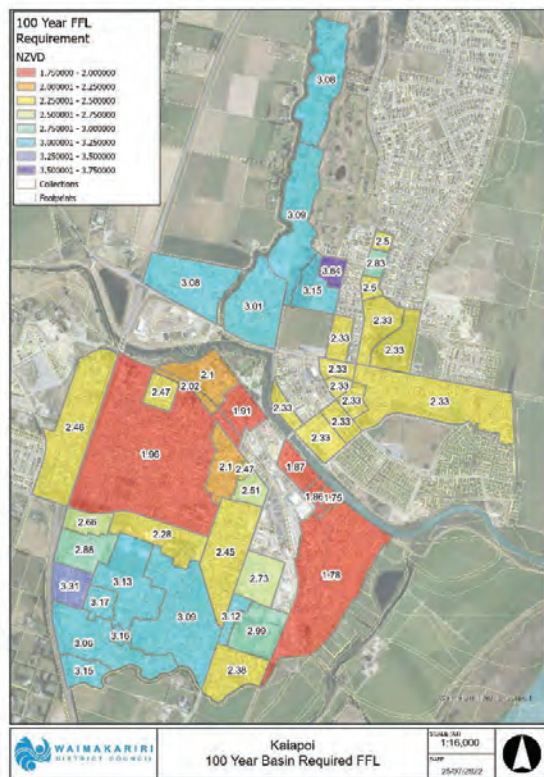


Figure 13 - Kaiapoi 100 Year FFL Requirement

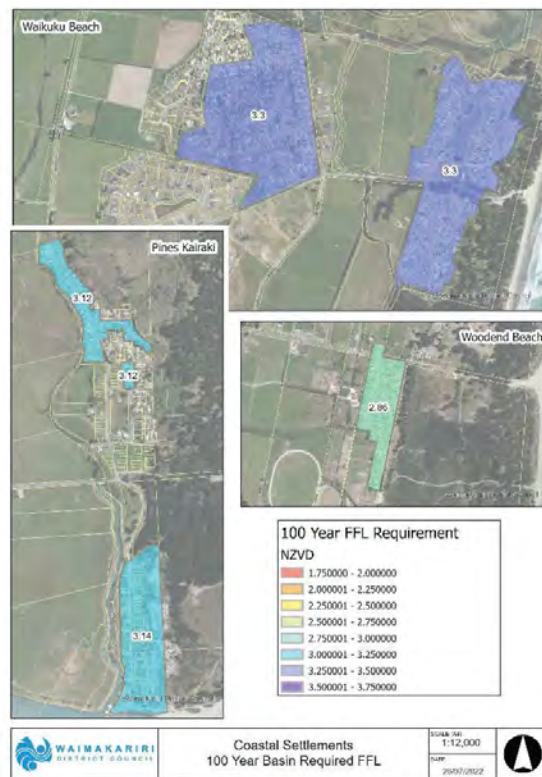


Figure 14 - Coastal Settlements 100 Year FFL Requirement

For new dwellings built in the existing urban area that are replacing existing dwellings the Council has adopted the 100 year level of protection in line with the requirements under the Building Act.

## 5. Further Assessment of Absolute Minimum Finished Floor Level Requirement

Following the assessment of the Minimum Finished Floor Level requirements for each flood basin it was deemed necessary to consider a higher minimum Finished Floor Level that would provide further protection for the low lying areas on the southern side of the Kaiapoi River. This absolute minimum level would supersede any modelled flood level information in these areas and provide additional protection for events such as a pumpstation failure in Kaiapoi.

Four potential absolute minimum FFL levels were subsequently assessed as outlined in Table 2

**Table 2 – Absolute Minimum FFL Assessment**

Potential Absolute Minimum FFL	Justification	Comments
1.65m RL	Correlates to historically observed high tide levels in the Kaiapoi River.	This is less than any of the assessed 100 year FFL levels, so this would not be appropriate for an absolute minimum FFL
1.96m RL	Correlates to the assessed minimum FFL level for the Otaki Street area	The Otaki Street area is one of the lowest lying parts of Kaiapoi and regular experiences surface flooding following moderate to large rain events. Therefore using the assessed 100 year FFL level for this area to set the absolute minimum FFL for the district appears to make logical sense.
2.05m RL	Correlates to recently consented minimum FFL for subdivisions in Kaiapoi where not subject to Coastal Inundation.	In areas not subject to Coastal Inundation this would provide some consistency with recent consented subdivisions, however it doesn't necessary reflect the flood levels across all low lying areas.
2.91m RL	CCC adopted minimum FFL for Christchurch City	Assessed to compare the existing requirements of a neighbouring local authority. However it is noted that this level would be impractical for most eastern urban communities in Waimakariri where the ground level is often in the order of 1.00m RL.

**6. Final Minimum Finished Floor Level Requirements for Kaiapoi and the Coastal Settlements**

Following this work it was decided to adopt the 100 year minimum FFL requirements in Kaiapoi and the Coastal Settlements. Furthermore it was determined that an absolute minimum FFL requirement of 1.96m be applied to all areas to match the requirement in the Otaki Street area.

Refer to Figure 15 and Figure 16 for plans showing the adopted Minimum FFL for Kaiapoi and the Coastal Settlements. Areas not shaded or coloured on the map may be subject to further Minimum FFL requirements under Resource Consent conditions.

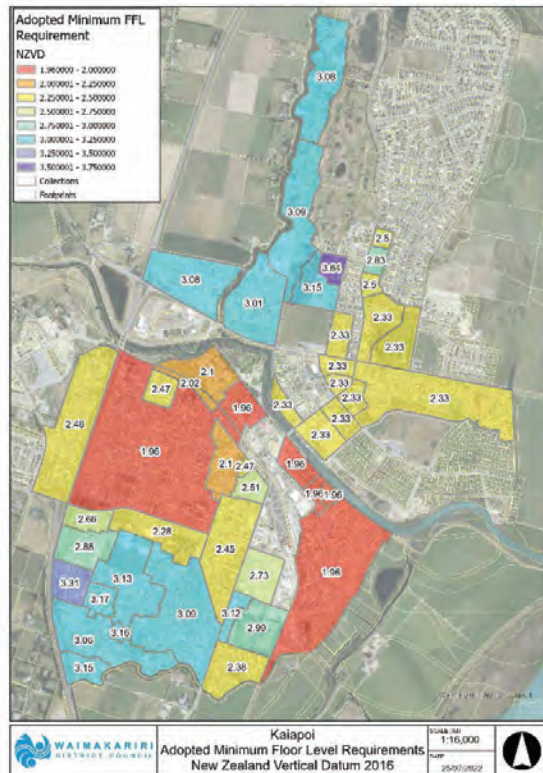


Figure 15 - Kaiapoi Adopted Minimum FFL Requirement

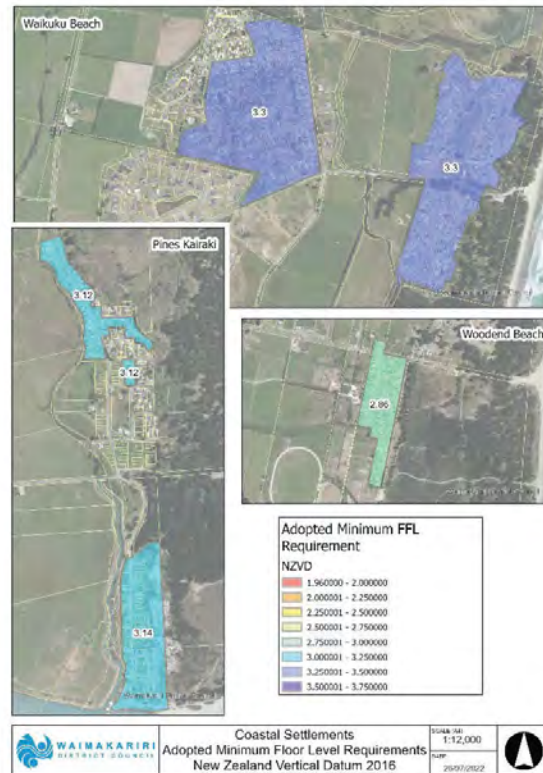
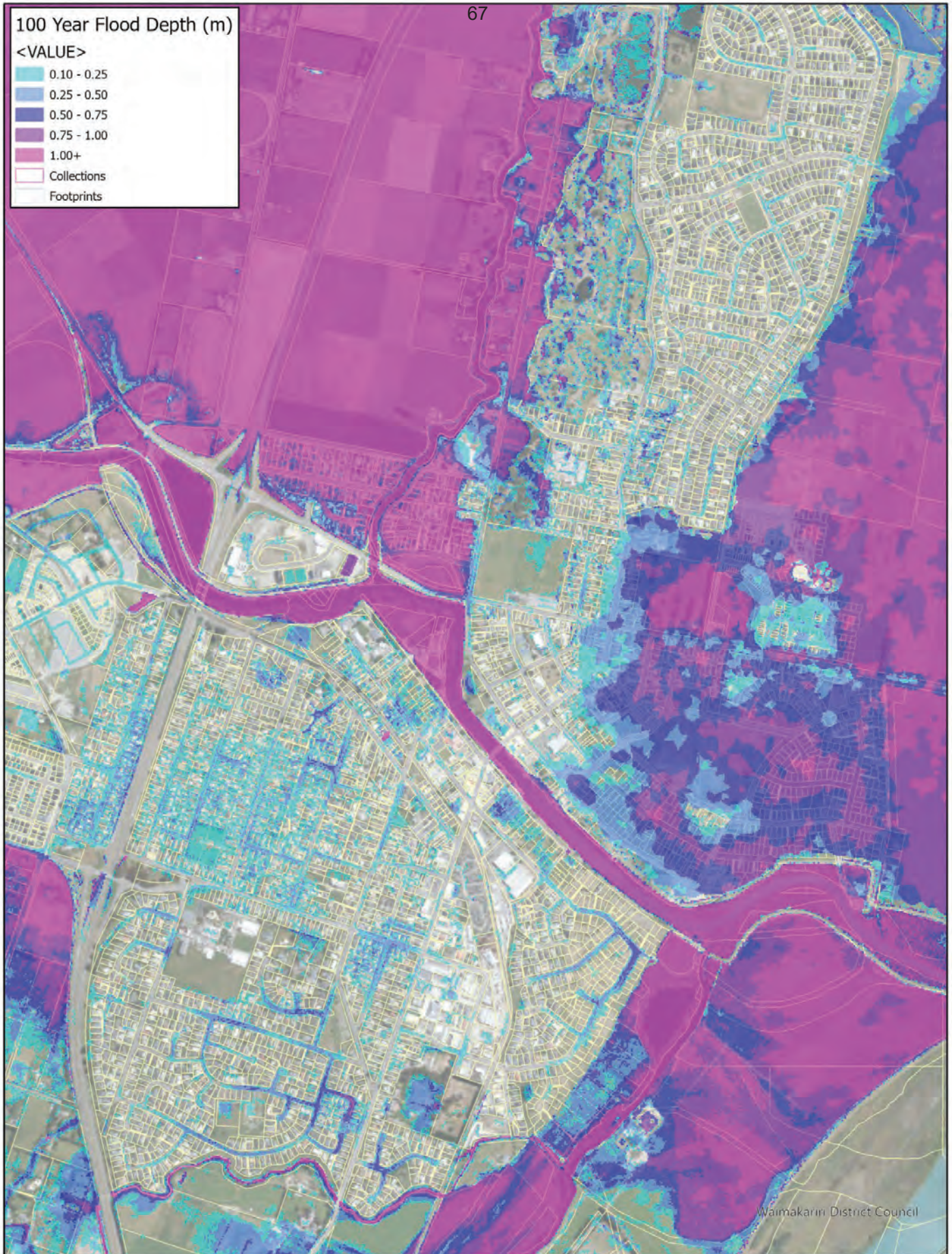


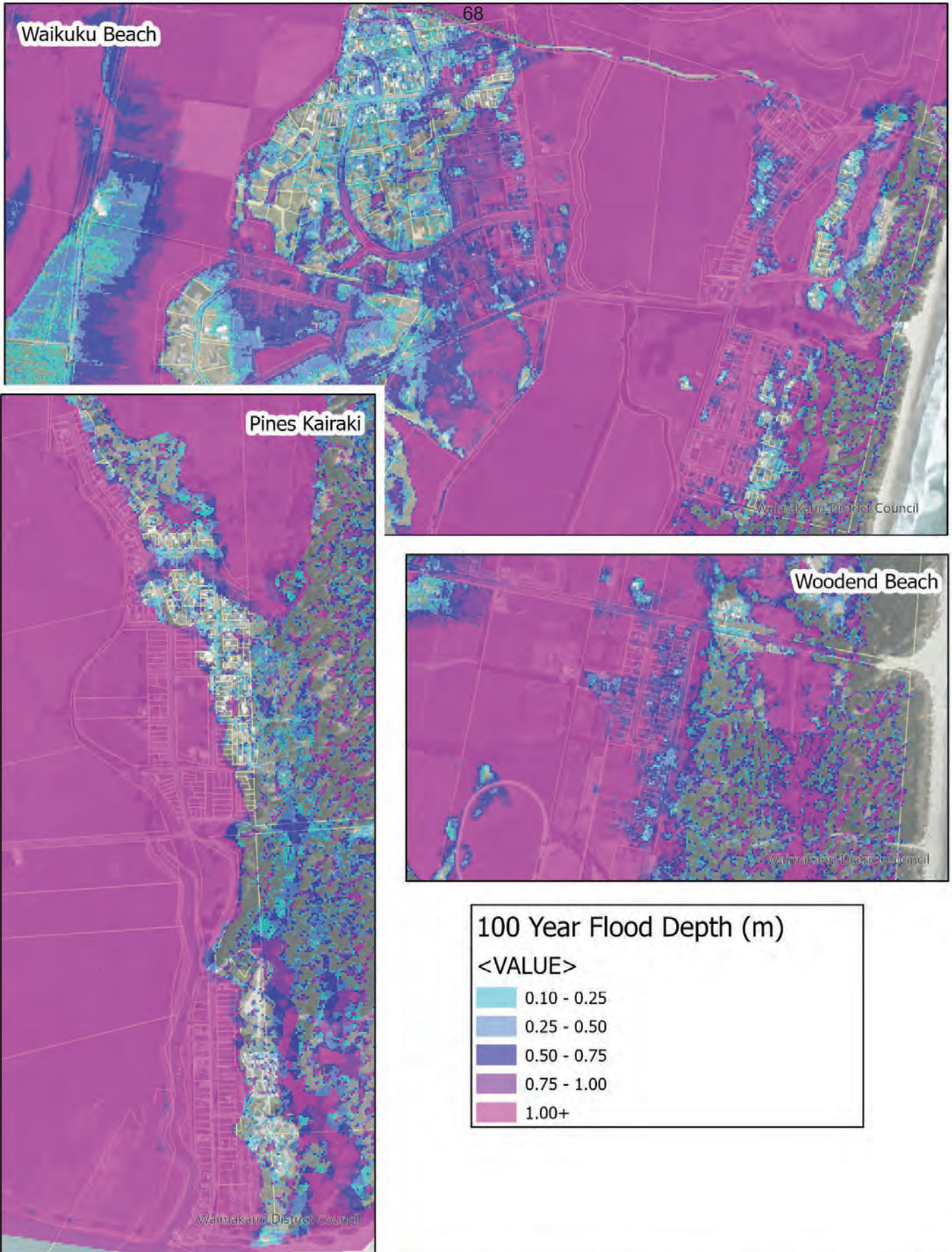
Figure 16 - Coastal Settlements Adopted Minimum FFL Requirement

**APPENDICES**

- Figure 1 - Kaiapoi 100 Year Modelled Flood Depth
- Figure 2 - Coastal Settlements 100 Year Modelled Flood Depth
- Figure 3 - Kaiapoi LIDAR Levels
- Figure 4 - Coastal Settlements LIDAR Levels
- Figure 5 - Kaiapoi Flood Basins
- Figure 6 - Coastal Settlements Flood Basins
- Figure 7 - Kaiapoi 100 Year Flood Level
- Figure 8 - Coastal Settlements 100 Year Flood Level
- Figure 9 - Kaiapoi 100 Year Flood Hazard
- Figure 10 - Coastal Settlements 100 Year Flood Hazard
- Figure 11 - Kaiapoi 100 Year Freeboard Requirement
- Figure 12 - Coastal Settlements 100 Year Freeboard Requirement
- Figure 13 - Kaiapoi 100 Year FFL Requirement
- Figure 14 - Coastal Settlements 100 Year FFL Requirement
- Figure 15 - Kaiapoi Adopted Minimum FFL Requirement
- Figure 16 - Coastal Settlements Adopted Minimum FFL Requirement



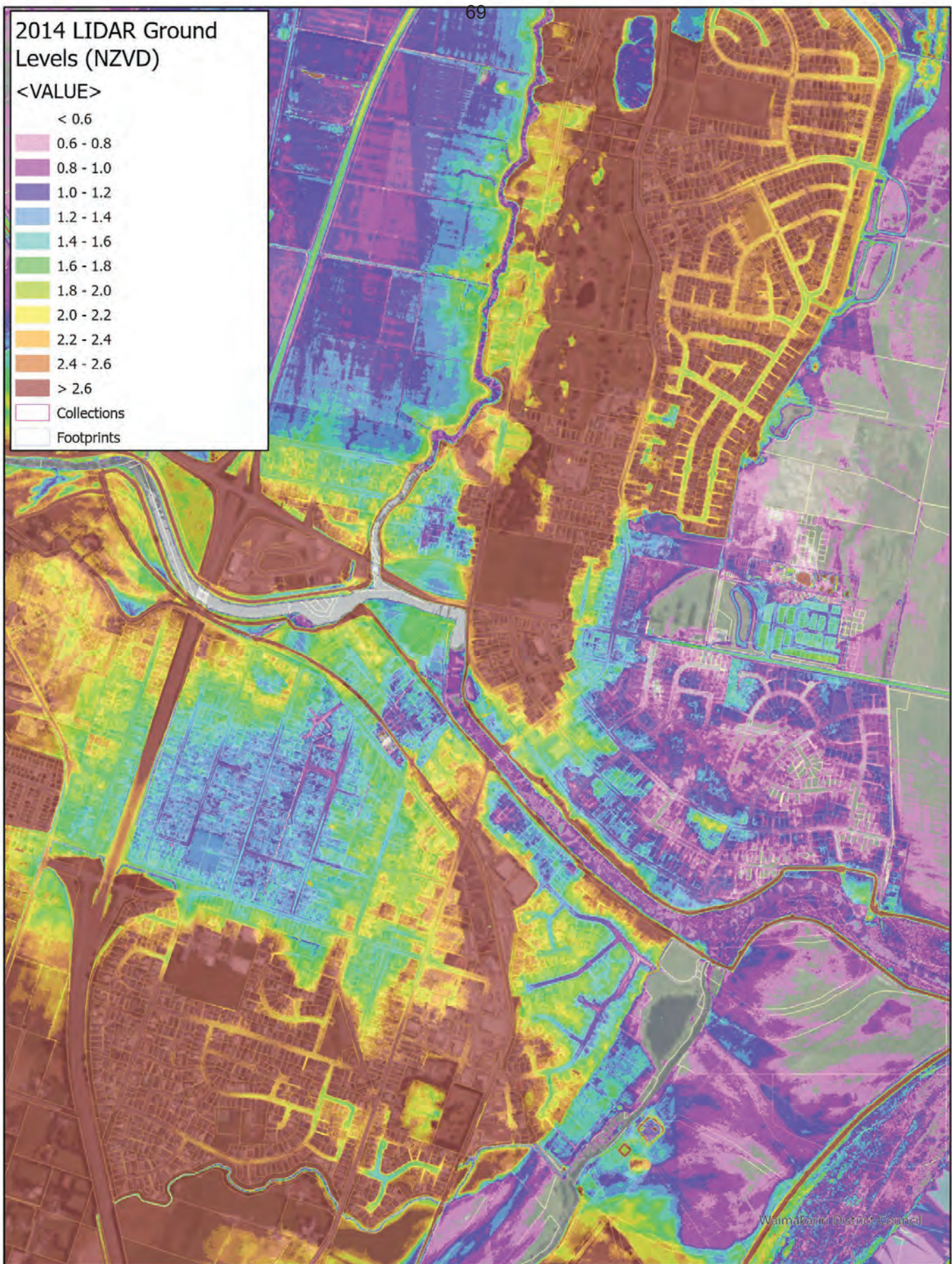




### 2014 LIDAR Ground Levels (NZVD)

<VALUE>

- < 0.6
- 0.6 - 0.8
- 0.8 - 1.0
- 1.0 - 1.2
- 1.2 - 1.4
- 1.4 - 1.6
- 1.6 - 1.8
- 1.8 - 2.0
- 2.0 - 2.2
- 2.2 - 2.4
- 2.4 - 2.6
- > 2.6
- Collections
- Footprints



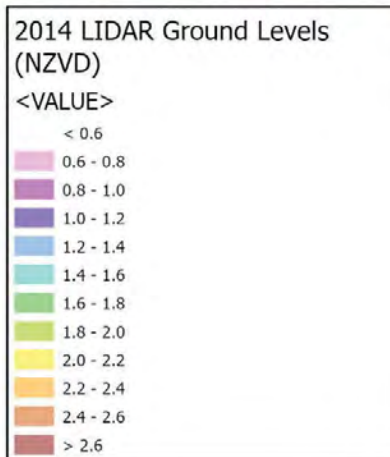
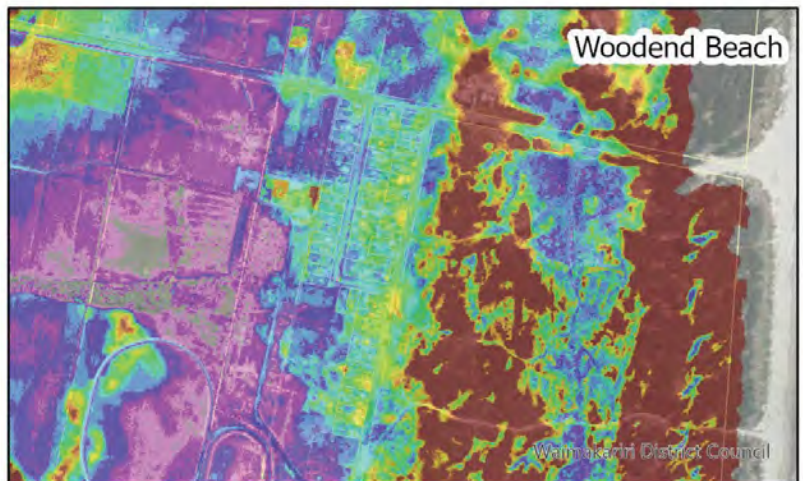
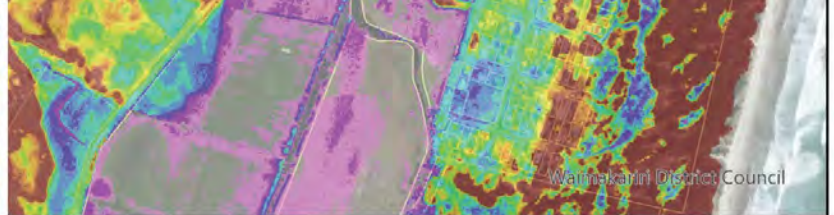
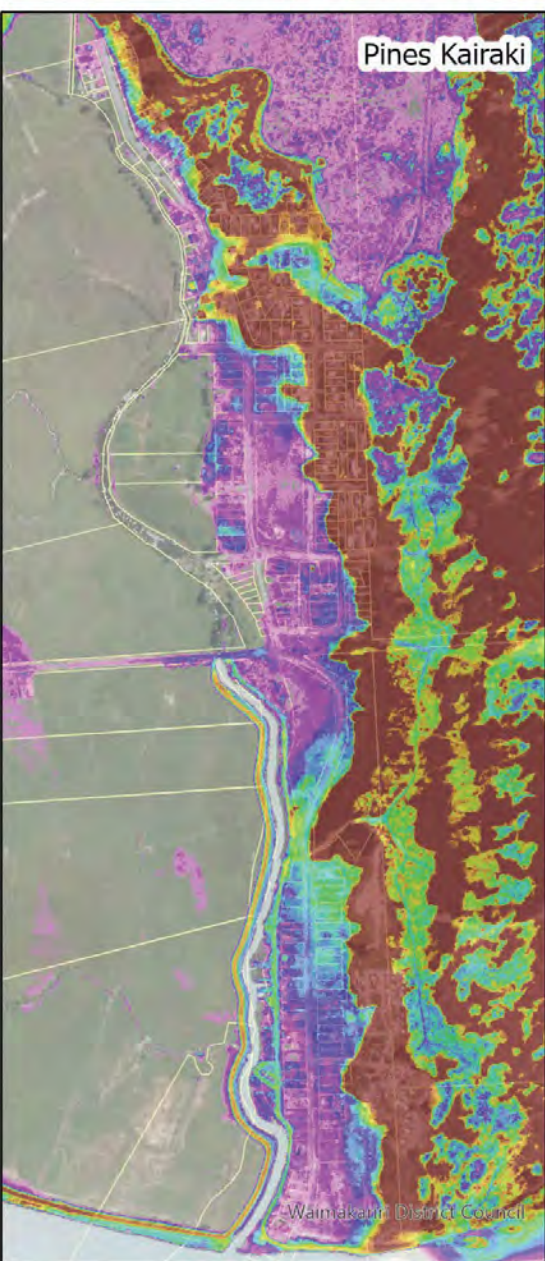
Waimakariri District Council

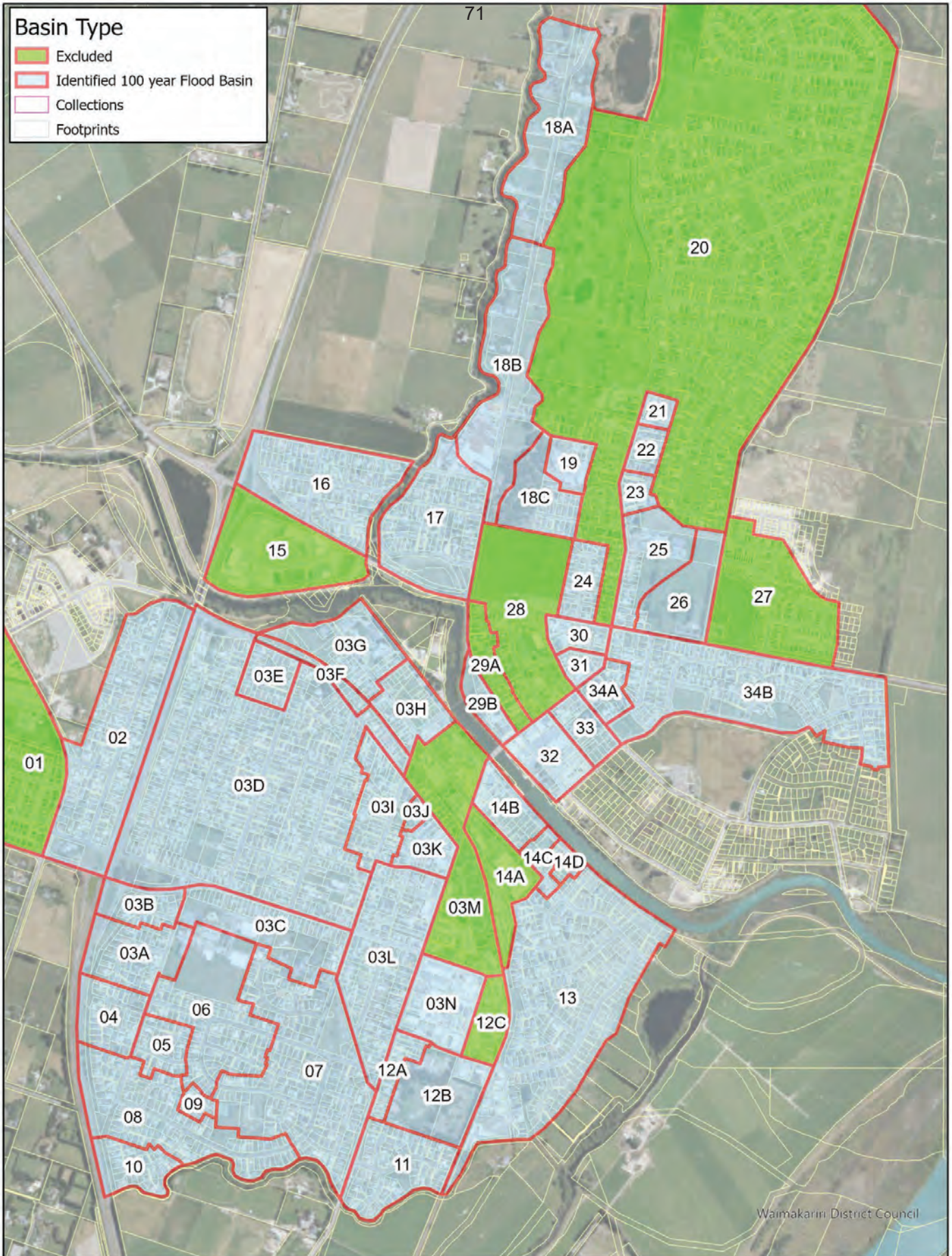


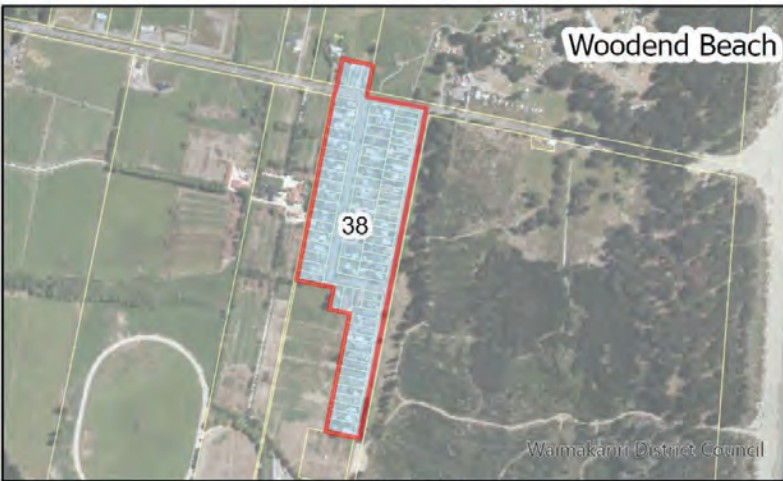
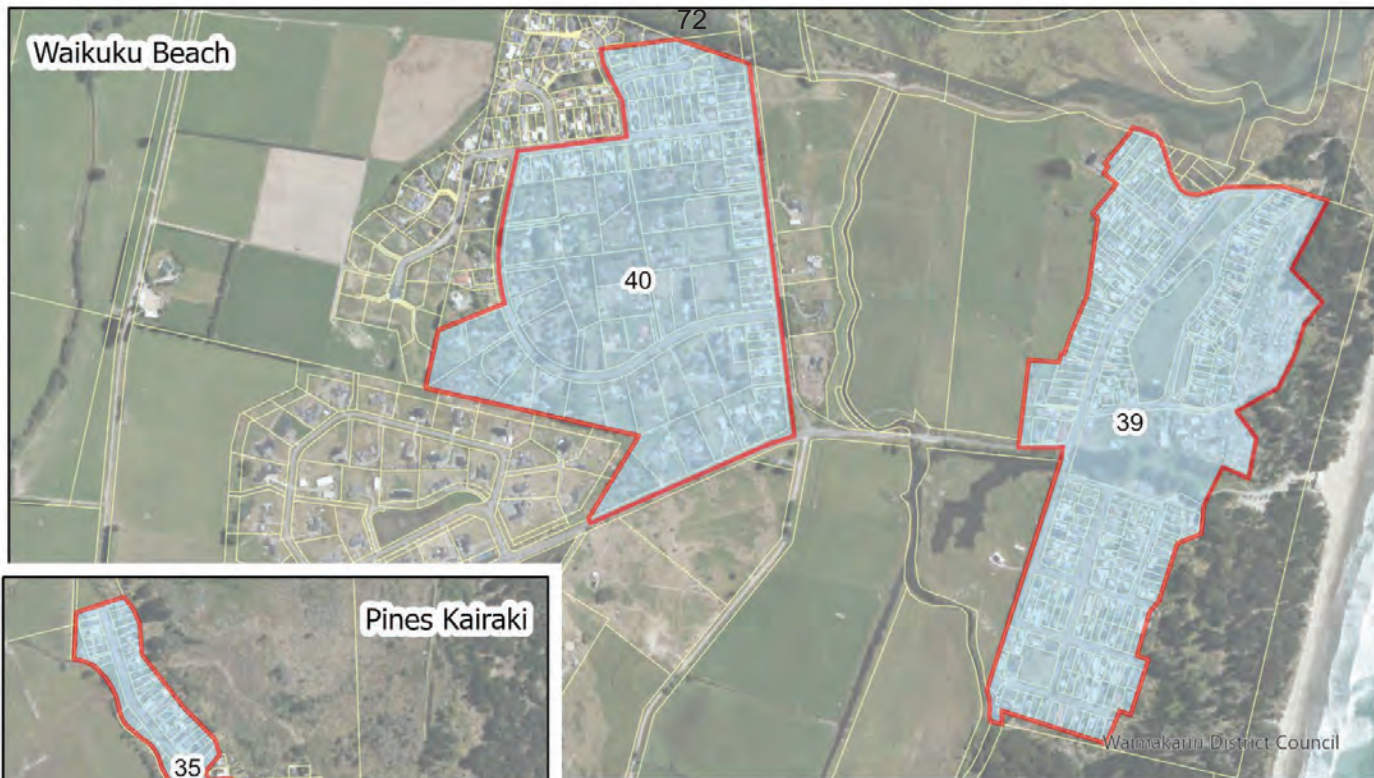
Kaiapoi  
2014 LIDAR Ground Levels  
New Zealand Vertical Datum

SCALE (A4)  
1:16,000  
DATE  
25/07/2022







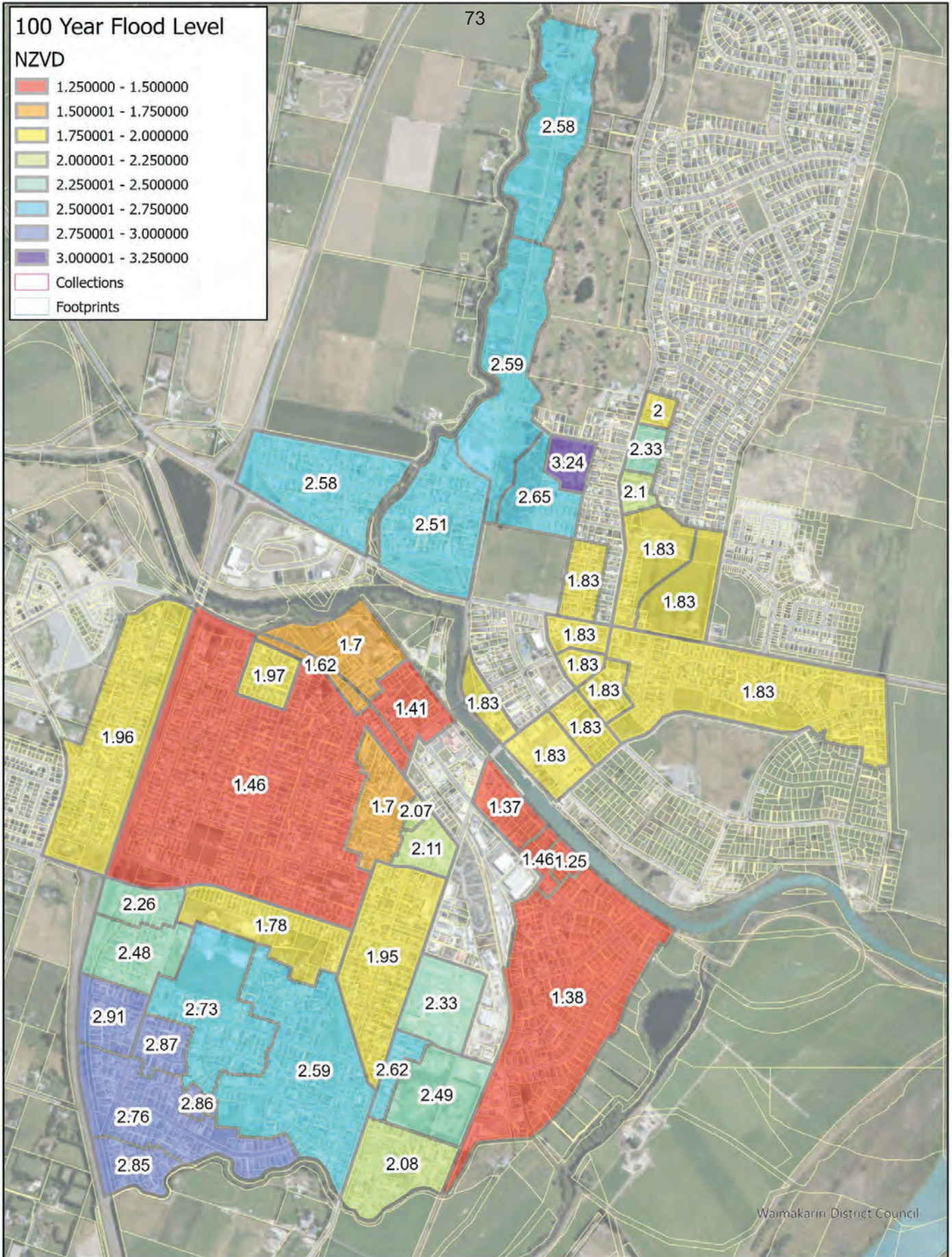


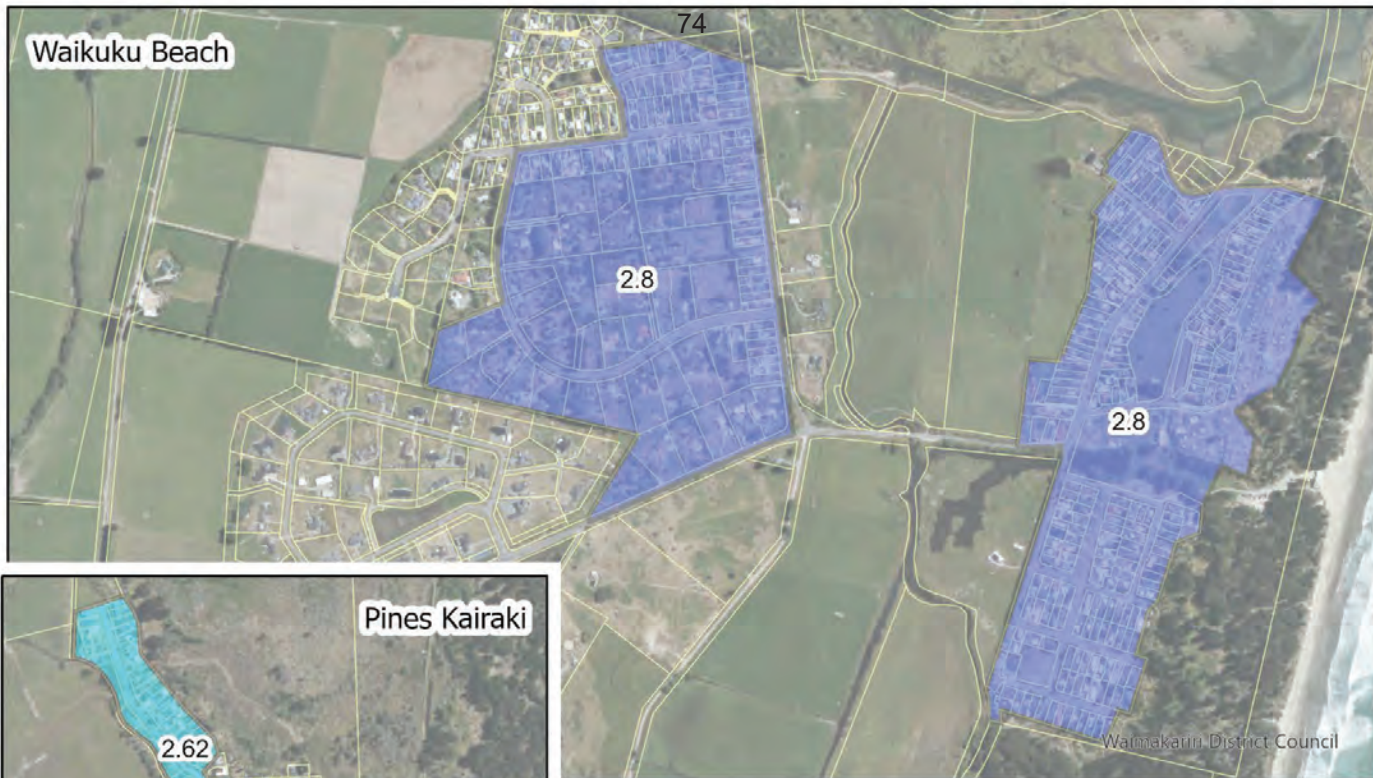


**Basin Type**

-  Excluded
-  Identified 100 year Flood Basin



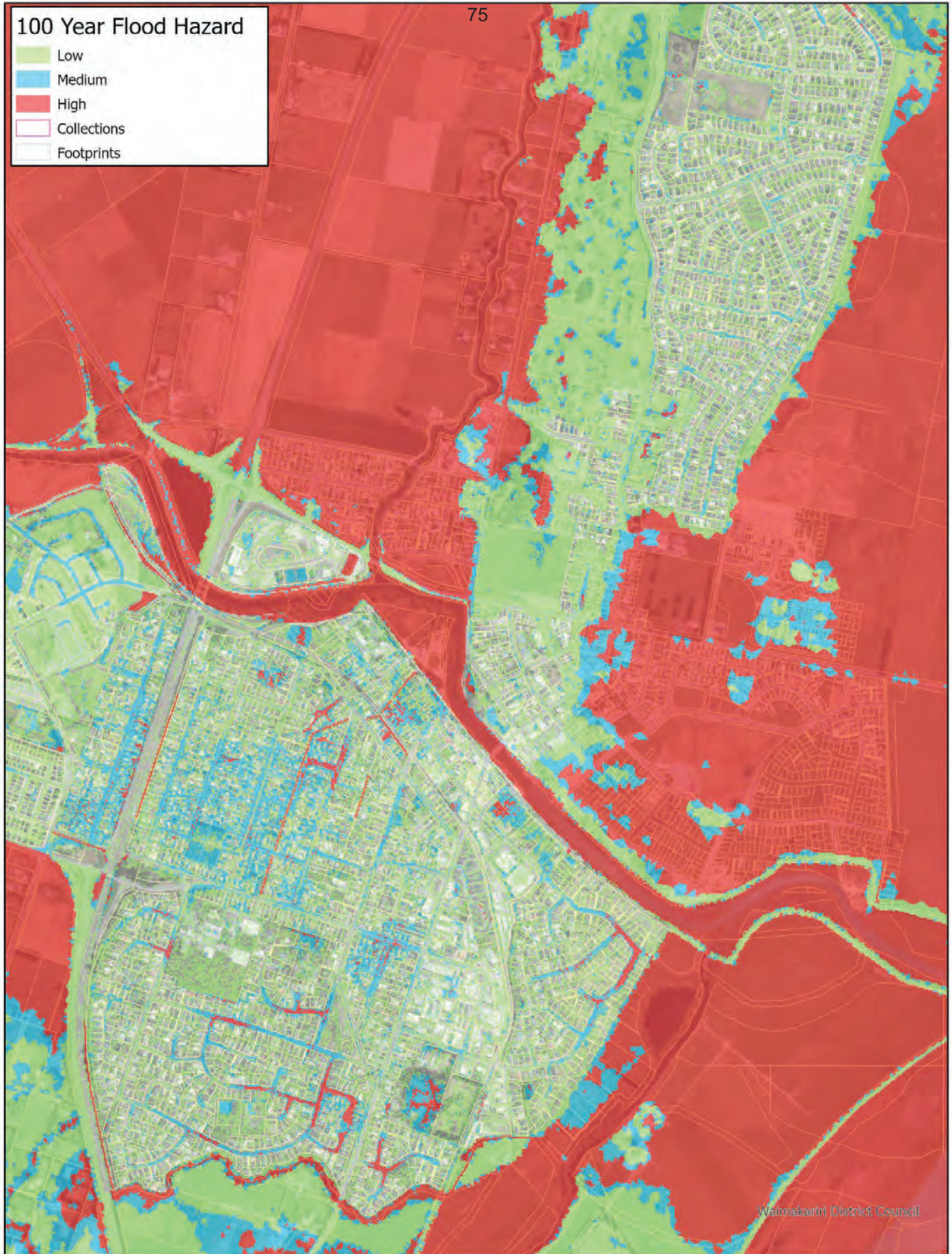




**100 Year Flood Level**  
NZVD

	1.250000 - 1.500000
	1.500001 - 1.750000
	1.750001 - 2.000000
	2.000001 - 2.250000
	2.250001 - 2.500000
	2.500001 - 2.750000
	2.750001 - 3.000000
	3.000001 - 3.250000



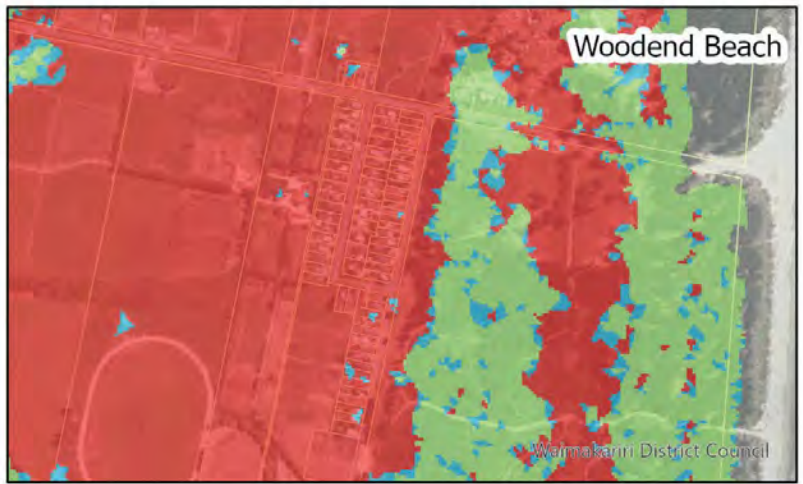
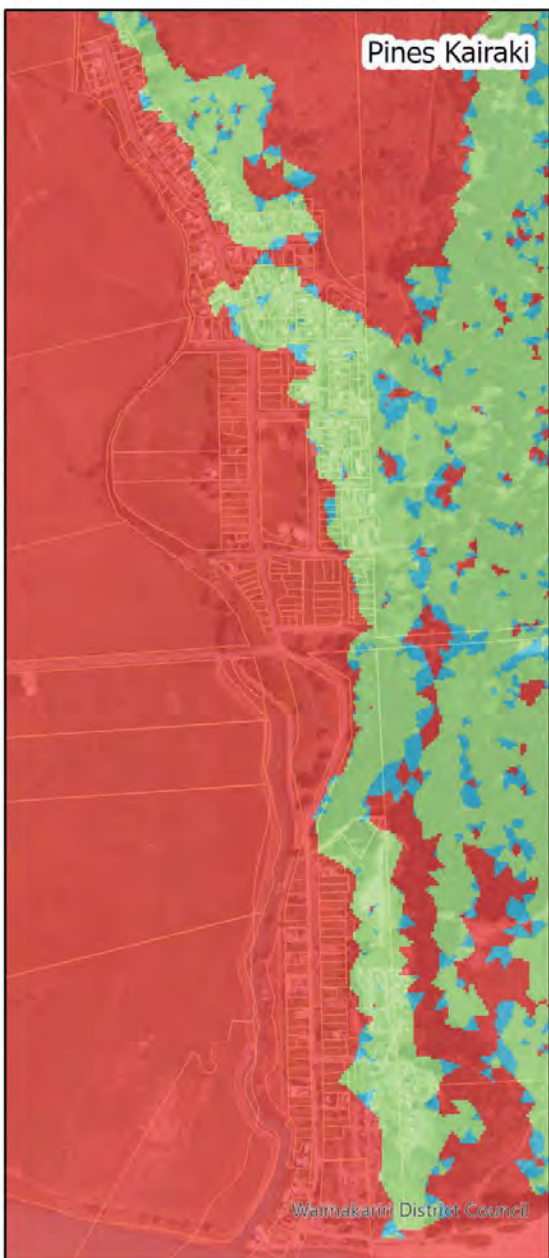
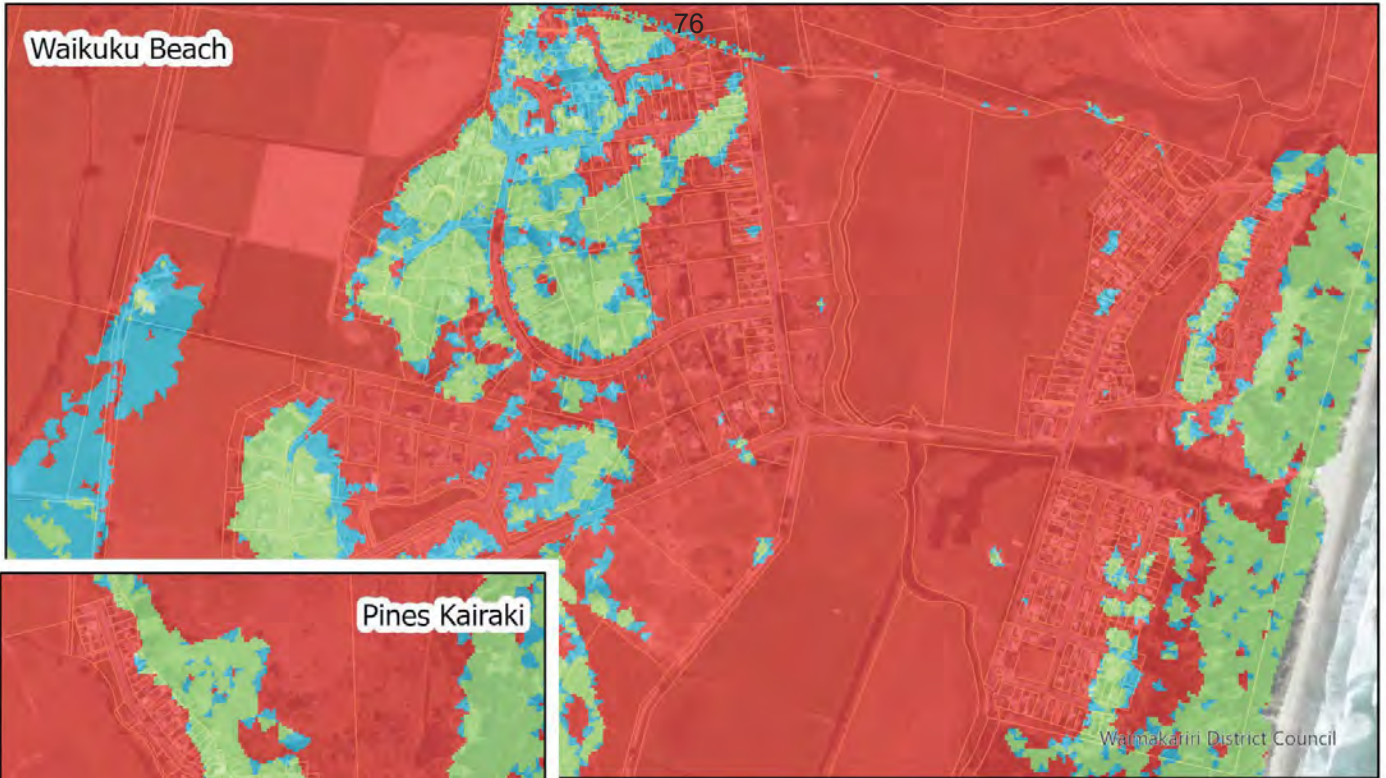


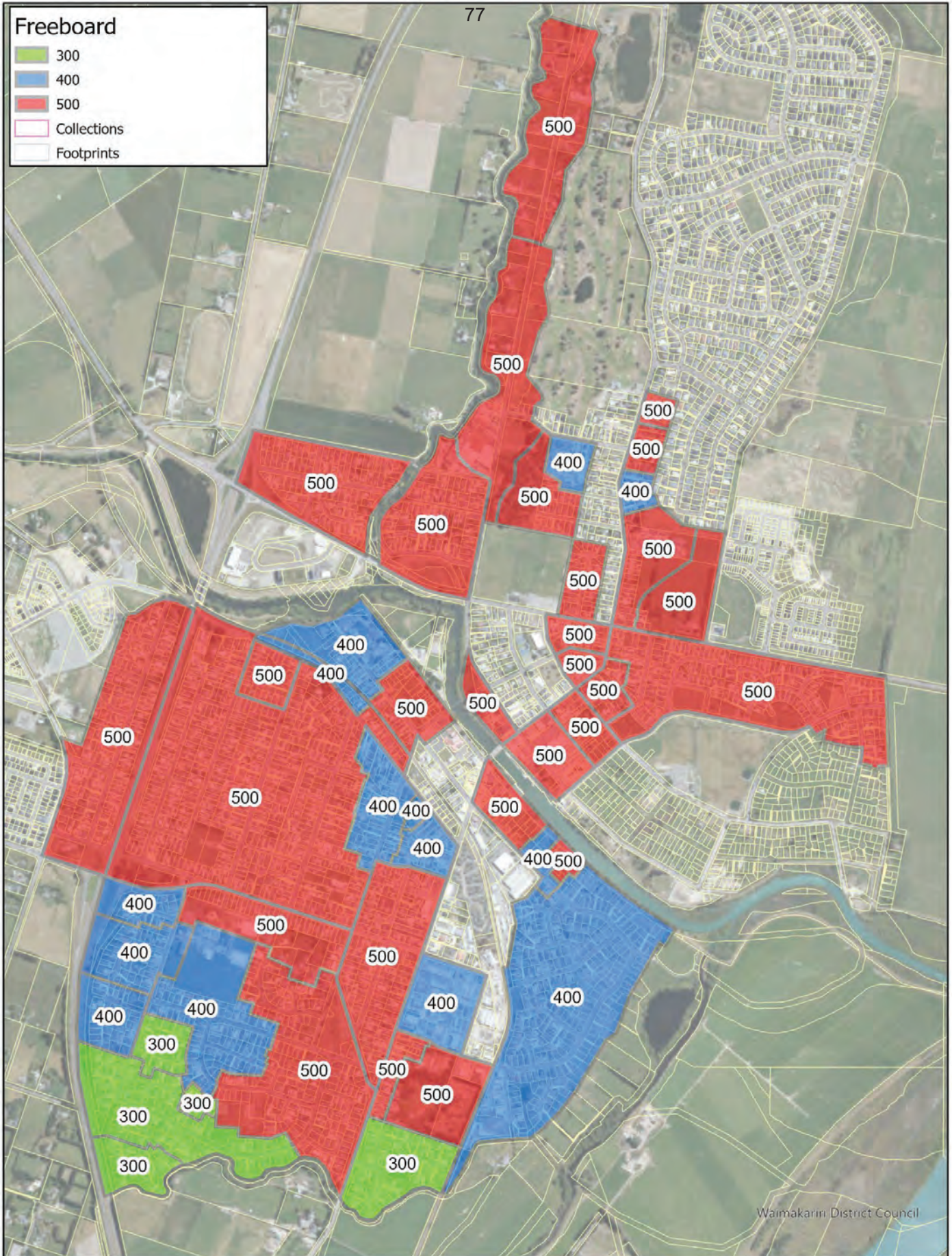
Kaiapoi  
100 Year Modelled Flood Hazard  
2020 WDC Flood Hazard Model

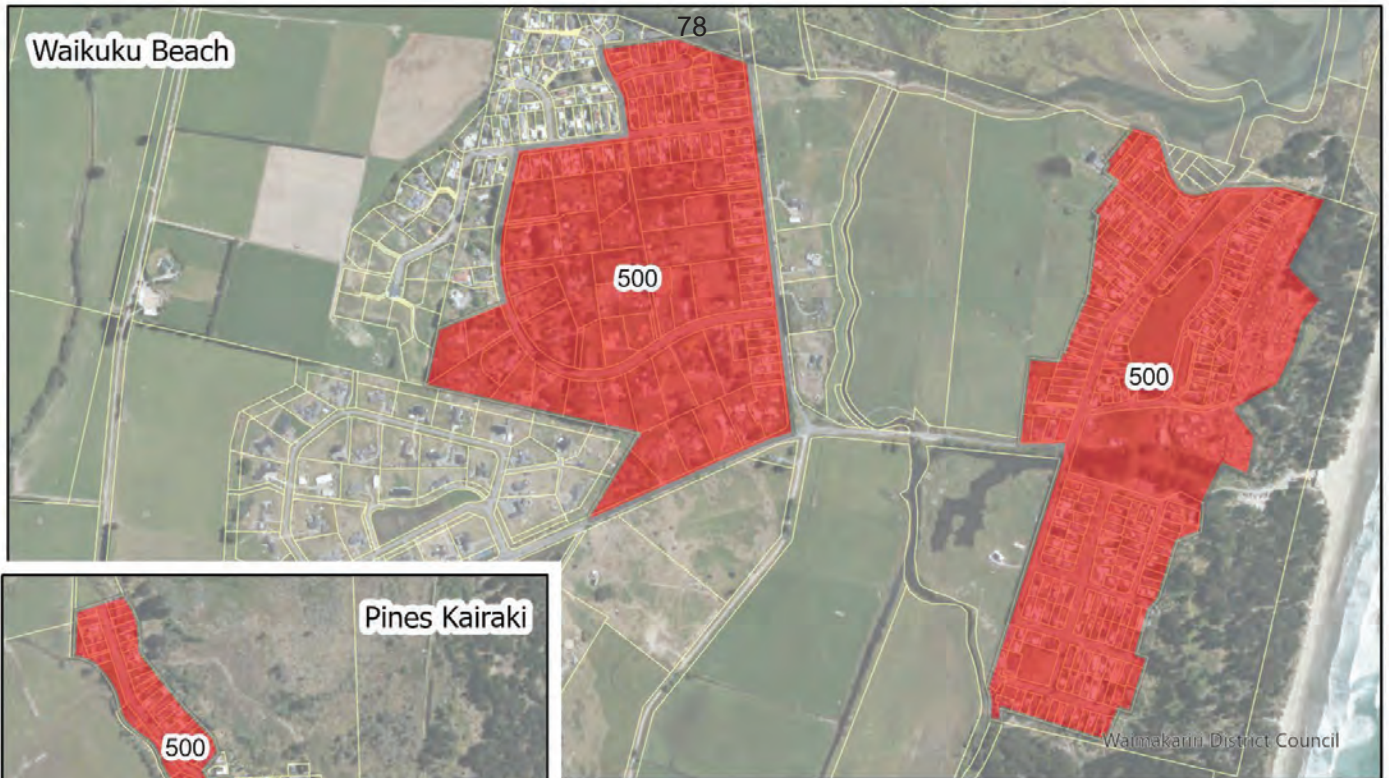
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DATE  
25/07/2022



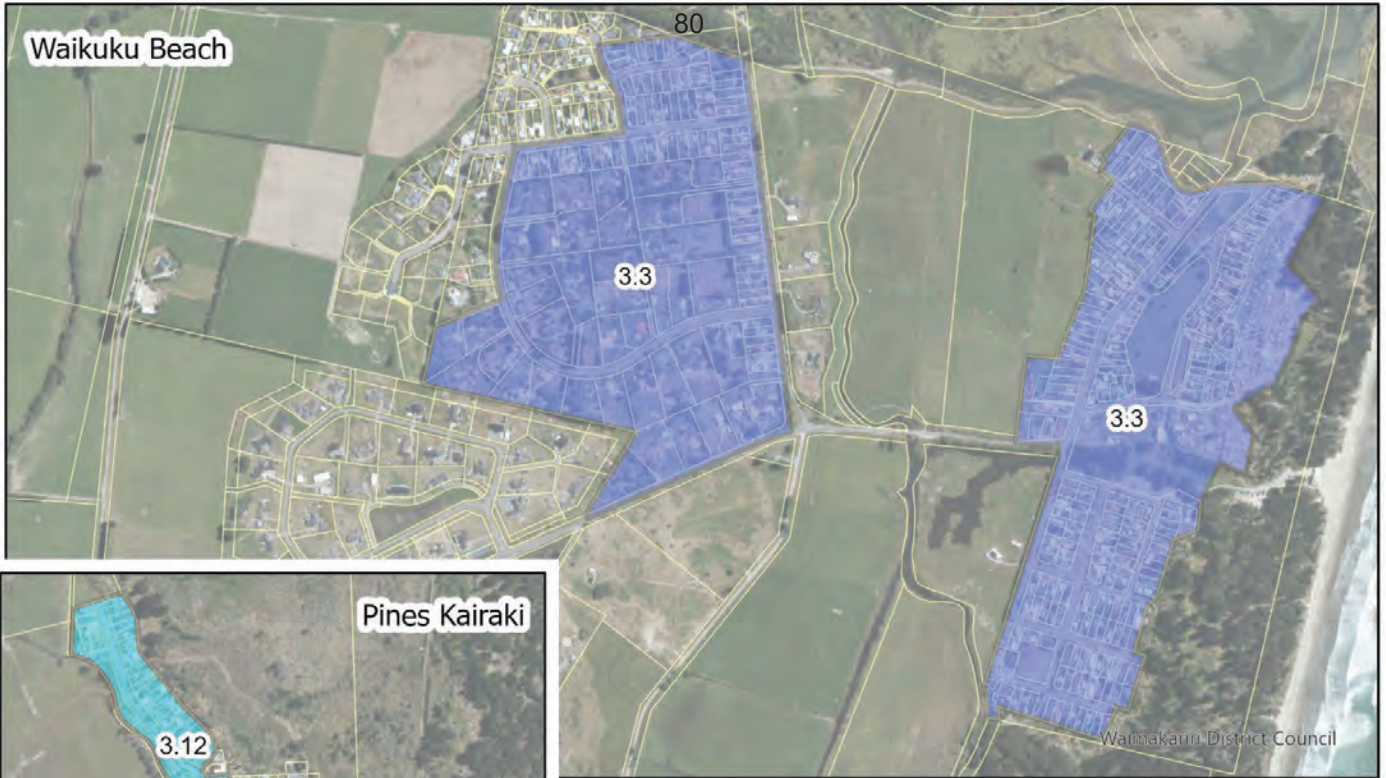










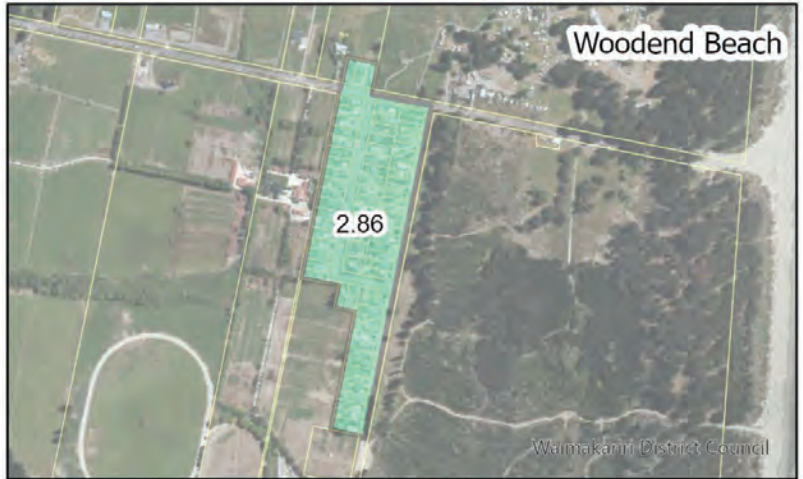
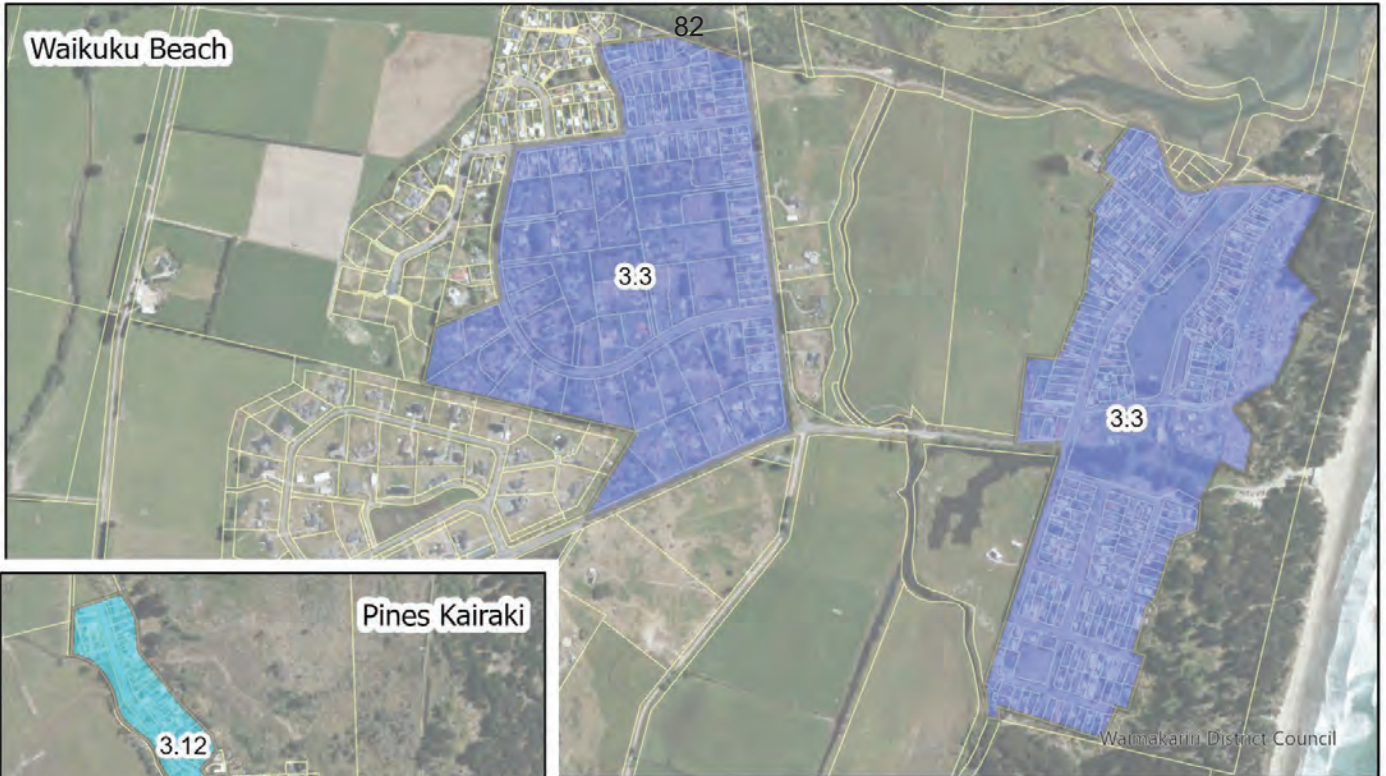


**100 Year FFL Requirement**  
NZVD









	1.750000 - 2.000000
	2.000001 - 2.250000
	2.250001 - 2.500000
	2.500001 - 2.750000
	2.750001 - 3.000000
	3.000001 - 3.250000
	3.250001 - 3.500000
	3.500001 - 3.750000



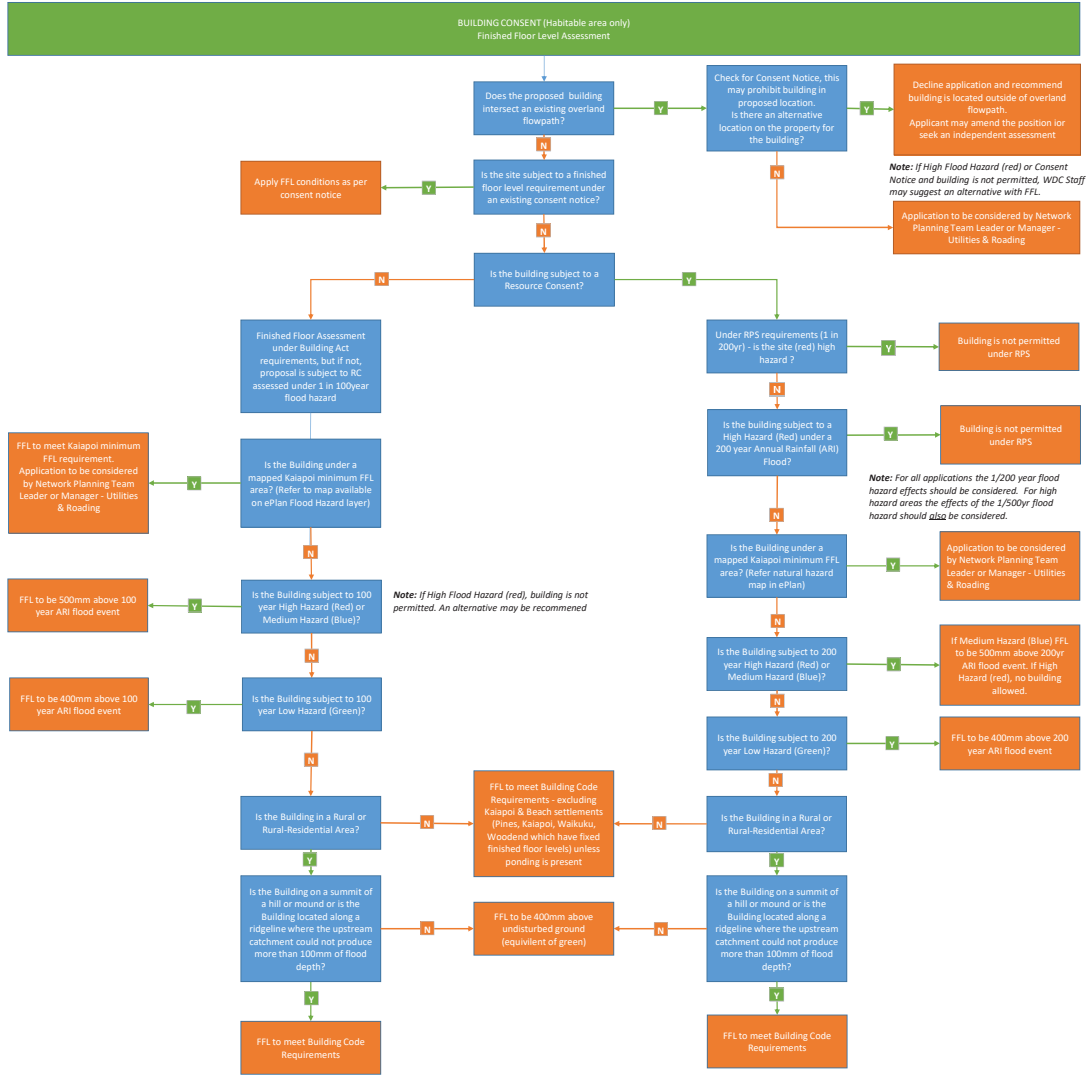




**Adopted Minimum FFL Requirement**  
**NZVD**

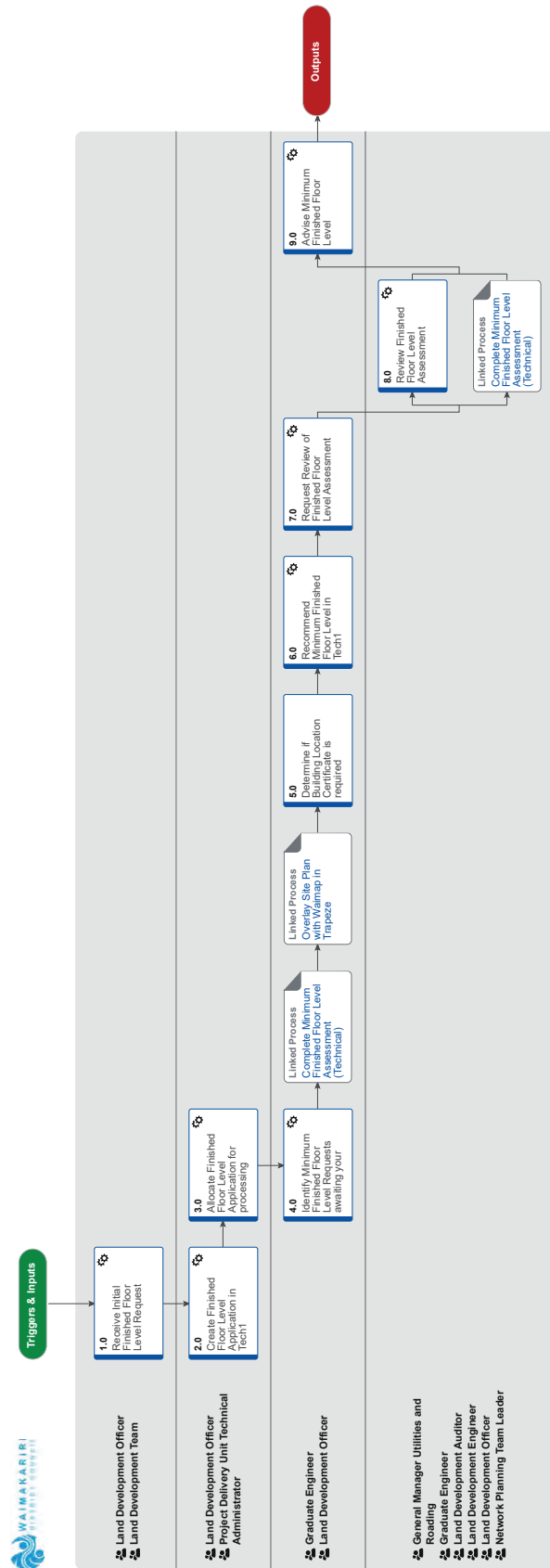
	1.960000 - 2.000000
	2.000001 - 2.250000
	2.250001 - 2.500000
	2.500001 - 2.750000
	2.750001 - 3.000000
	3.000001 - 3.250000
	3.250001 - 3.500000
	3.500001 - 3.750000







# Provide Minimum Finished Floor Level Advice [Awaiting Approval] v2.33



# Provide Minimum Finished Floor Level Advice

[Awaiting Approval] v2.33



## Summary

### Objective

Administer Finished Floor Level (FFL) advice via Tech1. This process will be used to issue Floor Level Certificates in the future, once the District Plan Review is complete and the required rules are given effect to. Until then, staff will administer this process in support of the Technical Practice Note which will be adopted by Council.

### Background

A finished floor level is required to set the physical floor level of a proposed building at a height that will mitigate risk of natural flood hazard to an acceptable standard.

**Owner** Kelly LaValley

**Expert** Libica Hurley

## Procedure

### 1.0 Receive Initial Finished Floor Level Request

Land Development Officer, Land Development Team

- a** Determine if a finished floor level assessment is required, either through an external enquiry or in association with a Building Consent or Resource Consent application.

**NOTE** **How is a Finished Floor Level Assessment triggered?**

Enquiry: An external party may request a finished floor level assessment. This should be sent to subdivapp@wmk.govt.nz for set up and response, or forwarded to this location if received by an individual staff member.

Building Consent: The 'PIMs received but not processed' Tech1 alert is checked on a daily basis. All 'dwellings' and 'alternations' should be set up in Tech1 and processed as an FL application. As this alert is checked daily, only the previous days applications should be required to be assessed at any time. This makes the job less onerous.

- b** Check the PIM alert in Tech1 called 'There are X PIM applications that have been formally received but not processed' on a daily basis. This pre-empts PIM requests for FFL assessments and speeds up the process. Because the list should be checked daily, staff only ever need to look at the previous days Building Consents formally received.

### 2.0 Create Finished Floor Level Application in Tech1

Land Development Officer, Project Delivery Unit Technical Administrator

- a** Open Tech1 Property and Rating and select the Application Creation Wizard.
- b** Step 1 - Enter the Module Code: Debtors, Primary Group: FLCert, Primary Category: FLPIM or FLEexternal. Click Next.
- c** Step 2 - Type a brief description of the enquiry using the following format: MINIMUM FINISHED FLOOR LEVEL FFL REQUEST ENQUIRY - [ADDRESS] (BUILDING CONSENT NUMBER).  
Example: MINIMUM FINISHED FLOOR LEVEL FFL REQUEST ENQUIRY - 123 ROSS ROAD, RANGIORA (BC123456). Click Next.

- d** Step 3 - Search for the related property address in the Tech1 fields provided. Click Retrieve. Within the search results, select the relevant property to highlight it. Click Next.

**NOTE** **What if the Lot doesn't exist yet because it is part of a proposed subdivision that doesn't have 224c yet?**

Set up the FL number against the underlying parent lot for the proposed subdivision.

- e** Step 4 - Skip this step. Click Next.
- f** Step 5 - Skip this step. Click Next.
- g** Step 6 - Review the information entered. If correct, Click 'Save and Maintain'.

**NOTE** **What if there is an error in the details entered?**

Using the 'Steps to Complete' Links on the left, visit previous steps again and edit as required. Click 'Next' to navigate through the remaining steps again before returning to the Application Summary (Step 6).

- h** Associate application using the relationship 'DebRelApp'.

**NOTE** **How do you link a related application using DebRelApp?**

1. Open Application Process Enquiry Screen for the FL Application you just created
2. Expand 'Associations' under Related Data (bottom left)
3. Right click 'Related Application'
4. Click 'Add a new association'
5. Add the BC number to the 'Application ID TO' field
6. Click save
7. Click close

- i** Add FL Number and associated details to the tracking spreadsheet in TRIM (Record No. 210118005532)

PDU LD Finished Floor Level Tracking Spreadsheet

### 3.0 Allocate Finished Floor Level Application for processing

Land Development Officer, Project Delivery Unit Technical Administrator

- a** On the Application Process Enquiry page, enter the User ID of the staff (usually the Land Development Officer) who will process the enquiry in the first instance. Click the magnifying glass and type their name to search, click to select.
- b** Click Save.
- c** Open Events List.
- d** Click 'New Event' to highlight.
- e** Enter the following event code using the Event Code boxes; Event Process: MFLProc, Event Group: MFLEvents, Event Code: MFLRecvApp. Click Save.
- f** Against the new event added, enter your User ID and complete the event with decision 'Yes' to formally receive the application. This will start the clock counting the days taken to process the enquiry.

**NOTE Will this step be required when the District Plan Rule is adopted and the FL Process commences charging?**

This task skips some pre-set events in Tech1 that allow for a Debtor to be set up and an invoice raised. These tasks are not required under current processes so are skipped, however in future they will be required. At such time this pro-mapp will be updated.

- g** Against event 'Allocate for initial assessment', enter your User ID and complete the event using the decision drop down. Enter the individual responsible for processing the enquiry in the first instance. It will later be reallocated for review. This name should match the 'User ID' entered previously and is often the Land Development Officer.
- h** Add the FLXXXXX Number generated by Tech1 to the start of the TRIM metadata for future reference. This links the record in TRIM with the Tech1 application.

#### 4.0 Identify Minimum Finished Floor Level Requests awaiting your Assessment

Graduate Engineer, Land Development Officer


- a** Open Tech1 Property & Rating and select Application Process Enquiry.
- b** Search for the relevant Application Number. Alternatively, navigate to the request via hyperlinks in your alerts/reporting/search as described in the following note.


**NOTE How do I search which Floor Level Enquiries require my attention? (User ID entered)**

- a. Open Tech1
- b. Open Application Process Enquiry module
- c. Click Clear
- d. Primary Group: FLCert
- g. Click 'Add criteria' again to add a new field. Using the drop-down select 'Status'. The middle drop-down should read '=', and the last drop down 'Current'.
- h. Click Retrieve. The results shown are the active FL Cert applications allocated to your User ID for processing
- i. Add as a 'Saved Search' so that the same search criteria are available automatically in the future

The results shown are the active FLCert Enquiries allocated to your User ID for processing.

- c** Click Save.

 **PROCESS Complete Minimum Finished Floor Level Assessment (Technical)**  
Graduate Engineer, Land Development Officer


 **PROCESS Overlay Site Plan with Waimap in Trapeze**  
Graduate Engineer, Land Development Officer

#### 5.0 Determine if Building Location Certificate is required

Graduate Engineer, Land Development Officer

- a** Use the Building Location Certificate Factsheet to determine whether a BLC is required. A BLC is not required if the level is 'above undisturbed ground'.

86

 Factsheet - Building Location Certificate  
[https://www.waimakariri.govt.nz/\\_\\_data/assets/pdf\\_file](https://www.waimakariri.govt.nz/__data/assets/pdf_file)

#### 6.0 Recommend Minimum Finished Floor Level in Tech1

Graduate Engineer, Land Development Officer


- a** Check for any floor level advice already given for the property concerned.


**NOTE Is the Surveyor's name required at this stage?**

The Surveyor's name is not necessary at this stage. However, in the instance where a Building Location Certificate (BLC) is NOT required, as per the BLC Fact Sheet, the Site and Level Plan for the Building Consent must be clearly identified as being provided by a Registered Professional Surveyor or Licensed Cadastral Surveyor.

**NOTE How do I check if a surveyor is registered or licensed?**

Conduct a search via one of the website links below.

 Cadastral Surveyors Licensing Board  
<https://www.cslb.org.nz/search.html>

 Survey and Spatial New Zealand  
<https://www.surveyspatialnz.org/DataFilter?DataFilter>

- b** Navigate back to Tech1 and complete events. The next empty event to complete should be 'Further information required?', complete with decision 'No' to indicate that no further information is required.

**NOTE What if further information is required to calculate the minimum finished floor level?**

Select 'Yes' and email/phone the relevant person requesting the information required. TRIM any correspondence in the Regulatory -08 sub-folder against the Property File or in the Consent Details .01 sub-folder if associated to a Building Consent.

- c** Navigate to the Application Process Enquiry Screen (either straight away or if required after further information has been received), and enter the recommended minimum finished floor level and associated reference in the Custom Fields.
- d** Click Save.

#### 7.0 Request Review of Finished Floor Level Assessment

Graduate Engineer, Land Development Officer

- a** Open the Events List.
- b** Complete event, 'Request review of recommendation'. Decision option selected should be the person whom you are requesting senior approval/peer review from. They will verify the floor level you have recommended is correct.

**NOTE Where do Silverstream West Floor Level Assessments go for review?**

These can only be approved by the Project Delivery Manager

**NOTE Who can I select for senior approval/peer review?**

Any engineer with floor level assessment experience. If the assessment is complicated or requires senior advice it should go to the Network Planning Team Leader in the first instance, then possibly Manager - Utilities & Roading if Management decision is required.

- c** Click Save. Click Close. Return to the Application Process Enquiry page. Enter the User ID of the Reviewer selected to allocate the enquiry to them for approval. Click Save.


**NOTE When don't I need to obtain senior approval/peer review?**

If the floor level is consent noticed or tabled against the RC only one PDU check is required to ensure that the number extracted from the table correlates to the Lot number concerned. Therefore if a Building Unit Officer has identified the finished floor level and PDU have checked it, no second review is required under these circumstances.

However if the Building Unit haven't indicated what they think the required FFL will be, a PDU initial assessment is required, and a review. This applies even if the FL is consent noticed.

All Silverstream Floor Levels (West of Island Road) need to go to the Project Delivery Manager for review.

- d** Create email to send to reviewer with finished floor level recommendation, attach any relevant information if required. Standard text available in TRIM via following link.

 PDU Standard Words - Finished Floor Level Review Requests

**NOTE What should my metadata / email title be?**

RCxxxxxx BCxxxxxx FLxxxxxx - 123 BEST STREET RANGIORA (LOT x DPxxxxxx) FINISHED FLOOR LEVEL REQUEST - FFL REVIEW

- e** Update tracking spreadsheet in TRIM (Record No. 210118005532)

 PDU LD Finished Floor Level Tracking Spreadsheet

87

**NOTE What if the recommended finished floor level is incorrect?**

Leave the Custom Field as is and return the enquiry to the Land Development Officer for a re-check via the Tech1 Events.

- e** Enter your User ID against event 'Confirm recommended FL is correct' and select the relevant event decision using the drop down options.

**NOTE What if I reject the recommendation?**

After selecting decision 'No' against event, Confirm recommended FL is correct. Click Close to return to the Application Process Enquiry page, and enter the Land Development Officers user ID to replace yours. Click Save. When the Land Development Officer (or staff who conducted the initial assessment) check their 'Saved Search' they will see it has been returned for reassessment. It may be appropriate to send a follow up email with justification as to why the recommended FL was rejected.

- f** Change the User ID on the Application Process Enquiry Screen to the Land Development Officer (or other initiator), this should be done if the recommended floor level is correct or incorrect. If correct, the Officer will provide an answer to the Customer (both external or internal). If incorrect the figures will be reassessed and resent for re-review.

**NOTE Who can give final approval?**

Depending on the complexity of the assessment, simpler assessments can be initially completed by the Land Development Officer and reviewed by a Graduate Engineer (or vice versa), more complicated assessments need to be reviewed by a Land Development Engineer or Auditor, Network Planning Team Leader and in some cases the Manager - Utilities & Roading.

- g** TRIM a copy of the plans so that the Building Consent processor can easily identify the FL has been assessed.

**NOTE How do I save a copy of the BC plans via Trapeze?**

Open Building Consent plans in Trapeze (directly from TRIM using the link).

Select site plan thumbnail

Select Stamp icon, using the dropdown select the appropriate 'Development Team' stamp (two to choose from) - either RFI required or not.

An RFI would be required when the FL can't be verified (e.g. where no reference has been provided)

- h** Update the Building Unit's Costing and Referral Sheet to request that the FLCert charge is applied. Add note to Field #11, being 'Please add charge code for FFL assessment - BCFLCert'.

**8.0 Review Finished Floor Level Assessment**

General Manager Utilities and Roading, Graduate Engineer, Land Development Auditor, Land Development Engineer, Land Development Officer, Network Planning Team Leader

- a** Open the email from the Development Officer (or first reviewer) and review contents.
- b** Review the Technical Process for assessing a finished floor level in order to assist your review of the assessment if required, to ensure the initial assessment is correct. Process is linked below to be completed in parallel with this Activity.
- c** Open Tech1 Property and Rating, navigate to the Application Process Enquiry tab and search the correct FL Application Number.
- d** Check the minimum finished floor level entered in the Custom Field on the Application Process Enquiry screen is correct. Also check the Reference (e.g. NZVD) entered is correct.

**PROCESS****Complete Minimum Finished Floor Level Assessment (Technical)**

General Manager Utilities and Roading, Graduate Engineer, Land Development Auditor, Land Development Engineer, Land Development Officer, Network Planning Team Leader

**9.0 Advise Minimum Finished Floor Level Graduate Engineer, Land Development Officer**

- a** Write an email to the Customer or Building Unit (depending on if the request was internal or external) outlining the required finished floor level.

**NOTE** What if the Customer indicates intent to build below the advised minimum finished floor level? <sup>88</sup>

If the Customer indicates an intent to build to a lower level than advised they should be made aware that they will need to engage an engineer to justify why the floor level should be lower than that stated in the consent notice or as advised by Council staff.

If the Finished Floor Level is Consent Noticed the Customer will not only have to engage an engineer but they will also require Resource Consent to amend or remove the Consent Notice, granting of the consent is not automatic and will need to be assessed by Council Engineers.

- b** TRIM the response to the Customer under the Property File, 'Regulatory' (-08) or BC Consent Details .01 (whichever is relevant) sub-folder using the following metadata: MINIMUM FINISHED FLOOR LEVEL FFL REQUEST ENQUIRY - [ADDRESS] - [DATE RECEIVED]. Example: FL123456 MINIMUM FINISHED FLOOR LEVEL FFL REQUEST ENQUIRY - 123 ROSS ROAD, RANGIORA

If a BC or RC is associated state this at the front of the Metadata.  
Example: BC123456 RC654321 FL123456 MINIMUM FINISHED FLOOR LEVEL FFL REQUEST ENQUIRY - 123 ROSS ROAD, RANGIORA

- c** Complete Tech1 events against the corresponding FL Number.

- d** Mark the FL as complete in the Finished Floor Level Spreadsheet.

 PDU LD Finished Floor Level Tracking Spreadsheet

Auditor, Land Development Engineer, Land Development Officer, Network Planning Team Leader

Overlay Site Plan with Waimap in Trapeze Process

Graduate Engineer, Land Development Officer

**PROCESS LINKS TO THIS PROCESS**

None Noted

**RACI**

**RESPONSIBLE**

Roles that perform process activities

General Manager Utilities and Rooding, Graduate Engineer, Land Development Auditor, Land Development Engineer, Land Development Officer, Land Development Team, Network Planning Team Leader, Project Delivery Unit Technical Administrator

Systems that perform process activities

None Noted

**ACCOUNTABLE**

For ensuring that process is effective and improving

**Process Owner** Kelly LaValley

**Process Expert** Libica Hurley

**CONSULTED**

Those whose opinions are sought

**STAKEHOLDERS**

None Noted

**STAKEHOLDERS FROM LINKED PROCESSES**

Process	Owner	Expert	Process Group
Complete Minimum Finished Floor Level Assessment (Technical)	Kelly LaValley	Libica Hurley	Project Delivery Unit
Overlay Site Plan with Waimap in Trapeze	Kelly LaValley	Libica Hurley	Land Development

**Triggers & Inputs**

**TRIGGERS**

None Noted

**INPUTS**

None Noted

**Outputs & Targets**

**OUTPUTS**

None Noted

**PERFORMANCE TARGETS**

None Noted

**Process Dependencies**

**PROCESS LINKS FROM THIS PROCESS**

Process Name	Type of Link	Assigned Role
Complete Minimum Finished Floor Level Assessment (Technical)	Process	General Manager Utilities and Rooding, Graduate Engineer, Land Development

**INFORMED**

Those notified of changes

All of the above, as well as; Glenn Busch[System Stakeholder], Trish Keen[System Stakeholder], Application and Database Analyst[System Stakeholder], Technical Business Analyst [System Stakeholder], Business and Technology Solutions Team[System Stakeholder], Business and Technology Solutions Team Leader[System Stakeholder], Information Management Assistant[System Stakeholder], Information Management Team[System Stakeholder], Information

Management Team Leader[System Stakeholder], Information Management Technical Administrator[System Stakeholder].  
These parties are informed via dashboard notifications. 89

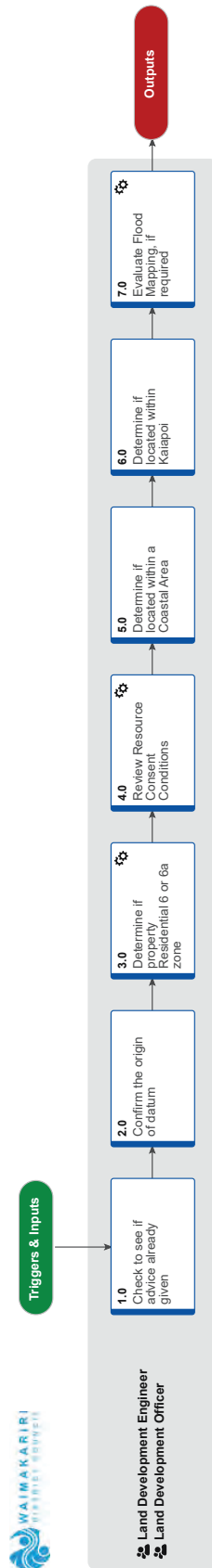
**Systems**

Outlook  
TechnologyOne  
Trapeze  
TRIM

**Lean**

None Noted

# Complete Minimum Finished Floor Level Assessment (Technical) [Awaiting Approval] v1.21



# Complete Minimum Finished Floor Level Assessment (Technical) [Awaiting Approval] v1.21

## Summary

### Objective

To assess a proposal against the process set out in the Finished Floor Level Practice Note using Council records and flood hazard mapping, to identify if the site is suitable for construction of a dwelling, if the proposed location is suitable and what the finished floor level height and associated freeboard should be.

### Background

This technical process supports the Council's Technical Practice Note (Record No. 200106000520); both should be followed when assessing finished floor levels in conjunction with the individuals professional judgement and industry experience.

**Owner** Kelly LaValley

**Expert** Libica Hurley

## Procedure

### 1.0 Check to see if advice already given

Land Development Engineer, Land Development Officer

- a** Undertake an 'Any word' search of the property address to see if any prior finished floor level advice has been given

**NOTE** What if previous advice has already been provided and the proposal is the same?

The original advice can be reviewed using the following process to ensure it is still correct. If so, it can be supplied again. Advice supplied should always be consistent with previous advice.

### 2.0 Confirm the origin of datum

Land Development Engineer, Land Development Officer

- a** Confirm the origin of the datum used is referenced on the Site Plan.

**NOTE** What do I do if the datum is not reference on the site plan?

If the FL is for a Building Consent that is already lodged, in your response back to the Building Unit you need to identify to the Processor that the Customer has not provided a datum. You can still assess the floor level without this information, however a Building Location Certificate may be required if the Applicant doesn't provide the information.

### 3.0 Determine if property Residential 6 or 6a zone

Land Development Engineer, Land Development Officer

- a** Determine if the property is within Residential 6 or 6a zones using the District Plan layer in Waimap. If so, apply Waimakariri District Council District Plan Rule 27.1.1.10 (only applies to Pegasus & Ravenswood).

**NOTE** What is Rule 27.1.1.10?

27.1.1.10  
Within the Residential 6 and Residential 6A Zones, the finished floor level of all habitable rooms shall be not less than 3.85m above mean sea level.



Operative Waimakariri District Plan ePlan  
<https://waimakariri.isoplan.co.nz/eplan/#Rules/0/35/1/>

- b** Skip the following steps of this technical process if the minimum finished floor level is now known.

### 4.0 Review Resource Consent Conditions

Land Development Engineer, Land Development Officer

**NOTE** Is the lot proposed for development part of a recent subdivision? (post-2015)

If so, it may have a consent condition or consent notice stating the required finished floor level. The minimum required FFL information can be found in the resource consent decision and/or s224c.

- a** Check to see if the finished floor level is covered by a Resource Consent Condition or Consent Notice. Check the Resource Consent conditions in the most recent decision (including any variations, if any) and any issued Consent Notices relating to Finished Floor Level and Flood Hazard requirements.

**NOTE** Where do I find the Consent Conditions and Consent Notices/224c documents?

To locate the consent conditions, find the issued decision letter in TRIM. This can be found using an 'Any word' search for the RC number and 'Decision'.

To locate the issued 224c Certificate, enter the resource consent number in TRIM and '224\*' using an 'Any word' search. The Consent Notices should be attached to the 224c letter. Alternatively navigate to the resource consent sub-folder -07 '223 & 224 Certificates'.

- b** Apply the finished floor level consent noticed, if available (otherwise the decision consent conditions are suitable). Consent notices are registered to the lot and are not able to be changed unless a resource consent is applied for to amend the consent notice.

**NOTE** What if the Resource Consent DOES include floor level requirements?

Apply as specified. Further steps in this technical process aren't required.

- c** Advise that the Building Code should be applied to set the Finished Floor Level in the absence of a Resource Consent Condition setting the level, if in a urban/residential subdivision (e.g. RC155328 - Woodlands Estate) that isn't within Kaiapoi, a Res 6 or 6a zone or Coastal Area and isn't subject to a consent condition or consent notice.

### 5.0 Determine if located within a Coastal Area

Land Development Engineer, Land Development Officer

- a** Apply set floor level if proposal is located within a Coastal Flood Hazard Area.


**NOTE** Which Coastal areas are subject to set floor levels?

Waikuku Beach - 3.65m  
Woodend Beach - 3.21m  
Pines/Kairaki - 3.47m

- b** Skip the following steps of this technical process if the minimum floor level is now known.



**6.0 Determine if located within Kaiapoi**  
 Land Development Engineer, Land Development Officer

- a** Using the Proposed ePlan 'Kaiapoi Fixed Minimum Finished Floor Level' apply the set floor level depending on the area of Kaiapoi that the proposal is located within.
- b** Ensure the 'Kaiapoi Fixed Minimum Finished Floor Level' layer is selected. Click the property proposed for development. Down the left-hand side of the screen results will appear including a Fixed Level (e.g. 2.45m at 5 Princess Place).
- c** Apply level as stated in plan.
  -  Proposed Waimakariri District Plan - ePlan <https://waimakariri.isoplan.co.nz/draft/#/Property/0>
- d** Skip the following step of this technical process if the minimum floor level is now known.

**7.0 Evaluate Flood Mapping, if required**  
 Land Development Engineer, Land Development Officer


**NOTE** When should Flood Hazard Mapping be used to determine the freeboard and finished floor level required?

When a consent notice or floor level requirement is not part of a Resource Consent. Often this is Rural development, either a subdivision or a rural lot proposing to build a dwelling, alteration or granny flat/secondary dwelling. Because the site is likely not the same level across its entirety, it is important to assess the exact proposed location to ensure the freeboard is correct.

Building in Red flood hazard areas should be avoided. If the red area is proposed PDU staff should advise the applicant that they need to relocate the building to part of the site not subject to a high flood hazard. If building in a red area is pursued by the Applicant despite PDU staff advice this is referred to the Manager - Utilities & Roading.

- a** Determine the proposed dwelling location in Waimap.
  - NOTE** How can I determine the exact location based off plans provided?


Use Trapeze to overlay Waimap, see process below.

 **PROCESS** Overlay Site Plan with Waimap in Trapeze


- b** Turn on the 'All Flooding Hazard 200 year' layer in Waimap (linked below) if part of a Resource Consent or if not part of a subdivision consent assess using the '100 year' layer.

**NOTE** What do the 'All Flooding Hazard' layers include in Waimap?

Coastal, Ashley Breakout, Localised Flooding

 Waimap Flood Hazards <https://maps.waimakariri.govt.nz/waimap/floodhazard>

- c** Evaluate the flood hazard present in the proposed area of development in conjunction with the Flood and Floor Level Technical Practice Note. Flood hazard is indicated by either clear, green, blue or red in Waimap. These hazards all have correlating levels of risk identified in the technical practice note, which is reflected by the freeboard above ground level required.

 PDU NP DRAFT Flood and Floor Level Technical Practice Note

92

**NOTE** Which FFL should be advised?

The more conservative should be advised to the customer if the property is subject to both localised and breakout flooding.

**Triggers & Inputs**

**TRIGGERS**

None Noted

**INPUTS**

None Noted

**Outputs & Targets**

**OUTPUTS**

None Noted

**PERFORMANCE TARGETS**

None Noted

**Process Dependencies**

**PROCESS LINKS FROM THIS PROCESS**

Process Name	Type of Link	Assigned Role
Overlay Site Plan with Waimap in Trapeze	Note	Land Development Engineer, Land Development Officer

**PROCESS LINKS TO THIS PROCESS**

None Noted

**RACI**

**RESPONSIBLE**

Roles that perform process activities

Land Development Engineer, Land Development Officer

Systems that perform process activities

None Noted

**ACCOUNTABLE**

For ensuring that process is effective and improving

**Process Owner** Kelly LaValley

**Process Expert** Libica Hurley

**CONSULTED**

Those whose opinions are sought

**STAKEHOLDERS**

None Noted

**STAKEHOLDERS FROM LINKED PROCESSES**

Process	Owner	Expert	Process
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			<b>Group</b>	<b>93</b>
Overlay Site Plan with Waimap in Trapeze	Kelly LaValley	Libica Hurley	Land Development	

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### INFORMED

Those notified of changes

All of the above, as well as; Trish Keen[System Stakeholder], Sheryl Cowan[System Stakeholder], Information Management Assistant[System Stakeholder], Information Management Team [System Stakeholder], Information Management Team Leader [System Stakeholder], Information Management Technical Administrator[System Stakeholder], GIS Team[System Stakeholder]. These parties are informed via dashboard notifications.

### Systems

Trapeze

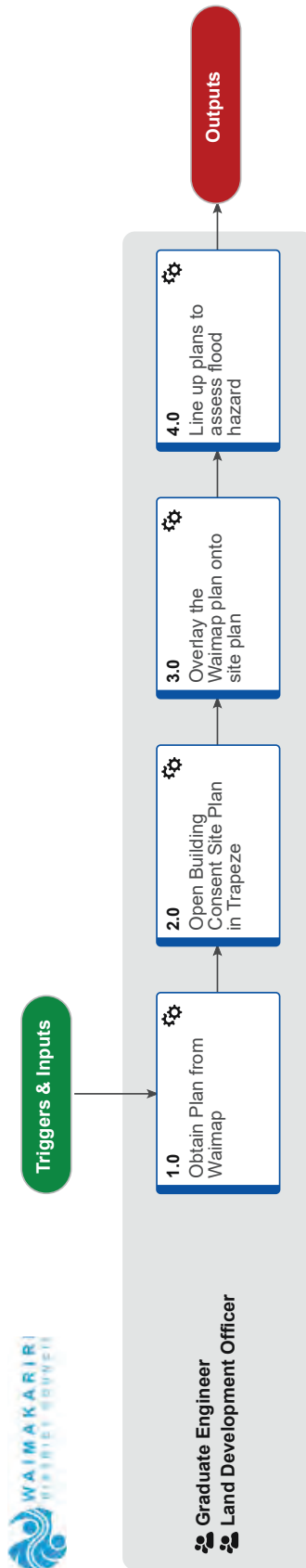
TRIM

WAIMAP

### Lean

None Noted

# Overlay Site Plan with Waimap in Trapeze [ Awaiting Approval ] v0.8



# Overlay Site Plan with Waimap in Trapeze

[Awaiting Approval] v0.8



## Summary

### Objective

This process allows you to determine the location of a proposed dwelling site in relation to flood hazard by overlaying the proposed plan on the actual aerial of the site.

**Owner** Kelly LaValley

**Expert** Libica Hurley

## Procedure

### 1.0 Obtain Plan from Waimap

Graduate Engineer, Land Development Officer

**a** Open Waimap and search the relevant address

**b** Load the appropriate flood hazard layer (based on the finished floor level process)

#### NOTE Which layer do I use?

If assessing in conjunction with a Resource Consent the 'All Flooding Hazard 200 year' layer can be used.

If assessing in conjunction with a Building Consent, not associated to a Resource Consent the 'All Flooding Hazard 100 year' layer should be used.

These can both be found in the Utilities & Property module in Waimap, in or any other module by searching within the 'Add Data' tool.

**c** Create a print of the relevant Property and save to your desktop

### 2.0 Open Building Consent Site Plan in Trapeze

Graduate Engineer, Land Development Officer

**a** Locate the site plan in TRIM within the Building Consent .02 sub-folder

**b** Open the site plan in trapeze using the TRIM link (called Trapeze 10)

### 3.0 Overlay the Waimap plan onto site plan

Graduate Engineer, Land Development Officer

**a** Drag the downloaded Waimap site plan into the thumbnail section of Trapeze

**b** Click the 'light table tool' in Trapeze (right hand side - overhead projector icon)

**c** Click to view the Building Consent Site Plan

**d** Drag the downloaded Waimap plan on top of the Building Consent site plan, from its thumbnail

### 4.0 Line up plans to assess flood hazard

Graduate Engineer, Land Development Officer

**a** Manoeuvre the Waimap plan to match/fit the Building Consent site plan (e.g. line the boundaries up)

## Triggers & Inputs

### TRIGGERS

None Noted

### INPUTS

None Noted

## Outputs & Targets

### OUTPUTS

None Noted

### PERFORMANCE TARGETS

None Noted

## Process Dependencies

### PROCESS LINKS FROM THIS PROCESS

None Noted

### PROCESS LINKS TO THIS PROCESS

None Noted

## RACI

### RESPONSIBLE

Roles that perform process activities

Graduate Engineer, Land Development Officer

Systems that perform process activities

None Noted

### ACCOUNTABLE

For ensuring that process is effective and improving

**Process Owner** Kelly LaValley

**Process Expert** Libica Hurley

### CONSULTED

Those whose opinions are sought

### STAKEHOLDERS

None Noted

### STAKEHOLDERS FROM LINKED PROCESSES

None Noted

### INFORMED

Those notified of changes

All of the above. These parties are informed via dashboard notifications.

## Systems

Trapeze

TRIM

WAIMAP

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR INFORMATION****FILE NO and TRIM NO:** EXC-57 / 230322040056**REPORT TO:** COUNCIL**DATE OF MEETING:** 4 April 2023**AUTHOR(S):** Jeff Millward – Acting Chief Executive**SUBJECT:** Health, Safety and Wellbeing Report – March 2023**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)\_\_\_\_\_  
Department Manager  
\_\_\_\_\_  
Acting Chief Executive**1. SUMMARY**

- 1.1. This report provides an update to the Council on Health, Safety and Wellbeing matters between mid-February 2023 and mid-March 2023. The dashboard reporting in the appendices cover trends between mid-February 2023 and mid-March 2023.
- 1.2. There were eight incidents which occurred from mid-February 2023 and mid-March 2023 which resulted in no lost time to the organisation. Ongoing lost time from historic incidents is reported in Appendix A.
- 1.3. The first facility based First Aid training was conducted at WDC this month.
- 1.4. Annual Health Checks are scheduled for Wednesday 17 May and Thursday 18 May.
- 1.5. Wellbeing initiatives and wellbeing training for staff and the Leadership Team being considered.
- 1.6. Body worn cameras for front line staff have been provided.
- 1.7. Adverse Interaction with a member of the public continuing, with increased security.

**Attachments:**

- i. Appendix A: Incidents, Accidents, Near-misses reporting
- ii. Appendix B: Contractor Health and Safety Capability Pre-qualification Assessment (drawn from the Site Wise database)
- iii. Appendix C: Health, Safety and Wellbeing Dashboard Reports
- iiii. Appendix D: Body Worn Cameras

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

- (a) **Receives** Report No 230322040056
- (b) **Notes** that there were no notifiable incidents this month. The organisation is, so far as is reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) as required by the Health and Safety at work Act 2015.

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

### 3. **BACKGROUND**

- 3.1. The Health and Safety at Work Act 2015 requires that Officers must exercise due diligence to make sure that the organisation complies with its health and safety duties.
- 3.2. An officer under the Health and Safety at Work Act 2015 is a person who occupies a specified position or who occupies a position that allows them to exercise a significant influence over the management of the business or undertaking. Councillors and the Chief Executive are considered to be the Officers of the Waimakariri District Council.

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

#### 4.1. Incidents and accidents

- 4.1.1. Mid-February 2023 to mid-March 2023 has shown further Adverse Interactions and Property/Vehicle damage. Investigations are underway to ensure hazards and competencies are compliant and current.

#### 4.2. Training

- 4.2.1. Facility based First Aid training has commenced, seeing the first of our staff to go through the training supplied by FACTCO. This has proven to be a success so far, with further sessions planed in the next 2 months.

#### 4.3. Annual Health Checks

- 4.3.1. Staff Annual Health Checks have been booked for Wednesday 17 May - Kaiapoi and Thursday 18 May - Rangiora Service Centre. Staff numbers to be confirmed. Durham Health will be conducting, blood sugar, blood pressure, eyesight, and the flu vaccine. There will be booking links provided 4 weeks prior to the Annual Health checks.

#### 4.4. Wellbeing initiatives and training

- 4.4.1. The Health Safety and Wellbeing Team have provided Chiropractic Assessments and are looking at the return of Bone Density Scans in April. The HS&W team are currently approaching two suppliers to pilot Wellbeing & Psychological First Aid training for staff and the Leadership Team. This is to ensure staff have skills in place to deal with challenges both personally and professionally.

#### 4.5. Body Worn Camera's

- 4.5.1. The Environmental Services Unit have obtained two body cameras and harness so far for compliance officers. There will be further issues due to adverse interactions recently (physical altercation) We still require 2 people to attend property and people alerts. They must all be trained in Situational Safety.
- 4.5.2. The chosen supplier is CERT (The Situational Safety & Tactical Communications Experts). CERT was a recommendation from the Christchurch City Council as Both ESU team members had previous knowledge on using these cameras. The camera model chosen was the D3.
- 4.5.3. The cameras are USB rechargeable. The camera model chosen has a unique front facing screen which has a proven calming effect and plays an active role in de-escalating potentially volatile situations.

- 4.5.4. The cameras can record in full 1080p HD for an exceptionally clear picture with a smart microphone that automatically adjusts to pick up the clearest sound. They have incredibly low light performance that mirrors the human eye.
- 4.5.5. The model chosen has approximately 12 hours battery life and 60 hours record capacity (@480P)
- 4.5.6. With 12-hour battery capacity both models can be effectively operated in 'pre-record mode'. In this mode of operation, the camera is constantly recording but only storing 30 seconds worth of data (it continuously overwrites the data every 30 seconds). When the operator activates the record slider, the camera begins permanently storing the data from a start point 30 seconds prior. This is important for staff who operate in an environment where incidents can develop very quickly and ensures the first few seconds of the incident is captured.
- 4.5.7. The 64GB data capacity means that if staff do not get an opportunity to download the data from their cameras for a few days, they have a large storage capacity available to them on the camera. They will be worn on a harness and have proven to work very well so far.

#### 4.6. Adverse Interaction

- 4.6.1. The continued adverse interaction with a member of the public has progressed in the past month with further phone calls, text messages and comments on the WDC Facebook platform. Due to this there has been instruction from the police to call 111 in the first instance. this is by no means to worry staff, as there has been no direct threat made. As an added precaution, security at the Rangiora Service Centre has been extended.

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

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

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

### 5. **COMMUNITY VIEWS**

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

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

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

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

#### 5.3. **Wider Community**

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

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

#### 6.1. **Financial Implications**

There are no 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

The organisation has reviewed its health and safety risk and developed an action plan. Failure to address these risks could result in incidents, accidents or other physical or psychological harm to staff or the public.

The regular review of risks is an essential part of good safety leadership.

### 6.4 Health and Safety

There are health and safety risks arising from the adoption/implementation of the recommendations in this report. Continuous improvement, monitoring, and reporting of Health and Safety activities are a key focus of the health and safety management system.

## 7. CONTEXT

### 7.1. Consistency with Policy

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

### 7.2. Authorising Legislation

The key legislation is the Health and Safety at Work Act 2015.

The Council has a number of Human Resources policies, including those related to Health and Safety at Work.

The Council has an obligation under the Local Government Act to be a good employer.

### 7.3. Consistency with Community Outcomes

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

- There is a safe environment for all.
- Harm to people from natural and man-made hazards is minimised.
- Our District has the capacity and resilience to quickly recover from natural disasters and adapt to the effects of climate change.

The Health, Safety and Wellbeing of the organisation, its employees and volunteers ensures that Community Outcomes are delivered in a manner which is legislatively compliant and culturally aligned to our organisational principles.

### 7.4. Authorising Delegations

An officer under the Health and Safety at Work Act 2015 is a person who occupies a specified position or who occupies a position that allows them to exercise a significant influence over the management of the business or undertaking. Councillors and Chief Executive are considered to be the Officers of WDC.



## Appendix A

Date	Person type	Occurrence	Event description	Response
14/03/2023	Non-Employee	Near Miss	Two members of the public fell from the floating pontoon into the Kaiapoi River, in between the River Queen vessel and the berthing face of the pontoon and were at serious risk of drowning. Two bystanders came to rescue and had to lower their torso into the gap between the vessel and the pontoon to be able to find them and effect rescue. The moored vessel began to move with the current and wind effects to close the gap between the moored vessel and the pontoon - introducing the serious risk of significant crush and drowning injuries to the two members of public in the water as well as possible crush risk to both rescuers. One of the rescuers quick actions managed to hold the large vessel off the pontoon, to maintain the gap, whilst holding a member of public above water. The two rescuers, now with aid from a third bystander, removed the two members of public from the water and provided aid. An ambulance was called and attended.	Greenspace have followed up with the affected members of the public, who advised they have received medical treatment. They have advised they will keep Greenspace updated on their progress. Swimming at school was raised and the suggestion was made about getting someone from WDC to team up with Aquatics for education at schools. Greenspace are meeting with the bookings advisory group this week. Greenspace are logging this with maritime safe to get an independent investigation underway.
14/03/2023	Non-Employee	Property/Vehicle Damage	A public vehicle entered the road closure and crashed into a stationary WDC work vehicle that was parked on the road within the work site.	Roading have requested a full H&S report from the contractor. Awaiting response. There were no injuries.
14/03/2023	Employee/Volunteer	Injury	A staff member was walking down the stairs in the Rangiora Service Centre when they took a chunk out of their thumb from scraping the underneath of the handrail.	Applied plasters to affected area. Property Department were notified of this. They inspected the area further and confirmed the handrail is fit for purpose as the brace for the rail that caught the staff members thumb is underneath but not sharp, however the area was filed underneath to prevent further incidents. They requested comms be sent to staff in the next

				Wellbeing Update asking staff to take care in their work surrounds due to the large number of catching/scraping hand incidents recently.
16/03/2023	Employee/Volunteer	Property/Vehicle Damage	Broken LED light on the right mud guard on WDC trailer.	Staff member was attempting to remove a heavy piece of plant from the trailer without asking for assistance. Team Leaders have been asked to raise this subject at the next Team Leaders briefing. HS&W to meet with the department Manager this week to discuss future management plans for ongoing vehicle/property damage incidents.
16/03/2023	Employee/Volunteer	Property/Vehicle Damage	A staff member reversed a trailer and hit a parked car. The staff member backed the trailer into a private vehicle. The staff member claims they did not hear or see anything however the front right fender is dented.	Photos received. Awaiting response on the investigation questions. Discussed this incident along with the LED taillight incident on the day with the Unit Manager. HS&W and the Unit Manager to meet this week and discuss how the recurrence of these incidents can be managed and reduced.
16/03/2023	Employee/Volunteer	Adverse Interaction	Adverse interaction with a male member of the public as a staff member was attending a noise complaint. Male member of public pushed the staff member out of the property and told them to get out of his property and then verbally abused the staff member, threatening further physical harm. Staff member promptly left.	HS&W contacted shortly after the incident occurred. HS&W advisor met with the staff member and agreed due to the nature of the abuse it should be reported to the police, which was completed by HS&W on the day with a full written statement from the officer involved. Police have been in contact and have received a verbal apology to the officer by the member of the public responsible. WDC alert has been placed on the address.

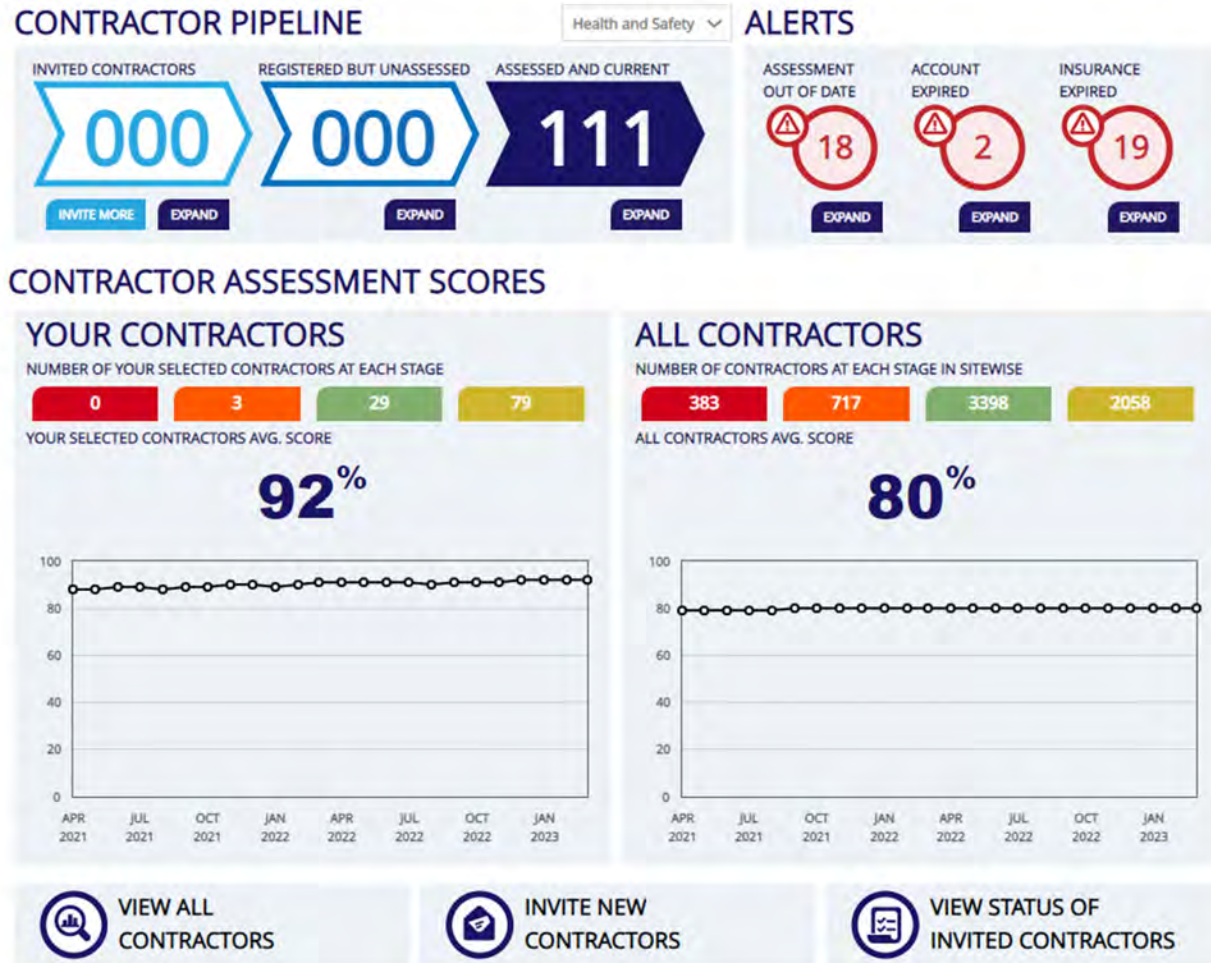
17/03/2023	Contractor	Property/Vehicle Damage	Diesel was stolen from a loader at a contractor site. This resulted in a small diesel spill onto the road and into the drain.	Awaiting response from the contractor. The 3 Waters Advisor has been notified by HS&W
17/03/2023	Employee/Volunteer	INJURY	A staff member has a painful right arm from digging in very hard ground with a shovel, resulting in 'jarring' of the forearm/elbow. How can a recurrence be prevented? Use hydro excavation, other than that, there really is nothing else that can be done to eliminate this kind of incident	Recurrence can be prevented by using the hydro excavation. No medical treatment needed.

<b>Lost Time Injuries - Aquatics:</b>	2019 to current	<b>Injury One:</b> Currently fully unfit Date of injury 28 June 2019 Weekly contracted hours = 30 4,656 hrs lost to date.
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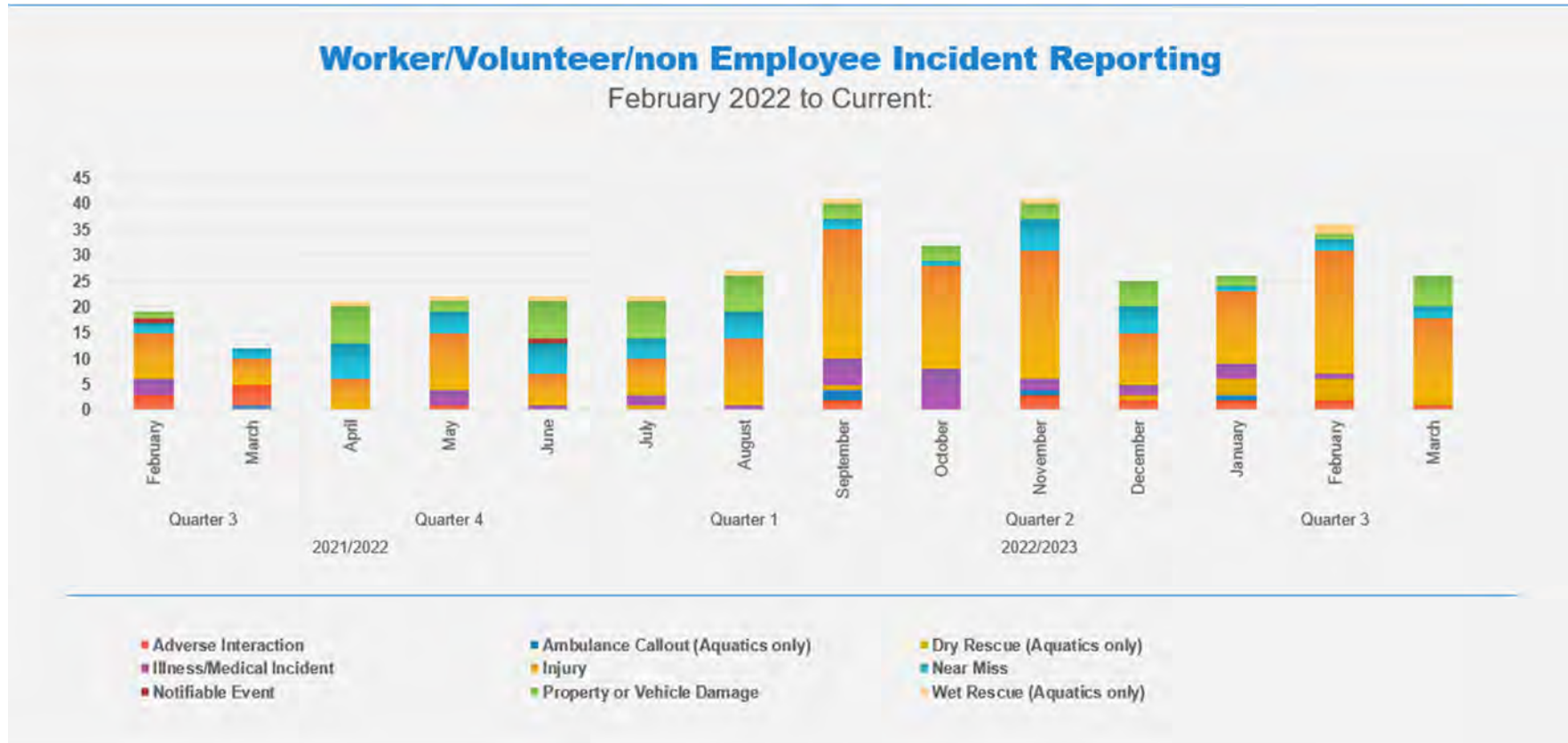
#### Lead Indicators

<b>Safety Inspections Completed (Workplace Walkarounds)</b>	2023	<b>Workplace Walkarounds:</b> Distributed for March with 3 returns so far.
<b>Training Delivered</b>	2021/2022	<b>People Trained:</b> FACTCO First Aid Training which consisted of 10 people and TDDA (The Drug Detection Agency Training) which consisted of 5 people.

Appendix B

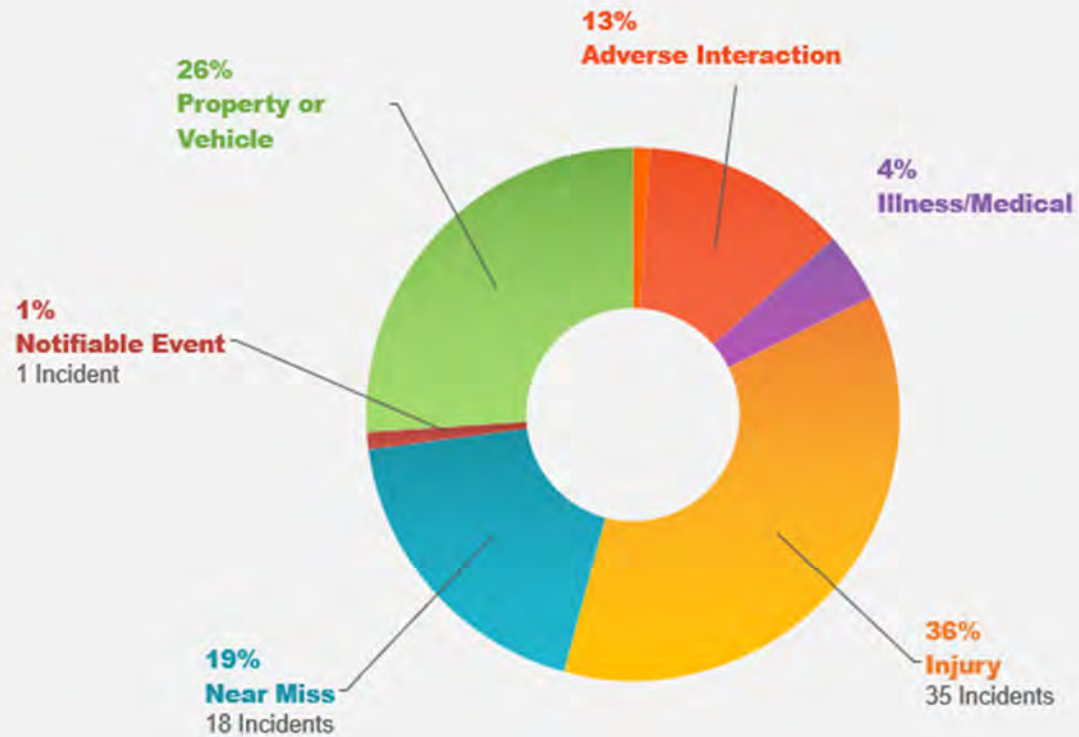


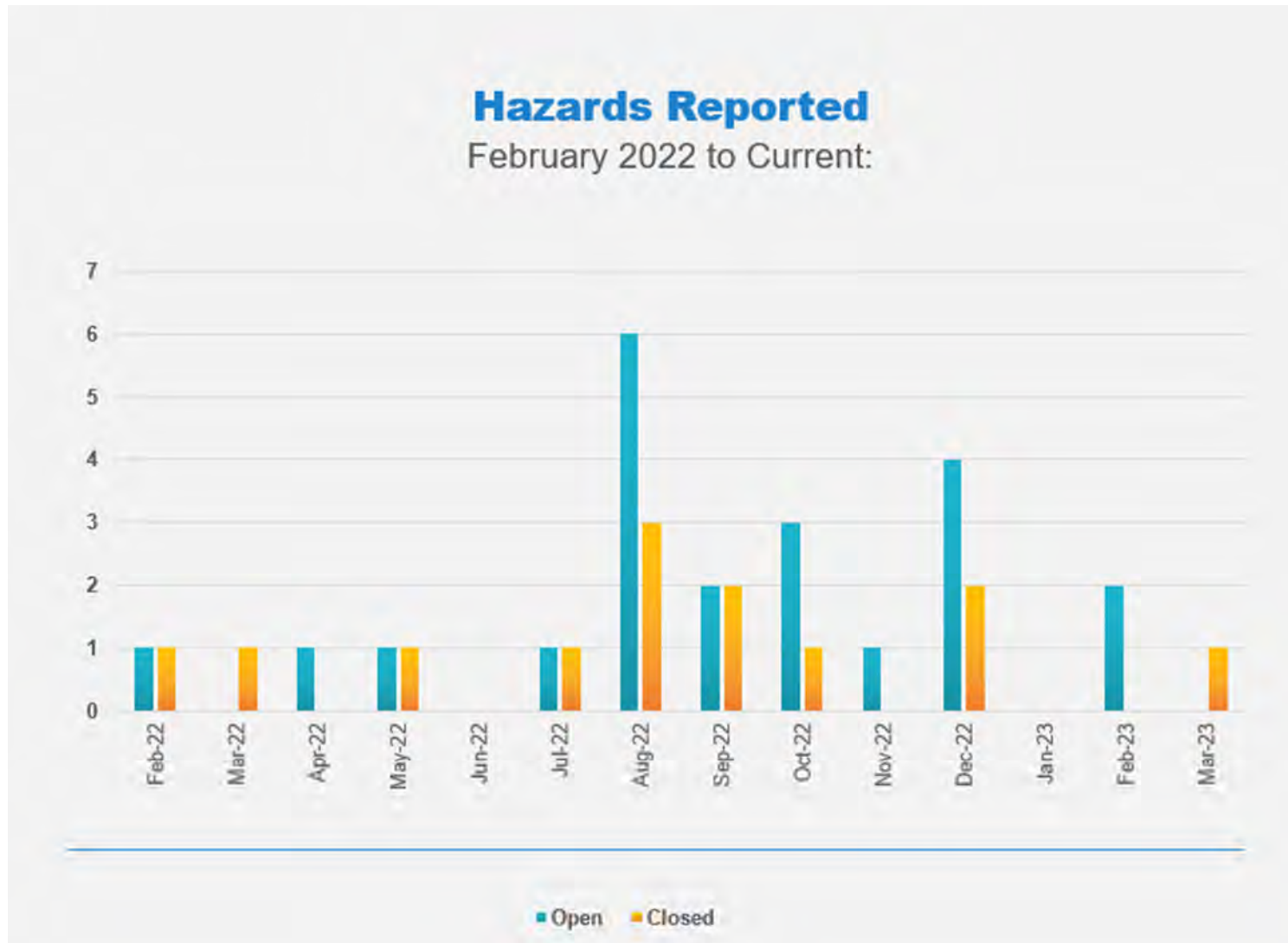
Appendix C



## Worker/Volunteer Incident Reporting

February 2022 to Current:





Appendix D





**WAIMAKARIRI DISTRICT COUNCIL**

**MINUTES OF A MEETING OF THE COMMUNITY AND RECREATION COMMITTEE HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON TUESDAY 21 FEBRUARY 2023 AT 3.30PM.**

**PRESENT**

Councillor P Redmond (Chairperson), Mayor D Gordon, Councillors R Brine, B Cairns, A Blackie and N Mealings.

**IN ATTENDANCE**

Councillors J Goldsworthy, T Fulton, and P Williams.

C Brown (General Manager - Community and Recreation), M Greenwood (Aquatics Manager), G MacLeod (Greenspace Manager), T Sturley (Community Team Manager), K Steel (Ecologist – Biodiversity), V Thompson (Senior Advisor Business and Centres), R Thornton (Community Development Facilitator), M McGregor (Senior Advisor Community and Recreation), C Taylor-Claude (Parks Officer) and A Smith (Governance Coordinator).

**1 APOLOGIES**

There were no apologies.

**2 CONFLICTS OF INTEREST**

There were no conflicts of interest reported.

**3 CONFIRMATION OF MINUTES**

**3.1 Minutes of the meeting of the Community and Recreation Committee held on 29 November 2022.**

Moved: Councillor Blackie

Seconded: Councillor Cairns

**THAT** the Community and Recreation Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the Community and Recreation Committee, held on 29 November 2022, as a true and accurate record.

**CARRIED**

**4 MATTERS ARISING**

There were no matters arising.

**5 DEPUTATIONS**

**5.1 Biddy Riley**

B Riley introduced herself to the Committee and spoke on behalf of Katie Croft who was unable to attend the meeting. B Riley had been a permanent wheelchair user for the past four and a half years following an accident. Prior to this accident, B Riley advised she had led an active outdoor life, which included swimming at the beach and rivers, using walking tracks and biking. Since being confined to the wheelchair B Riley had come to realise

how many barriers there were for her and others in the same situation and she believed that beaches, rivers and tracks should be accessible to all ratepayers. Attention was brought of the current challenges of accessibility to the beaches in the Waimakariri district for people in wheelchairs. It was intended that a submission be made to the Council's Annual Plan for wheelchair access be considered in all future plans and policies and that beach matting be installed on Waikuku Beach. The beach matting would be placed on top of the sand and it could be positioned from the carpark access beside the Surf Lifesaving Clubrooms, out to the beach between the surf lifesaving flags. As well as wheel chair users, the beach matting would also allow easier access to the beach for push chairs, people who use walking aids, mobility scooters and anyone with walking difficulties. It was suggested that the matting could be rolled out each day by the surf lifesavers and stored in the surf lifesaving clubrooms overnight. Having access to beaches for everyone allowed for inclusiveness in all activities, including swimming, paddle boarding or being part of a family outing and there was potential improvement in health and wellbeing of having this available to wheelchair bound people. Beach matting was already available in New Zealand and had been installed at many beaches by other Councils, including Mount Maunganui, Papamoa, Waihi and New Brighton. It was also requested that the Council consider making beach accessible wheel chairs available for people to hire, which could possibly also be stored in the Waikuku Beach surf lifesaving clubrooms. These could be reserved for two-hour periods on an online booking system. In closing, B Riley asked the Councillors to consider this request and make Waikuku beach accessible for all to enjoy.

Mayor Gordon sought clarification that if there was the beach matting installed, would there still be a need for the beach wheel chairs to be available for hire. B Riley advised that in her case she would not need one, but they would be required by some people.

In response to a question from Councillor Williams, B Riley said that it was envisaged that it would be advertised that the matting would be available for use when the surf lifesavers were on duty and had rolled it out, and then at the end of the day it would be rolled back up.

Following a question from Councillor Brine on the numbers of people who may use this matting to access the beach, B Riley believed it would be of benefit to many people, wheel chair users, families with push chairs, and people who needed to use walking aids.

In response to this deputation, C Brown advised that several years ago the Waimakariri Access Group had identified beach access as an issue to the Northern Pegasus Bay Bylaw Working Group. At the time the Council had put aside funding to build a platform at the top of the stop bank, to allow anyone access to view the ocean. Since this time, there had been many beaches throughout the country where the matting had been installed, as previously indicated by B Riley. At the other locations throughout the country where the matting had been installed, surf club members had undertaken to rolling out the matting each day. There would need to be discussions with Waikuku Beach Surf Club regarding their members undertaking this role, and also any design of the placement of the matting would also need to be discussed with the Club. Once a design had been confirmed, this would need to go to the Woodend-Sefton Community Board for the agreement of the Board members. C Brown also confirmed that B Riley would be kept informed of the process and provided with an opportunity to review the design.

The Chairperson thanked B Riley for her presentation to the Committee.

## 6 REPORTS

### 6.1 Two applications to the Biodiversity Contestable Fund – K Steel (Ecologist – Biodiversity)

K Steel presented this report seeking the approval of the Committee for two applications to the Biodiversity Contestable Fund. The first application was for an expansion of the Mount Richardson Trapping Project, run by the Foothills Hunters Conservation Group. Initial funding had been received from Department of Conservation (DOC) and Environment Canterbury for this project and had staff support from the Rangiora DOC office. The funding would be used for additional traps targeting stoats, rats, possums, and hedgehogs.

The second application was for the repair and upgrade of a damaged fence at Taylor's Bush, which was a high value beech and podocarp remnant of 8.3ha at the base of the Oxford Foothills. This area contained a number of threatened plant species and was protected under a QEII covenant.

There were no questions.

Moved: Councillor Redmond                      Seconded: Councillor Mealings

**THAT** the Community and Recreation Committee:

- (a) **Receives** Report No. 230209017216.
- (b) **Notes** the amount available in the Biodiversity Contestable Fund totals \$49,623.
- (c) **Approves** a grant of \$5120.00 towards the work of the Foothills Hunters Conservation Group on the Mount Richardson trapping project.
- (d) **Approves** a grant of \$2171.30 towards a fence repair and weed control in Taylor's Bush (716 Woodside Road, Oxford).
- (e) **Notes** that successful applications would be subject to an accountability agreement between the applicant and the Council.

**CARRIED**

In supporting the recommendation, Councillor Redmond believed that both applications were worthy of the Council support.

### 6.2 Placemaking Initiative – V Thompson (Senior Advisor Business and Centres)

V Thompson presented this report which sought approval to allocate \$2,000 funding for large outdoor games for the community's use. These games would be placed on the pavement and/or lawn area in front of the Rangiora Library from Monday to Friday during business hours, over the summer months. The games would be stored in the library offices outside business hours. It was noted that the beanbags on the Council and library lawns had been well received and the games could be relocated to other sites if required. This was part of a wider Council placemaking programme led by the Greenspace unit, initiating small low-cost placemaking interventions around Rangiora town centre, to support businesses that operated centrally by encouraging more people into the area.

Moved: Councillor Cairns

Seconded: Councillor Brine

**THAT** the Community and Recreation Committee:

- (a) **Receives** Report No. 23010500065.
- (b) **Endorses** the project and the general approach toward low-fi placemaking initiatives implemented by staff to date, as listed in this report.
- (c) **Approves** the proposed \$2,000 budget from budget code 10.484.670.2465 (Economic Development) for the purchase of large outdoor games and/or other programming expenses linked to this project.

**CARRIED**

6.3 **Trustee Appointments – Waimakariri Public Arts Trust – M McGregor (Senior Advisor Community and Recreation)**

M McGregor presented this report, which sought approval for the appointment of Trustees to the Waimakariri Public Arts Trust. The Trust currently had four members and the Trust deed allowed for a maximum of seven members, with two additional Advisory Trustees known as “Charitable Trustees”. The Trust could also appoint Specialist Advisors for advice in particular areas of expertise.

M McGregor took the opportunity to introduce to the Committee, recently appointment Greenspace staff member, Chrissie Taylor-Claude, Parks Officer.

Councillor Blackie advised that Trustee Nicole Weber had now tendered her resignation from the Trust.

Moved: Councillor Blackie

Seconded: Councillor Mealings

**THAT** the Community and Recreation Committee:

- (a) **Receives** report No. 230209016863.
- (b) **Approves** the appointment of Judith Houl, Margot Korhonen and Nicole Weber as Trustees for the Waimakariri Public Art Trust for a term of three years.
- (c) **Notes** that Judith Houl and Nicole Weber were previous members of the Trust board whose terms expired in September 2022, they had applied to be reappointed through the expressions of interest process to serve another term.
- (d) **Approves** the appointment of Win Stringer and Shelly Topp as Charitable Trustees for a period of three years.
- (e) **Approves** the appointment of Areta Wilkinson as a Trust Board Advisor for a period of three years.
- (f) **Notes** by approving the appointment of the recommended Trustees that the Trust would then have the maximum number of trustees and charitable trustees allowed under the Trust Deed.

- (g) **Notes** the initial term of the original trustees was staggered to avoid all board positions falling vacant at the same time, the Trust Deed stipulates that the term for all subsequent trustees was three years.
- (h) **Notes** the Trust had one elected member appointed to the Trust board, this was currently Councillor Al Blackie whose term expired in September 2023. At the expiration of this term, Councillor Blackie's appointment would need to be reviewed and rolled over, or another elected member appointed.

**CARRIED**

6.4 **Covid-19 Social Recovery – Key Projects Update – T Sturley (Community Team Manager)**

T Sturley and R Thornton presented this report which provided an overview of the Community team activity relating to key strategic project areas, for Covid-19 social recovery. Some aspects of the original full Council Covid-19 Recovery Strategy are now either completed or absorbed back into business as usual, however social recovery was a longer-term process.

R Thornton spoke to a presentation and overview of the Next Steps website that had been under development for the past two years. This website would be a one stop shop and a hub of information that would replace the Social Services Waimakariri website. The project was designed to empower the community to have information easily accessible, if required. The website would be officially launched on 29 March 2023. The Next Steps project dovetailed with the Mobile Community Hub. R Thornton confirmed the website address was NextSteps.org.nz.

Following a question from Councillor Cairns, it was confirmed that this would be a stand-alone website as a directory of information and was easy to use.

Councillor Redmond asked how it was intended to promote the website and R Thornton advised that funding had been acquired for many promotional features, including advertising on buses, promotional wristbands, pens and table coasters which would be placed in local hospitality premises.

Mayor Gordon commended all who had been involved in the project, and suggested it was exactly what the community needed.

Councillor Fulton referred to families dealing with financial difficulties and the issue of stigma of poverty for high school children of these families who were not being well fed. R Thornton advised that in developing this website there had been discussions with the high schools and other key users, so that Counsellors at the schools could share the information about the website with the families for their own use.

Moved: Councillor Cairns

Seconded: Mayor Gordon

**THAT** the Community and Recreation Committee:

- (a) **Receives** report No. 230208016559.
- (b) **Notes** the evidence-based, collaborative approach applied to the facilitation of social recovery from COVID-19, gave effect to the social recovery aspects of Council's 2020 draft COVID- 19 Recovery Plan.
- (c) **Notes** a number of key projects including Food Security, the Kaiapoi Community Hub, Arts Strategy Development and the establishment of the 'Next Steps' website, including the acquisition of funding for its development, promotion and maintenance.

- (d) **Notes** that, with Central Government's significant financial contribution and the collaborative approach, sound governance and planning applied to date, key funders, including Rata Foundation and Department of Internal Affairs (DIA) had expressed significant interest in continuing to support the further development of these key projects.
- (e) **Notes** that Food Secure North Canterbury had been used by Ministry of Social Development as a 'best practice' exemplar for the creation of a food secure District.
- (f) **Notes** recent and unexpected opportunities to empower local residents, particularly the Mobile Hub and Mayor's Taskforce for Jobs initiatives.

**CARRIED**

Councillor Cairns supported this initiative which was a way to connect the right organisations with people in need and congratulated all involved in the development of the website.

**6.5 Aquatics February Update – M Greenwood (Aquatics Manager)**

M Greenwood presented this report, which updated the Committee on aquatic centre matters. Key issues highlighted were staffing and recruitment, which continued to be a challenge in the current employment environment. It was noted that some pools (Hanmer Springs and Queenstown) have had to reduce hours of operation due to staffing issues. Locally, there had been steps put in place at Kaiapoi Aquatic Centre regarding staffing levels. Also highlighted was the delivery to the aquatics facility of various ladies hygiene products, which would help to address period poverty, minimising the stigma and enabling access to those affected. The Council's Youth Development Facilitator, Emily Belton, organised the delivery of these products to a number of support networks, including the aquatic facilities. Also noted was the issue of a shortage of CO<sub>2</sub> gas to a number of plant shutdowns throughout the country. This gas was used to manage the ph levels in the pool water. As the shortage was likely to continue for some time, alternative treatment options were being investigated.

M Greenwood also highlighted a six-month trial being introduced for a \$3.20 entry fees for approved community service card holders for pre-school swimmers. This discount would benefit those most in need, while minimising the impact on the wider aquatic community. This would be an effective trial without locking the Council in for any lasting effects and would be a saving of approximately \$1 per individual. Figures were sought from the Ministry of Social Development on card holders in the district and those visiting the pools, but these figures were not available at the time of the report being written. It was estimated that approximately 3,000 (or half) of the visitors would be community services card holders.

Following a question from Councillor Cairns, M Greenwood responded that the six month trial would allow time to gauge the feedback and balance that against the budget.

Councillor Fulton asked if this would mean further pressure on staffing levels, with an increase in visitors to the pools. M Greenwood responded that if this trial drew in more business, that would be a benefit for the quieter time during the middle of the day. The impacts of staff shortages were during the evenings and on the weekends.

Councillor Goldsworthy asked what the overall capacity for visitors to the Dudley Pool was and staffing levels. In reply, M Greenwood advised that there were always two lifeguards on duty at all times, with the ratio being two to 80 swimmers with another staff member on duty for every 80 visitors beyond that. As capacity changed during the day, the staff numbers were adjusted accordingly and there needed to be consideration given to staff required for pool testing and administering any first aid requirements. The figures of exact numbers of daily visitors would be determined and that information subsequently provided to committee members.

Councillor Redmond asked if there was to be certain times and days when the community services card could be used. M Greenwood noted that Christchurch City Council had set the trial for use of discount cards for Monday to Friday 9am to 3pm, but he had not determined any specific times as he did not envisage that there would be any significant impact on the operation of the pool. Pre-school swimmers generally visited the pool during the quiet periods.

Moved: Councillor Brine

Seconded: Councillor Cairns

**THAT** the Community and Recreation Committee:

- (a) **Receives** Report No. 230124008696.
- (b) **Notes** Aquatic Facilities progress against key performance indicators including Financial results, Water Quality and Customer Satisfaction.
- (c) **Approves** a limited six month trial of a discounted entry rate of \$3.20 for Preschool and Caregivers who hold a valid Community Service card.
- (d) **Supports** staff in further investigation of this initiative with the aim of informing Councils Long Term Plan.
- (e) **Notes** the impact of recent recruitment and staffing movements which had required a temporary period of shorter hours at the Kaiapoi Aquatic Centre.
- (f) **Notes** investigation of alternative treatment methods following national CO<sup>2</sup> supply issues.
- (g) **Notes** the opportunity for staff to address Period Poverty through collaboration with the Councils Community team.
- (h) **Circulates** this report to the Community Boards for their information.

**CARRIED**

Councillor Brine agreed that there should not be any restrictions on when the holders of Community Service Cards could make use of the discounted visits to the pools for pre-schoolers to swim. Councillor Brine also took the opportunity to note that the swimming instructors at Dudley Pool were very dedicated and also commended M Greenwood on his management of the facilities.

Councillor Cairns supported this report and the trial for the discounted swims for pre-schoolers visiting with Community Services Cards. The introduction of any programmes to reduce the number of drownings in New Zealand was to be promoted.

## **7 CORRESPONDENCE**

Nil.

## 8 **PORTFOLIO UPDATES**

### 8.1 **Greenspace (Parks, Reserves and Sports Grounds) – Councillor Al Blackie.**

Councillor Blackie noted that the Huria Reserve was moving into Stage Two now which involved more planting and paths, curving around where Aqualand were located. A Resource Consent had been required for Stage two but there had been no any delays with this.

The resignation of Greg Byrnes from the Te Kohaka o Trust was highlighted and Councillor Blackie advised that there was currently a recruitment process being undertaken. He was pleased to report that the Trust managing the Waikuku Beach Campground had got through its first busy summer months.

The marina at Kaiapoi was currently full, with the arrival of another boat over the weekend and there were now no spare moorings available. Councillor Blackie noted that it was good for the Council to be getting some returns on that investment.

The Kaiapoi River Carnival date was now set for 1 April 2023

### 8.2 **Community Facilities (including Aquatic Centres, Multi-use Sports Stadium, Libraries/Service Centres, Town Halls and Museums) – Councillor Robbie Brine.**

Councillor Brine noted that the Rangiora Town Hall seating improvements in Theatre Three was underway, as well as the upgrade to the foyer area. The foyer upgrade was being fully funded by Town Hall Cinemas.

The Community Facilities Network Plan – a Request for Proposal would soon be going out to the community. The Plan would look at all Council and private community meeting spaces to make sure there were sufficient facilities available in the right places to meet the needs of the communities now and in the future. This included the Southbrook Sports Club.

Following a recent meeting with the North Canterbury Sport and Recreation Trust regarding Mainpower Stadium with a decision being made to bring some changes to the operation of the Stadium with potentially commercial leases of some spaces and contract services for some areas. This was a change to the current arrangement and more information would be brought to the Community and Recreation Committee once details had been investigated further.

### 8.3 **Community Development and Wellbeing – Councillor Brent Cairns.**

Councillor Cairns noted that there was currently a shortage of some food items, impacting on hospitality businesses in the district (including lemons and lettuces). The Kaiapoi Food Forest and Community Garden were both encouraging community members to develop gardens and have their own food supplies.

there had been a delay to the Rangiora Hospital improvements due to an increase in services to be provided in the new facility, which would ultimately be of benefit to the district.

There had been 73 migrant residents who had learnt to speak English which would benefit all, as it meant migrants would be in a position to seek employment in the community.

The Hope Trust was now providing community dinners and on Wednesday, 70 people attended between 5.30pm – 7.30pm at the Baptist Church.



There would be a volunteer expo held in March 2023.

The Kaiapoi Community Hub discussions would be held on Thursday 27 February 2023 between 5pm – 7pm or on Saturday 4 March 2023 between 10.30 and 12.30 at the Kaiapoi Library.

North Canterbury Neighbourhood Support's database "Gets Ready", which lists information on items members had on their properties which could be used during emergency situations. It was hoped that this database information could be made available to Civil Defence. It was suggested that there be a demonstration of the "Gets Ready" database to the Committee at a future meeting or workshop.

#### 8.4 **Waimakariri Arts and Culture – Councillor Al Blackie.**

Councillor Blackie was disappointed to advise that there had been a setback with the installation of artwork at Mainpower Stadium. The donators did not approve of the options of artwork suggested by the artist and had withdrawn the funding.

The artwork donated by the Marshalls had been installed beside the Whites Road access path to Ohoka Domain and encouraged members to visit the site and view this artwork.

### 9 **QUESTIONS**

There were no questions.

### 10 **URGENT GENERAL BUSINESS**

There was no urgent general business.

### 11 **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

Section 48, Local Government Official Information and Meetings Act 1987

Moved Councillor Redmond

Seconded Councillor Blackie

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

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution in relation to the 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 N°	Report for Information:	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
11.1	Report from Chris Brown (General Manager Community and Recreation)	Community Facilities North Woodend	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

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

**CARRIED**

### **CLOSED MEETING**

#### ***Resolution to resume in Open Meeting***

Moved Councillor Redmond

Seconded Councillor Blackie

**THAT** open meeting resumes and the resolution(s) made with the public excluded be made public.

**CARRIED**

### **OPEN MEETING**

11.1 **Community Facilities North Woodend –** Chris Brown (General Manager Community and Recreation)

Moved Mayor Gordon

Seconded Councillor Blackie

**THAT** the Community and Recreation Committee:

- (a) **Receives** Report No. 230203014865.
- (b) **Approves** that staff proceed to consult with the wider Pegasus community on the two proposed locations to confirm the site for the Pegasus Community Centre development.
- (c) **Notes** that a further report will be submitted to the Committee on the outcome of the consultation, and to approve the preferred location, the development of the internal and the external design, the proposed procurement route and the formation of a Project Steering Group.
- (d) **Notes** the formation of a Project Steering Group (PSG) is proposed to develop the design and contractual terms. This will be subject to the appropriate delegation being transferred.
- (e) **Notes** that staff are still working through valuations and land options for the North Woodend Community Facility (Ravenswood) solution and will submit a further report to the Council once this has been completed.
- (f) **Circulates** this public excluded report to the Woodend-Sefton Community Board and also send a memorandum to Board members prior to this.

**CARRIED**

There being no further business the meeting closed at 5.14pm.

CONFIRMED

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Chairperson  
Councillor Philip Redmond

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Date

**WAIMAKARIRI DISTRICT COUNCIL**

**MINUTES OF THE MEETING OF THE AUDIT AND RISK COMMITTEE HELD IN THE COUNCIL CHAMBERS, CIVIC BUILDINGS, HIGH STREET, RANGIORA ON TUESDAY, 14 MARCH 2023, AT 9AM.**

**PRESENT**

Deputy Mayor N Atkinson (Chairperson), Mayor D Gordon, Councillors T Fulton, J Goldsworthy, J Ward and P Williams.

**IN ATTENDANCE**

Councillors P Redmond and B Cairns.

J Millward (Acting Chief Executive), S Hart (General Manager Strategy, Engagement and Economic Development), and K Rabe (Governance Adviser).

J Rogers, J Flanagan and M Dalton of Enterprise North Canterbury.

**1 APOLOGIES**

There were no apologies.

**2 CONFLICTS OF INTEREST**

No conflicts of interest were declared.

**3 RECEIPT OF MINUTES**

**3.1 Minutes of a meeting of the Audit and Risk Committee held on Tuesday 14 February 2023**

Moved: Councillor Goldsworthy      Seconded: Councillor Fulton

**THAT** the Audit and Risk Committee:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of a meeting of the Audit and Risk Committee, held on 14 February 2023.

**CARRIED**

**3.2 Matters Arising (From Minutes)**

Nil.

**PUBLIC EXCLUDED MINUTES**

*(These Minutes were considered in the public excluded portion of the meeting)*

**3.3 Minutes of the public excluded portion of the Audit and Risk Committee Meeting Tuesday 14 February 2023**

#### 4 **PRESENTATION/DEPUTATION**

Nil.

#### 5 **REPORTS**

##### 5.2 **Enterprise North Canterbury's Six-month progress and financial Report to 31 December 2022, Six-month progress report on the Promotion of the Waimakariri District to 31 December 2022 and Draft Statement of Intent for the financial year beginning 1 July 2023 – S Hart (General Manager Strategy, Engagement and Economic Development)**

S Hart spoke to the report which presented Enterprise North Canterbury's (ENC) sixth monthly progress and financial report for the financial period ending 31 December 2022, the six monthly progress report on the promotion of the Waimakariri District to 31 December 2022 and the draft Statement of Intent for the financial year beginning 1 July 2023.

J Flanagan (Trustee), M Dalton (Business Support Manager) and J Rogers (Visit Waimakariri Production Development) were in attendance to answer questions.

Councillor Fulton requested clarity on the extent of the partnership between ENC and ChristchurchNZ regarding the "*Make a Day of it*" strategy. J Rogers noted that there was an arrangement between the organisations where ChristchurchNZ promoted the 'Make a Day of it' Campaign during Covid and included ENC on their website. This was a holistic approach to promote North Canterbury for people traveling north. It was envisaged that this partnership would evolve during 2023 to promote all the districts within the wider Canterbury region.

Councillor Cairns clarified that the reported 5,715 hits was for the Visit Waimakariri site. He also enquired if the Waimakariri Economic Strategy, which would be implemented in the next few months, would be included in ENC's Statement of Intent. M Dalton acknowledged that there would be responsibilities arising from the strategy for both the Council and ENC. However, consideration would be given on how the strategy could be implemented, once it came into effect.

Councillor Ward noted that the NZMCA Motorhome Park which opened in Kaiapoi recently would have had an impact on the Information Centre in terms of an increased queries regarding what was available in the area. J Rogers agreed that there had been an increase in queries on a variety of subjects. Councillor Ward questioned how the increased commercial and economic development, such as at Rangiora Airfield, could be capitalised on. M Dalton stated that Rangiora was always interesting, however, there was limited scope for activities at the airfield and other developments, especially while the developments were still in the early stages of development.

Councillor Atkinson mentioned the proposed business awards for Kaikoura and noted that there was no mention of this in ENC's Statement of Intent. He queried what the intention was with Kaikoura being included. J Rogers replied that MainPower, a major sponsor of the awards, had requested that Kaikoura be included in the business awards. ENC agreed, provided that Kaikoura contributed funding towards the awards which they had done.

Councillor Williams noted that Kaikoura businesses seemed more advanced in relation to tourism and queried if this would not adversely affect Waimakariri businesses from competing on a fair playing field. It was noted that Waimakariri businesses had won at least 85% of the awards on offer the previous year, and there was scope to include other areas. Every business was taken on its own merit and even if Kaikoura businesses excelled the tourism area, there were plenty of other categories that Waimakariri businesses shone in.

In response to a question from Councillor Cairns, it was confirmed that the I-site's was open from 9am to 5pm Monday to Friday and 9am to 1pm on Saturday. Councillor Cairns pointed out that the motorhome clientele was more than likely to be active over the weekends and enquired if there were any plans to train library staff to respond to queries when the I-site was closed, or if there had been any consideration of having an I-site kiosk in the library foyer. J Rogers explained that consideration had been given on how to keep campers informed, and relevant information had been left at the NZMCA Motorhome Park. However they would be monitoring the weekend traffic for future consideration. Nothing had been formalised in relation to utilising the library and/or its staff.

Moved: Councillor Atkinson

Seconded: Mayor Gordon

**THAT** the Audit and Risk Committee:

- (a) **Receives** report No 230220022811.
- (b) **Receives** the following reports for Enterprise North Canterbury, the:
  - i. Enterprise North Canterbury's Six-Month Report to 31 December 2022 (Trim 230220022817).
  - ii. Enterprise North Canterbury's Promotion of Waimakariri District six-month report to 31 December 2022 (Trim 230220022820).
  - iii. Enterprise North Canterbury's Draft Statement of Intent for the financial year beginning 1 July 2023 (Trim 230220022823)
- (c) **Notes** that under the Local Government Act 2002, the Audit and Risk Committee may request Enterprise North Canterbury to make changes to the Statement of Intent (SOI). If this were to occur, Enterprise North Canterbury would consider the requested changes and re-present the Statement of Intent prior to 30 June 2023.
- (d) **Acknowledges** the work carried out by Enterprise North Canterbury and thanked the Trustees and staff for their efforts.
- (e) **Circulates** the report to the Community Boards for information.

**CARRIED**

Councillor Atkinson thanked ENC for the report, however, he was concerned that MainPower could influence the decision to include Kaikoura in the business awards, which had been established and developed for businesses in the Waimakariri District. Regarding the I-site, he believed that it may be time to re-evaluate the operating hours, and whether funding should be sourced to extend operating hours over weekends. He also believed that ENC was heading in the right direction and the successes achieved was proof of that.

Mayor Gordon endorsed the motion and stated that the Council was fortunate to have the calibre of people on the Board and the staff at ENC. The I-site was working well and the 'Make a Day of it' campaign had been successful and eye-catching. Mayor Gordon did not agree that including Kaikoura in the business awards would be detrimental to Waimakariri businesses, and acknowledged that while MainPower had raised the issue, businesses in Kaikoura had been showing interest in being included for some time. He also drew attention to the fact that North Canterbury did extend to the north of Kaikoura and the point of the awards was to celebrate North Canterbury. Mayor Gordon agreed with Councillor Atkinson on the importance of I-site keeping a physical presence in Kaiapoi especially now that the motorhome park had opened.

Councillor Ward thanked ENC for their work within the community and assisting with mentoring of new businesses and for raising funding from other sources and not relying on the Council funding alone.

5.2 **Six Month Financial Statements for the Period Ended 31 December 2022 - Te Kōhaka o Tūhaitara Trust – J Millward (Acting Chief Executive)**

J Millward introduced the Te Kōhaka o Tūhaitara Trust's six monthly financial report for the period ended 31 December 2023. Noting that the Camp operations would be incorporated into the next report.

Councillors had no questions on this item.

Moved: Councillor Ward

Seconded: Councillor Goldsworthy

**THAT** the Audit and Risk Committee:

- (a) **Receives** report No. 230220022968.
- (b) **Receives** the Six Month Report for the Te Kōhaka o Tūhaitara Trust for the period ended 31 December 2022.
- (c) **Notes** the operations for the six months to 31 December 2022 were progressing as planned as presented in the Statement of Intent.

**CARRIED**

5.3 **Te Kōhaka o Tūhaitara Trust - Statement of Intent for the Year ending 30 June 2024 – J Millward (Acting Chief Executive)**

J Millward provided a brief overview of the Te Kōhaka o Tūhaitara Trust's Statement of Intent for the year ending 30 June 2024. Staff were recommending that Items 14 and 16 be retained which were in relation to the development of a new Trust office/education centre and to commence the leasing of the Kairaki Beach fee simple sections.

Councillor had no questions on this item.

Moved: Councillor Fulton

Seconded: Councillor Williams

**THAT** the Audit and Risk Committee:

- (a) **Receives** report No 230223024574.
- (b) **Receives** the Statement of Intent for Te Kōhaka o Tūhaitara Trust for the year ending 30 June 2024 (Trim 230118005907).
- (c) **Notes** that under the Local Government Act 2002, the Audit and Risk Committee may request Te Kōhaka o Tūhaitara Trust to make changes to the Statement of Intent. Te Kōhaka o Tūhaitara Trust would consider these requested changes and re-present the Statement of Intent prior to the 30 June.
- (d) **Recommends** retaining Items 14 and 16 from the 2022/23 Statement of Intent for Te Kōhaka o Tūhaitara Trust.

**CARRIED**

5.4 **Audit New Zealand Management Report for the year ended 30 June 2022 – J Millward (Acting Chief Executive)**

J Millward provided an summary of the Audit New Zealand Management Report for the year ended 30 June 2022. The Management Report culminated the interim audits and the audit work carried out on the Council's 2021/22 Annual Report for the year ended 30 June 2022. An interim audit begun on 27 June 2022, with the final audit commenced in November 2022. The final audit was completed in December 2022 and an unmodified

audit opinion was issued for the 2021/22 Annual Report and adopted by the Council on 20 December 2022.

J Millward advised that Chief Executives of various local councils had expressed concerns regarding the lack of resourcing at Audit New Zealand especially as the 2024/34 Long Term Plans would require auditing prior to going out for public consultation. The Chief Executives had therefore requested a meeting with the Auditor General to discuss their concerns further.

Councillor Fulton questioned the annual review of revenue received in advance for development contributions. J Millward noted that the auditors were concerned by the discrepancies between what development contributions the Council received as opposed to what it should have received, therefore, more work needed to be done on the reconciliation process to correctly capture the information.

Moved: Councillor Fulton

Seconded: Councillor Ward

**THAT** the Audit and Risk Committee:

- (a) **Receives** report No. 230220022248.
- (b) **Receives** Audit New Zealand's Management Report for the year ending 30 June 2022 (Trim 230220022231).
- (c) **Notes** there were no significant matters arising from the Management Letter. Audit New Zealand had made a number of recommendations where systems could be improved and these improvements had been implemented or were programmed to be completed.

**CARRIED**

5.5 **Reporting on LGOIMA Requests for the period 1 November 2022 to 28 February 2023**  
 – T Kunkel (Governance Team Leader)

J Millward took the report as read and noted that the requests for information made under the Local Government Official Information and Meetings Act, 1987 would be included on the Council's website.

Councillor Redmond enquired if Councillors would be able to read the requests for information as well as the full response sent to the recipient. J Millward confirmed that in most cases they would, however, consideration still had to be taken in regards to privacy issues.

Councillor Williams enquire how Councillors could access this information and was advised that they could just request the information from the Governance Team.

Moved: Councillor Goldsworthy

Seconded: Councillor Williams

**THAT** the Audit and Risk Committee:

- (a) **Receives** report No. 230301027998 for information.
- (b) **Notes** that the Council responded to 36 official requests of information from 1 November 2022 to 28 February 2023, which was six more, than the 30 official requests responded to in the same period in 2021/22.

**CARRIED**



## 6 PORTFOLIO UPDATES

### 6.1 Audit, Risk, Annual / Long Term Plans – Councillor Joan Ward

- **Annual Plan out for consultation 17 March 2023**
  - Three areas of consideration regarding water (keeping chlorine free), drainage (additional \$7.5 million for flood control), and roading (inflation not covered by Waka Kotahi).
- **Long Term Plan established three work groups**
  - Project Control Group include senior staff and elected member representatives.
  - Staff Working Group brought together all the parts.
  - Asset Management Group dealt with the Asset Management Plans and Infrastructure Strategy
- **From the Strategy planning day**
  - The key objectives identified would be incorporated in to the work programs and how those fit into wellbeing, community outcomes and non-financial performance measures.
- **CCOs (Council Controlled Organisations)**
  - Advised that the audits for the year ended 30 June 2022 would commence in the next month or two for Enterprise North Canterbury and Te Kōhaka o Tūhaitara Trust.

### 6.2 Communications and Customer Services – Councillor Joan Ward

- **Communications and Engagement from 1 October to 31 December 2022**
  - External Communication and Engagement
    - In the fourth quarter of 2022 Communications and Engagement worked on five communication plans, produced 31 news stories and received 111 media inquiries.
    - Significant topics covered during this period included the Local Government Elections, Summer roading issues/resealing, Rating valuation and summer changes to hours. It was a quieter period than usual due to limitations on political topics due to the local body elections.
  - Let's Talk Engagement
    - Published three new consultation projects via "Bang the Table". This was four fewer than the previous quarter which is reflected in percentage decrease in users and time spent on the page.
    - The most popular projects by engagement were Disc Golf in Kaiapoi Domain, Smith Street Speed Limit and the Arts Strategy.
  - Website
    - There were 151.54K website visits (unique sessions) this quarter and compared to the same period last year there had been an decrease of 20,000 visits to the website. The most popular pages viewed were Home, Search Results, Aquatic Facilities, Contact Us and the District Plan.

- **Customer Services**

- There were further recruitment to be done. The offer made last month fell through, and a further two staff had resigned. Interviews would be scheduled over the next couple of weeks.
- Land Information Memoranda (LIMs) numbers had increased. While the number of applications received in February 2023 had been low compared to previous years, the applications had increased towards then end of February 2023.
- A number of staff had been involved in the computer vendor demonstrations held over the last month. It had been interesting to view the offerings of each of the three vendors and hold team discussions on what features would help grow and improve the business.
- The third rates instalment was due at the end of February and penalty notices were sent out last week.

## 7 **QUESTIONS**

Nil.

## 8 **URGENT GENERAL BUSINESS**

Nil.

## 9 **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

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

Moved: Councillor Ward

Seconded: Councillor Goldsworthy

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

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution in relation to the 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, was 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
9.1	Minutes of public excluded portion of Audit and Risk Committee meeting of 14 February 2023.	Confirmation of minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution was 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 were as follows:

Item N°	Reason for protection of interests	LGOIMA Part 1, Section 7
9.1	Protection of privacy of natural persons; To carry out commercial activities without prejudice; Maintain legal professional privilege;	Section 7 2(a) Section 7 2(b)ii Section 7 (g)

**CARRIED****CLOSED MEETING**

The public excluded portion of the meeting commenced at 9.50am and concluded at 10.03am.

**OPEN MEETING****Resolution to resume in open meeting**

Moved: Councillor Atkinson

Seconded: Councillor Goldsworthy

**THAT** open meeting resumes and the business discussed with the public excluded remains public excluded until determinations by the Civil Aviation Authority have been made.

**CARRIED****NEXT MEETING**

The next meeting of the Audit and Risk Committee will be held on Tuesday 16 May 2023 at 9am.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 10.04am.

**CONFIRMED**

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

**MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD TO BE HELD IN THE MANDEVILLE SPORTS CENTRE, MANDEVILLE ROAD, MANDEVILLE ON TUESDAY 7 MARCH 2023 AT 7PM.**

**PRESENT**

T Robson (Chairperson), S Barkle (Deputy Chairperson), M Brown, T Fulton, R Harpur, N Mealings, P Merrifield and M Wilson.

**IN ATTENDANCE**

G Cleary (General Manager Utilities and Roading), J McBride (Roading and Transport Manager), H Belworthy (Greenspace Landscape Architect), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer)

There were two members of the public present.

**1. APOLOGIES**

There were no apologies.

**2. PUBLIC FORUM**

**2.1. T Gardiner - Dirt Mandeville**

T Gardiner enquired on the status of the asbestos rubble and who would be paying to get it removed. G Cleary noted that the Council was in the process of removing the dirt pile, however he was unable to advise who was paying for the removal. T Gardiner noted that the pile of dirt was on his boundary and the first he had heard about the asbestos was when the fences were erected. The compound that was sprayed on the rubble was only supposed to last for two months however the pile had been there fourteen months now and there were noxious weeds and pests in the pile. G Cleary undertook to follow up and get back to T Gardiner.

T Gardiner also asked if the various sports clubs paid rent to the Council. M Brown explained that there were fourteen clubs that were located at the Mandeville Sports Centre and none of them paid any rent however they paid a yearly levy to the Mandeville Sports Club for their membership. The only rental payment was through the Mandeville Sports Centre to the Council for the use of the land.

**2.2. T Samarasekara - Bins in Oxford**

T Samarasekara noted that he was new to the area and had settled in Oxford. Oxford township had rubbish collection however where he lived, approximately three kilometres from Oxford, there was no collection. He asked if there was any possibility to enlarge the route and so include his road in formalised rubbish collection. G Cleary noted that it was possible depending on where he lived, Council had increased certain routes in the past and extended the recycling collection out. However, there was a cost and the number of houses and the distance would determine whether it was a feasible option. He would pass on the request to the appropriate staff for consideration.

**3. CONFLICTS OF INTEREST**

There were no conflicts declared.

#### 4. **CONFIRMATION OF MINUTES**

##### 4.1. **Minutes of the Oxford-Ohoka Community Board – 15 February 2023**

Moved: N Mealings                      Seconded: M Wilson

**THAT** the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 15 February 2023, as a true and accurate record.

**CARRIED**

##### 4.2. **Matters Arising**

There were no matters arising.

##### 4.3. **Notes of the Oxford-Ohoka Community Board Workshop – 15 February 2023**

Moved: S Barkle                      Seconded: P Merrifield

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** the notes of the Oxford-Ohoka Community Board Workshop held on 15 February 2023.

**CARRIED**

#### 5. **DEPUTATIONS AND PRESENTATIONS**

##### 5.1. **Environment Canterbury Draft Annual Plan 2023-24 – Councillor Clair McKay**

Councillor McKay noted that Environment Canterbury Draft Annual Plan had gone out to the public for engagement with a 10% rise which was based on the decisions made in Environment Canterbury's Long Term Plan which had predicted a 4.6% rise. Staff had recommended a 7.2% inflationary increase with making efficiencies, delaying or deferring some programmes or scaling back some programmes. She supported this going out for engagement which was the first one she had done as a Councillor representing her North Canterbury constituencies, she had believed that going out with a 24% rise for two years in a row was too high, however she did acknowledge what Environment Canterbury staff had done well to keep the rise at 10%. Valuation for Waimakariri both urban and rural went up but the percentage increase was higher for urban, and a decrease for the rural landowners.

S Barkle asked for a summary of anything in the Annual Plan that was significant. Councillor McKay noted that within the 10% they were borrowing for a significant piece of regulatory work that Central Government had decreed Environment Canterbury had to do by 2024 regarding freshwater planning. They had budgeted in their Long Term Plan that they were going to be spending in excess between \$6,000,000 and \$7,000,000 a year from year one, two and three. For the first two years they had already committed to borrowing. The other significant project was the flood recovery for the 2021 floods which primarily affected mid Canterbury however the costing on the Waimakariri flooding was around \$20,000,000. As the flooding was considered an emergency NEMA was going to fund \$8,000,000 and Environment Canterbury would have to fund the rest and had already borrowed a tranche of \$6,000,000 in 2022 and in the 2023/24 Draft Annual Plan there would be another \$6,000,000.

N Mealings asked if the Ashley River rating zone review had progressed. Councillor McKay noted that staff had been working on this for three to four years prior to covid and they had hoped to have it finished before Christmas 2022. She undertook to follow up on the status of this work.

N Mealings enquired if the Cust / Main Drain sensor for the water level had been fixed and the status of the tree work along the Cust Drain was progressing. G Cleary noted that the Waimakariri District Council had been involved in discussions with Environment Canterbury and had done quite a lot of work in this area. A lot of river gauges had got knocked out in the 2021 flooding, and a lot of work and investment had been done to make them more resilient. Councillor McKay noted in regard to the flood work at the Eyre River there was some erosion areas upstream of Poyntzs Road which had generated considerable remedial work in the area. There had been requests for gravel extraction further down near the fords however that was still to be done. She understood that the majority of flood damage on the Cust River had been done however there was still a bit of tidying up to do. There had been quite a lot of work done particularly down the Plasketts Road area and on the downstream side of Two Chain Road.

S Barkle noted that in the ward groundwater and undercurrents were significant issues and it concerned her that the rural rates for Environment Canterbury were decreasing which would potentially mean that important projects like this may not be receiving the funding and research that they required. Councillor McKay noted it was not that the rates were decreasing as the valuations had gone up. The rates decrease was due to how the equation split between urban and rural. These were general rates so it was not that residents were contributing more or less, the same amount would still be accessible for rural projects.

S Barkle asked how much of a priority the groundwater and the undercurrents in the Boards area were. Councillor McKay was unaware of undercurrents being something that was high on Environment Canterbury's priority list given that, as she understood it, most of the undercurrents were due to the Eyre and other historic channels. Environment Canterbury had invested a lot of money into water quality which was one of their regulatory functions. Also water allocation, consents and policy around making sure they had efficient water uses were also priorities as well as any climate impacts.

T Fulton noted several years ago an Environment Canterbury hydrologist had investigated a land-based area mapping which studied waterflows. This information had later appeared to end up as a designation for an undercurrent. Staff needed to be clear and upfront on the purpose of studies or investigation. Councillor McKay noted that unfortunately whatever data was collected became public and could be used for later studies that had not been anticipated at the time. G Cleary noted that the Council had just decided to investigate rural and urban drainage rating. A number of years ago the Council did quite a big exercise to look at all the three water rating areas, which would lead up to the Long Term Plan. As part of that work staff would be engaging with Environment Canterbury staff as the Environment Canterbury rate for the Eyre River and for example the Ashley River for future river works. There were a whole lot of areas where people did not pay specified rates, and there was a very small nominal district wide flood rate that the Council charged which allowed them to do a bit however issues like undercurrents and naturally occurring waterways were excluded unless it was in a drainage area.

S Barkle asked if there was an update on the Woodstock Quarry. Councillor McKay noted that she was unable to comment as it was before the courts. Wednesday 8 March 2023 the Regulation Hearing Committee would

be deciding on the hearing panel and it would proceed through the normal Resource Management Act process.

## 6. **ADJOURNED BUSINESS**

Nil.

## 7. **REPORTS**

### 7.1. **Public Engagement on Wolffs Road Suspension Bridge – H Belworthy (Greenspace Landscape Architect)**

H Belworthy spoke to the report which sought approval to consult with the community on the preferred option to disestablish the superstructure of Wolffs Road suspension bridge.

T Fulton noted that the WSP report had offered two options. One to disestablish the superstructure and one to restore. He asked why staff had not considered a combination of the two options, given the heritage context of the bridge. He suggested removing the rotten timber and removing the debris around as the first step. If you considered the cost, the heritage values of the bridge and the integrity of the structure it seemed a better option. He noted that the Heritage New Zealand website stated that the Wolffs Road Suspension Bridge was an owner-built wire suspension bridge which dated back to the early 1930s and build immediately after WWII. The bridge had some defining features, it was fabricated from tram rails that had been taken from the streets of Christchurch when the transport board made the change from trams to buses, which was significant from a regional perspective. The suspension cables were purchased from the War Assets Realization Board. These materials were sourced from local farmers and local people as the Council would not support the construction of the bridge despite the fact that you could not cross the river anywhere between Oxford and No 10 Road. This bridge had unified the community and it was built by local people. It had real heritage integrity and a story behind it. He believed that the heritage fabric would not be retained if the suspension elements and removing the decking were removed and only the two towers retained. H Belworthy noted that she would need to check on what WSP had proposed but she believed that the suspension elements should be removed leaving the towers and with the budget to include signage to ensure that the history of the bridge was not lost.

T Fulton noted that he would like to preserve as much of the bridge as possible to encourage visitors and tourism to the area which would be helped to have some historic features in the rural communities. He thought that Council should investigate further to see if it was a viable option to maintain the suspension network of the bridge.

G Cleary explained that if only the timber element was removed then the bridge would not have sufficient support and the cables would swing around and could potentially hit the powerlines. There were actually three options one was to get rid of everything, the second was to leave the towers intact and remove the rest of the superstructure and the other was to fix the whole bridge up. What had not been asked was if there was a way of just prohibiting public access in a way that did not breach any health and safety regulations. He did not think there was an option to leave the bridge as it was as it was deteriorating and would become a hazard over time. There might be an option of deferring the matter by doing minimum maintenance and work to prohibit public access.

M Brown noted that the costings in the report were from 2021 and they would have gone up since then. He noted from his experience how hard it was to get

things into the Councils Long Term Plan and if the Board kept delaying a decision the minimum costs would continue to rise.

T Robson asked what option was being consulted on. H Belworthy replied that they were presenting the disestablishment of the superstructure and signage on the historic nature of the bridge and asking for the public's feedback.

Moved: M Brown                      Seconded: T Fulton

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 221118200953.
- (b) **Approves** public engagement to be carried out by staff on the preferred option to disestablish the superstructure of Wolffs Road Suspension Bridge.
- (c) **Notes** that engagement was proposed to be carried out in late March and April 2023.
- (d) **Notes** an evaluation report for the bridge had been undertaken by WSP on 15 April 2021 (210416061922) which included options costed out for either repair or disestablish of the bridge.
- (e) **Notes** that any cost figures in the 2021 report had likely increased. These cost figures would need to be reassessed at a later date.
- (f) **Notes** there was currently no funding for either option, funding would need to be sought via the Council Annual Plan or Long Term Plan process and/or through external funders.
- (g) **Notes** that staff would work with Heritage NZ on requirements under the Heritage New Zealand Pouhere Taonga Act 2014.

**CARRIED**

*It was agreed that the Board meeting should adjourn at 8:07pm to enable the Board to have a workshop about on the Roothing Capital Works Programme.*

Moved: T Robson                      Seconded: M Brown

**THAT** the Oxford-Ohoka Community Board:

- (a) **Agrees** to adjourn the Board meeting to enable the Board to hold a workshop on the Roothing Capital Works Programme

Moved: T Robson                      Seconded: M Brown

**THAT** the Oxford-Ohoka Community Board:

- (a) **Agrees** that the Board meeting be reconvened.

*The Board meeting reconvened at 8:37pm.*



7.2. **Appointment of a Representative to the Community Liaison Group – K Rabe (Governance Adviser)**

The report sought the appointment of a Board representative to the Community Liaison Group (Canterbury Landscapes).

There were no questions on this matter.

Moved: N Mealings                      Seconded: T Fulton

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 230222024028.
- (b) **Appoints** Board Member S Barkle as its representative and liaison person to the Community Liaison Group.

**CARRIED**

7.3. **Approval of the Oxford-Ohoka Community Board Plan 2022-25 – K Rabe (Governance Adviser)**

The report sought the adoption of the Oxford-Ohoka Community Board's Plan 2022-25. It was noted that Members had been given opportunity to make changes and amendments prior to adoption.

N Mealings queried if all her Committees should be listed on page 9 and after a brief discussion it was decided that only local groups should be reflected.

Moved: M Brown                      Seconded: S Barkle

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 230124008528.
- (b) **Approves** the Oxford-Ohoka Community Board Plan 2022-25 (Trim: 230222024481).
- (c) **Authorises** the Chairperson to approve the final version of the Oxford-Ohoka Community Board Plan 2022-25, if any further minor editorial corrections are required.

**CARRIED**

7.4. **Retrospective Ratification of the Oxford-Ohoka Community Board's submission on Woodstock Quarries Ltd Resource Consent Applications – Kay Rabe (Governance Advisor)**

The report sought the retrospective ratification of the Board's submission to the Woodstock Quarries Ltd Resource Consent Applications.

G Cleary stood back from the table and took no part in the discussion or decision on this matter.

Moved: S Barkle                      Seconded: M Wilson

**THAT** the Oxford-Ohoka Community Board:

- (d) **Receives** report No 230215020098.
- (e) **Retrospectively ratifies** its submissions on Woodstock Quarries Ltd Resource Consent Applications (Trim 221223222019).

**CARRIED**

## 8. **CORRESPONDENCE**

Nil.

## 9. **CHAIRPERSON'S REPORT**

### 9.1. **Chairperson's Report for February 2023**

- Attended a meeting at Ashley Gorge.
- Attended the Swannanoa Fair.
- Had a meeting with Andrew Schulte around the Woodstock quarry resource consent – Andrew was currently going through the process of trying to find some experts to amplify the Boards submission. There was still no timeline as yet.

Moved: R Harpur                      Seconded: M Wilson

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** report (Trim. 230301027724) from the Oxford-Ohoka Community Board Chairperson.

**CARRIED**

## 10. **MATTERS FOR INFORMATION**

- 10.1. Woodend-Sefton Community Board Meeting Minutes 13 February 2023.
- 10.2. Kaipoi-Tuahivi Community Board Meeting Minutes 20 February 2023.
- 10.3. Rangiora-Ashley Community Board Meeting Minutes 15 February 2023.
- 10.4. Submission on the Review into the Future of Local Government – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 10.5. Ratification of the Council submission to variation 1 of the Proposed District Plan – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 10.6. Submission on the Water Services Legislation Bill and Water Services Economic Efficiency and Consumer protection Bill – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 10.7. Establishment of a Property Portfolio working Group – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 10.8. Review of Elected Member Conference and Training Policy – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 10.9. Health, Safety and Wellbeing Report January 2023 – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 10.10. UV Treatment Strategy and Rationale – Report to Council meeting 8 February 2023 – Circulates to all Boards.
- 10.11. Aquatics February Update – Report to Community and Recreation Committee meeting 21 February 2023 – Circulates to all Boards.
- 10.12. July 2022 Flood Response Update - Report to Utilities and Roading Committee meeting 21 February 2023 – Circulates to all Boards.

Moved: M Brown                      Seconded: S Barkle

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 to 10.12.

**CARRIED**

## 11. MEMBERS' INFORMATION EXCHANGE

### S Barkle

- Canterbury Landscapes site visit – good to see they had been keeping within their boundaries and seemed to be quite innovative with what they were doing.
- Had a meeting with Andrew Schulte and T Robson about the Woodstock quarry submission.
- Attended the Ohoka Mandeville Drainage Advisory Group meeting. Very robust discussion particularly about the Ohoka Stream.
- Attended the Ashley Gorge meeting – was good to see Jean Paul, he was doing a really good job keeping the grounds as they were, and it seemed like he was a very community minded person. He was a really great asset to that location.
- Attended the Swannanoa School Fair – acknowledge the mammoth undertaking from the fair committee, it was a shame about the weather. It seemed like they were still looking to have made a third down what they usually would make.

### T Fulton

- Waimakariri Water Zone Committee meeting – had a presentation from a supplier of a portable water quality analysis kit, they saw it demonstrated. Discussion on who was responsible if water from private water supply was deemed questionable. Were problems with the water supply, given that there could be more than one family affected or was there an expectation based on the sample results that Waimakariri District Council or Environment Canterbury would do something.
- Attended, with Councillor Goldsworthy, an introduction to district planning and regulation with staff and found it really useful as a new Councillor.

### R Harpur

- Attended Mandeville Sports Club meeting.
  - Good to welcome the new Council representative N Mealings.
  - There was a good turnout of club representatives.
  - Summer sports were starting to wind down and winter sports were ramping up.
  - The big talking point was the asbestos, and it was getting removed.
  - The women's toilets had been painted.
- Attended Ohoka Mandeville Rural Drainage Advisory group meeting.
  - Commended Council staff's handling of a difficult meeting.
  - Meeting with people from the north side of Tram Road that had the drains going through their properties in Millfield and Sandona and they were upset about some of the maintenance that was happening in the urban areas. They were also upset about the Mandeville diversions.
- Attended Swannanoa School Fair.
- Attended North Canterbury GreyPower meeting.
  - There was a meeting with Mayor Gordon with the executives on the matter of footpaths. They were quite adamant that they were for pedestrian traffic and that scooters should be kept off.
  - Power prices were a big issue for the elderly – most of them used GreyPower electricity but the numbers of membership had decreased by more than half.
  - There was a big discussion around call centres a lot of the elderly had issues understanding some of the accents.
  - Health was the main concern and it seemed like the report was that the Rangiora Health Centre had been put on hold.  
S Barkle noted that there was a bit of a hold up because of a potential addition to the hub so there was a delay, but it could be for the benefit of everybody.

**M Brown**

- Congratulated the Chairperson on the Boards Facebook page.

**P Merrifield**

- Attended the Diversion Road meeting.
- Went to the Ashley Gorge – good to see how good it was looking and how well it was being maintained.
- Attended the Swannanoa Fair.

**M Wilson**

- Had some enquiries about Amuri Net and whether it was going to continue down Bradleys and no it was not.
- Attended the Swannanoa Fair – great to see the community showing up despite the weather.
- Worked on the submission for the smoked tobacco regulatory scheme – did quite a bit of research about what was going on because there was a lot of concern that those vape shops were popping up along routes where students were heading to school. There was a survey done in 2022 at three schools in the North Island and she found it significant was that 45% for students started vaping because someone shared their vape with them at school. In year nine 75% of students had not tried vaping but by the time they got to year thirteen there was only 40% who had not tried it. There had also been a noticeable drop in smoking as a result, but vaping was never intended for those under eighteen.

**N Mealings**

- Council Meeting 7 March 2023.
  - The Council had decided to establish a Drainage and Stockwater Rating Working Group to investigate options of the possibility of having a district wide drainage rate. It would only be looking at rural drainage because at this point rural drainage and stock water was not included in the Governments Three Waters. The Working Group consisted of Mayor Gordon and Councillors Fulton, Mealings and Williams and Council staff members Jeff Millward, Gerard Cleary and support from the Finance, Rating and 3 Waters teams.
- Canterbury Mayoral Forum Climate Change Action Planning Reference Group – First meeting of new regional group convened through the Canterbury Mayoral Forum to deliver a collaborative Canterbury Climate Partnership Plan.
- Council Session – Strategy / Master Plan – Interactive strategy workshop with Council and staff.
- Social Services Waimakariri Advisory Group – Bi-monthly meeting of district social service providers to network and collaborate on local issues. Includes representatives from AOD services, food banks, health, police, social work, community groups etcetera.
- Community Wellbeing North Canterbury Trust Board meeting.
- Utilities and Roading Committee meeting – Chaired the meeting. South Eyre Road next site for pavement rehabilitation starting early mid March 2023; Vegetation trimming being undertaken in Lees Valley; due to several planned works to be done on Ashley Gorge Road in the short term, Council staff were working with the contractor to see if works can be combined and done in one closure to minimise disruption. New stainless steel water storage tank (first of its kind in Waimakariri) at Mandeville finally under construction; Contractor will be reservoir sealing throughout the district including Oxford from March 2023; Council staff working hard to wrap up flood response investigations and maintenance from 2022 events by end of June 2023.

- District Planning and Regulation Committee meeting.
- Council Workshop – Chlorination update – despite works already undertaken, Council still must have demonstrably safe reservoir repairs, UV treatment from 24 June 2023, continuous water quality monitoring stations (online from 23 June 2023) or case is different.
- Community and Recreation Committee meeting – Marshall family bequest sculpture now installed in Ohoka Domain; Next Steps 'one-stop-shop' website launching 29 March 2023 and will replace Social Services Waimakariri and Altogether Hurunui websites to direct people to help.
- Natural Environment Strategy PCG meeting – progressing NES development.
- Canterbury Landscapes Supplies site visit – met with CLS staff and EDEAI members at composting plant. Good to see improvements in the site and open dialogue between staff and residents.
- Met with chair of Waimakariri Biodiversity Trust – discussed work of the Trust and what Waimakariri District Council was doing in that space.
- Council briefing and workshop session.
- Extraordinary Council meeting – to approve Draft Annual Plan to go out for consultation. Started at 14.6%, trimmed down to 5.97% average. Open 17 March to 17 April 2023.
- Mandeville Sports Centre all clubs meeting – discussed upcoming events / issues. Painting of changing rooms / toilets underway.
- Waimakariri Youth Council meeting – Guest speaker: Lesley Ottey / EcoEducate Planning launch of activation platform and mural at Dudley Park.
- Ohoka Mandeville Rural Drainage Advisory group meeting – first meeting of new term. D Nicholl re-elected as Chairperson. Three new members in attendance.
- Portfolio catch-up with staff - Waimakariri District Council working with other Canterbury Councils to develop a Climate Action Plan through the Canterbury Mayoral Forum. Currently undertaking a Climate Resilience Stock Take with Waimakariri District Council departments to update work done in 2019.
- Swannanoa Fair – Oxford-Ohoka Community Board staff at fair. Pleased to see the return of this great community event led by Swannanoa School. Unfortunate weather, but glad to see it did not deter people from coming.

## 12. **CONSULTATION PROJECTS**

### 12.1. **Pegasus Community Centre**

<https://letstalk.waimakariri.govt.nz/pegasus-community-centre>

Consultation closes Wednesday 15 March 2023.

The Board noted the consultation project.

## 13. **BOARD FUNDING UPDATE**

### 13.1. **Board Discretionary Grant**

Balance as at 28 February 2023: \$1,539.

### 13.2. **General Landscaping Fund**

Balance as at 28 February 2023: \$13,090.

The Board noted the funding update.

## 14. **MEDIA ITEMS**

15. **QUESTIONS UNDER STANDING ORDERS**

16. **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

**NEXT MEETING**

The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Wednesday 6 April 2023 at the West Eyreton Hall, West Eyreton.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9.28pm.

**CONFIRMED**

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

**MINUTES FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON WEDNESDAY, 8 MARCH 2023 AT 7PM.**

**PRESENT:**

J Gerard (Chairperson), R Brine, I Campbell, M Clarke, M Fleming, J Goldsworthy, L McClure, B McLaren (arrived at 7.10pm) and P Williams.

**IN ATTENDANCE**

G Cleary (General Manager Utilities and Roding), J McBride (Roding and Transport Manager), D Young (Senior Engineering Advisor), K Straw (Civil Projects Team Leader), S Morrow (Rates Officer), K Nutbrown (Communications and Engagement Advisor), E Belton (Youth Development Facilitator), T Kunkel (Governance Team Leader) and E Stubbs (Governance Support Officer).

Four members of the public were in attendance.

**1. APOLOGIES**

Moved: L McClure                      Seconded: M Fleming

**THAT** apologies for absence be received and sustained from K Barnett, J Ward and S Wilkinson

**CARRIED**

**2. CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

**3. CONFIRMATION OF MINUTES**

**3.1. Minutes of the Rangiora-Ashley Community Board – 15 February 2023**

Moved: J Goldsworthy                      Seconded: M Clarke

**THAT** the Rangiora-Ashley Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Rangiora-Ashley Community Board meeting held on 15 February 2023.

**CARRIED**

**3.2. Matters Arising (From Minutes)**

Nil.

**3.3. Notes of the Rangiora-Ashley Community Board Workshop - 15 February 2023**

Moved: J Goldsworthy                      Seconded: J Gerard

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** the notes of the Rangiora-Ashley Community Board Workshop held on 15 February 2023.

**CARRIED**

#### 4. **DEPUTATIONS AND PRESENTATIONS**

##### 4.1. **Environment Canterbury Draft Annual Plan 2023-24 – Councillor G Edge**

Environment Canterbury (ECan) Councillor Edge provided a quick overview of the ECan 2023/24 Draft Annual Plan. ECan was anticipating that the rates increase would be an average of 10%. The main drivers for the rate increase were public transport (including driver wage increases), initiatives to meet carbon emissions targets and flood recovery. In terms of impact on property rates, there would be a decrease in rates for rural properties and approximately \$44 and \$37 increase in rates for Rangiora and Kaiapoi urban, respectively.

J Gerard asked if any significant projects in the Draft Annual Plan would affect the Waimakariri District. Councillor Edge advised that the work in the Okuku River and the Macintosh Drain project was continuing.

P Williams questioned what the ECan rate increase was in the previous year. Councillor Edge noted that the rate rise had been 16.2%. He did not believe the rates increases were out of control, as increases could not just be based on inflation, because there were broad issues to address.

P Williams also enquired if ECan would be addressing silt build-up in the Kaiapoi River. Councillor Edge was unaware of any planned dredging of the Kaiapoi River, however, he undertook to follow up and report back.

In response to a question from P Williams, Councillor Edge advised that the bus patronage figures could be provided. He commented that the Express service was over-utilised while off-peak had low numbers. ECan had found that switching to smaller buses would not be practical. The MyWay model used by Metro Timaru was being investigated. J McBride advised that a report on bus usage would be submitted to the Utilities and Roding Committee for consideration at their next meeting.

##### 4.2. **Proposed Rangiora Town Cycleway**

Representatives from Rangiora PAK'nSAVE, James Flanagan and Rebecca Parish, raised concerns about the proposed Rangiora Town Cycleway Route. J Flanagan commented that there had been no meaningful consultation with PAK'nSAVE as a key business stakeholder in the area. Furthermore, it seemed that the railway crossing had not been included as part of the original integrated design but rather as an afterthought. He was concerned that cyclists would consider the cycleway as a 'safe' route, however, he believed the route had multiple risk points for the cyclists.

R Parish highlighted the following concerns:

- PAK'nSAVE had not been treated as a key business stakeholder.
- The cycleway would encourage more users through an industrial area, including primary school children.
- There was no sense in relocating the truck queuing lane for the cycleway, as it had just been relocated.
- The cycleway kerb was millimetres from the truck turning curves. Therefore, a path separated by a barrier kerb was not a sufficient risk mitigant.
- There needed to have been more focus on safety at the rail crossing at Railway/ Station/ Marsh Roads. The Council's approach appeared to be to secure the route in haste and sort safety afterwards. Safety should be considered before the detailed design phase.



In conclusion, R Parish stated that as a key affected stakeholder, PAK'nSAVE was being pushed through a process that they believed lacked due consideration and safety focus. Due to their concerns, PAK'nSAVE could not accept the cycle pathway.

B McClaren acknowledged PAK'nSAVE as a key cooperate citizen of Rangiora and enquired about the number of truck and trailer movements out of the loading zone. J Flanagan advised that there were 30 heavy vehicles a day on average, but it could vary.

R Brine noted that 24,000 vehicles used Southbrook Road per day, of which over 1,000 were heavy vehicles and asked what PAK'nSAVE believed the alternative location to the cycleway could be. J Flanagan commented that PAK'nSAVE was not in a position to answer. However, Southbrook Road had traffic lights and controlled turning, whereas Railway Road had no traffic management and uncontrolled turning of predominantly heavy vehicles.

J Gerard thanked J Flanagan and R Parish for speaking to the Board and highlighting their concerns.

*Item 6.2 "Approval of Scheme Design for Consultation – Transport Choices Project 2 – Railway Road / Torlesse Street / Coronation Street / Country Lane" was taken at this time. The Minutes have been recorded as per the agenda.*

## 5. **ADJOURNED BUSINESS**

Nil.

## 6. **REPORTS**

- 6.1. **Approval of Design – Transport Choices Project 4 – Rangiora On-Road Cycle Lane**  
– K Straw (Civil Projects Team Leader), A Mace-Cochrane (Project Engineer) and J McBride (Roading and Transport Manager)

D Young introduced the report noting that the on-road cycle lane was not intended as a safe passage for low-confidence cyclists. Instead, the route provided a continuous safe link through Rangiora, with the proposed works providing clear guidance along the path with coloured markings or symbols.

K Straw provided a comprehensive overview of the entire route using the Scheme Design Drawing of each section of the cycle lane. As part of his explanation, he highlighted refuges, parking changes, lane width, green slurry delineations and on-road painted cycle lanes, installation of separation devices, curve realignment and intersections. K Straw further explained that speedhumps would be installed to slow vehicle speed on the north and south approach to the Ashley Street/ Blackett Street roundabout, which was the recommended design approach following a coroner's investigation. By slowing vehicles, it provided cyclists with the opportunity to leave the cycle lane and join the road.

K Straw advised that a new kerb buildout would be constructed to allow cyclists to continue past any parked bus at the bus stop on the corner of Ashley and Burt Streets (rather than encouraging into the bus stop), maintain parking, and increase bus stop length. He noted that a carpark would be lost outside Lilybrook Village. However, the carpark was used mainly for staff parking, and there was ample off-street parking to accommodate patronage for shops.

L McClure asked if carparks would be lost outside Kip McGrath on Ivory Street. D Young confirmed that a carpark would be lost, however, there was another project planned to improve Ivory Street / Northbrook Road intersection.

M Fleming questioned the proposed education of the public regarding sharing the road with cyclists. K Straw agreed that education was needed, as there seemed to be little understanding of the New Zealand Road Code about the rights of cyclists.

I Campbell enquired about a possible shared path on the outside of the Blackett / Ashley Streets roundabout and the safety of cyclists merging with vehicles at the roundabout. K Straw noted that a Grade 3 cycleway was designed for fairly confident cyclists. The design for a cycle lane outside the roundabout was more significant than the design provided. D Young commented that while the application was new to Rangiora it was standard road design guidance and good practice. J McBride reiterated that the proposed design aligned with the Coroner's recommendations.

In response to a question raised by P Williams, K Straw confirmed that 40 carparks would be removed along the cycle route. P Williams further asked why allowance was made for two bus parking on the Ashley / Burt Streets corner when buses could park elsewhere, to which K Straw noted that it was an ECan requirement.

J Goldsworthy enquired about future plans for the Northbrook/ Ivory Streets intersection and if completing the cycle lane as part of future works would not be better. D Young explained that there was currently no budget in the 2021/31 Long-Term Plan for upgrading the Northbrook/ Ivory Streets intersection. However, it had been recognised as requiring attention and would be one of the projects brought to the Council for consideration. Concerning temporarily delaying a portion of the cycleway, he believed it was better to complete the lane from one end to the other, otherwise, it could confuse cyclists.

J Goldsworthy also asked about the previous parking survey and the average occupancy of carparks along the route. K Straw commented that some sites were seldom used while other areas were busy; it was, therefore, difficult to ascertain average occupancy. D Young commented that the team fully acknowledged the loss of carparks and sought to minimise the impact while trying to balance several issues.

Moved: J Goldsworthy

Seconded: R Brine

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 230131011985.
- (b) **Recommends** to the Utilities and Roading Committee that:
  - i. **Approves** the Design as per the Design Drawing Set (Trim 230216020671), noting that the staff would then implement the works.
  - ii. **Approves** the No Stopping Schedule as per the Schedule of No Stopping Restrictions (Trim 230217021456).
  - iii. **Notes** that staff would inform impacted residents and stakeholders prior to works being implemented.
  - iv. **Notes** that the works as designed would result in the loss of 40 on-street, car parking spaces, though out the length of the project, at the locations specified within the Schedule of No Stopping Restrictions (Trim 230217021456).
  - v. **Notes** that this project is funded through the "Transport Choices" funding stream (which was still subject to final signing and confirmation), and this requires that all works were completed by June 2024.

- vi. **Notes** that the funding agreement between Waka Kotahi and the Waimakariri District Council was dependent on the site having been through an independent Road Safety Audit process, which would proceed upon acceptance of this report, and that the safety audit may result in further minor design changes.

**CARRIED**

P Williams against

J Goldsworthy commented that there had been much work on the project, concentrating on safety. It was a Grade 3 cycleway for confident cyclists to use as a commuter thoroughfare. The Council was accommodating a modal shift, and while he did not necessarily agree, integrating cyclists on the road was required.

R Brine had witnessed many elderly residents on bicycles, and he also believed there was a need to consider less-confident cyclists. He trusted there would be feedback on the Blackett / Ashley Streets roundabout speedhumps, however, he accepted that the Council was heeding the advice of the Coroner. He was encouraged by plans for the realignment of the Northbrook Road/ Ivory Street intersection.

P Williams had concerns regarding the whole cycleway concept. He believed that children and young people should be kept off busy roads and that the Council had to think long-term and consider the proposed Eastern Bypass. He was concerned about removing car parks adjacent to the Rangiora Showgrounds as they were well utilised during events.

L McClure supported the motion, however, she urged that education should be provided about the Blackett / Ashley Streets roundabout as Rangiora High School students utilised it often.

6.2 **Approval of Scheme Design for Consultation – Transport Choices Project 2 – Railway Road / Torlesse Street / Coronation Street / Country lane** – K Straw (Civil Projects Team Leader), A Kibblewhite (Senior Project Engineer) and J McBride (Roading and Transport Manager)

D Young introduced the report noting that the cycleway was part of the Walking and Cycling Network Plan. Feedback showed that 82% of respondents favoured more significant spending on cycleways which was a strong mandate. He noted the increase in cyclists and improved cycle access to Christchurch. The report's purpose was to request the Board to recommend the scheme design of the cycleway for public consultation. Once the concept was approved by the Council's Utilities and Roading Committee, staff would undertake further consultation (where PAK'nSAVE would be recognised as a key stakeholder) and proceed to detailed design. An essential part of the process would be an independent Road Safety Audit.

D Young explained that letters were dropped in every mailbox along the proposed route, including every business. However, he acknowledged that the communications with stakeholders may have needed to be more thorough. D Young briefly explained the background to selecting the route and noted that this route was the better option compared to the other routes considered. However, he noted the concerns raised by PAK'nSAVE regarding the proposed cycle route.

K Straw provided a comprehensive overview of the entire route using the Scheme Design Drawing of each section of the cycle lane. He also tabled revised drawings for part of the route and explained changes. As part of his justification, he highlighted path type, path width, required tree removal, intersections, berms and kerbs, parking changes and traffic signals.

M Fleming asked for clarification on the low kerb separating trucks and cyclists outside PAK'nSAVE. K Straw explained that it would be a standard kerb and channel which was about 130 millimetres high and would therefore not prevent heavy vehicles from driving over the kerb. Other options may be to increase the kerb height or to install physical barriers, however, that area was very constrained.

In response to questions, D Young provided further details on the status of the Marsh/ Station/ Railway Roads intersection, he noted that KiwiRail had previously undertaken a safety investigation, however, it required a refresh. The challenges at the intersection would be difficult to resolve, as it may require land purchases. However, there was budget provision for upgrading the intersection in the later years of the 2021/31 Long Term Plan that could be brought forward. Therefore, he did not believe the intersection should be a consideration to not progress with the route.

P Williams also questioned which groups had provided feedback – cycle groups or the general public. D Young explained that a comprehensive flyer had gone to every letterbox to consult the wider public. There had been a wide range of submissions from organisations and individuals, which the Council considered.

P Williams questioned if the cycleways were potentially giving children a false sense of security. D Young acknowledged there were challenges with the route, however, he reiterated that compared to other routes, this route was considered the safest option.

P Williams enquired about the removal of car parking on Country Lane. D Young acknowledged parking around Southbrook Park was a challenge especially during touch rugby session. It was likely cars would stretch another four to five cars further along the side streets.

J Goldsworthy asked about the critical safety differences on the various routes considered. D Young explained that a multicriteria analysis had been conducted, which could be provided to the Board. The various options were evaluated against approximately ten criteria through a robust process involving several staff members. A summary of the analysis had been provided to the Board and Council previously. There had been a clear preference for the current route resulting from the analysis.

R Brine sought clarity if it would be possible to approve the route as a 'Scheme Concept' rather than a 'Scheme Design'. D Young believed that was an option, he noted that the Council would halt the process if they felt the risk could not be mitigated. However, they did believe risks could be mitigated, which would be shown in the detailed design phase.

R Brine asked about future consultation, and D Young confirmed that the Council planned to contract every business and individual on the route. K Straw advised that the upcoming report to the Council's Utilities and Roading Committee would include the Communications Plan.

I Campbell questioned if the Council had considered the ratio of cars to cyclists and the traffic flow of rural residents. D Young explained that they were expecting an increase in cyclists, however, they did not have data on that at this stage. Staff were aiming to mitigate cycleway impact on vehicle impediment to travel.

Moved: R Brine

Seconded: B McLaren

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 230131011979.
- (b) **Recommends** to the Utilities and Roding Committee that:
  - i. **Approves** the scheme Concept as per Scheme Concept Drawing Set (Trim 230216020650) for the purposes of consultation.
  - ii. **Notes** that staff would present the approved Scheme Concept to directly impacted residents and stakeholders for feedback.
  - iii. **Notes** that feedback from the consultation would be fed into the Detailed Design, and that the Detailed Design would be reported back to the Rangiora-Ashley Community Board in May 2023.
  - iv. **Notes** the Scheme Concept requires the removal of seven on-street, car parking spaces at the locations detailed within the Draft Parking Removal Schedule (Trim 230221023538), and that the final approval of any parking spaces to be removed would be included within the detailed design report in May 2023.
  - v. **Notes** that any parking to be removed as result of the Scheme Concept would be communicated directly with the immediate adjacent residents.
  - vi. **Notes** that the Scheme Concept required the removal of 12 existing street trees, which were required to be replaced in alternative locations as noted in the Draft Tree Removal Schedule (Trim 230223024638), and that final approval of the removal of any street trees would be included within the detailed design report in May 2023.
  - vii. **Notes** that this project was funded through the "Transport Choices" funding stream (which was still subject to final signing and confirmation), and this requires that all works was complete by June 2024.
  - viii. **Notes** that the funding agreement between Waka Kotahi and the Waimakariri District Council was dependent on the site having been through an independent Road Safety Audit process, which would proceed upon acceptance of this report, and that the safety audit may result in further minor design changes.

**CARRIED**

P Williams against

R Brine noted that the cycleway's design would be submitted to the Board for consideration in the future with hopefully solutions addressing the challenges. He was a frequent cyclist on Southbrook Road and noted that well-planned, safe cycle routes were essential. Supporting the 'Scheme Concept' would allow staff to consider options and valid points raised during consultation. He looked forward to the upcoming report.

B McLaren supported the motion, considering the number of vehicle movements on Southbrook Road compared to vehicle movements on Railway Road.

P Williams acknowledged the difficulty in retrofitting cycle lanes into existing infrastructure, however, he did not support the motion. He believed that cycleways needed to be safe for children as they gave a false sense of security, and children may expect cars to give way. He was also concerned about the extent of the previous consultation. In conclusion, he noted that figures from Christchurch City Council showed a decline in cyclists.

L McClure thanked the representatives from PAK'nSAVE and agreed that the Council needed to review the consultation process. She believed there needed to be a safety-first approach and noted that staff had much work ahead of them to provide a design that she would consider safe for children. M Fleming concurred that there was a need for more significant safety barriers and visibility for children.

J Goldsworthy supported the motion for further consultation and feedback from the community. In his opinion, the safety concerns were valid, however, he was reminded of the many robust conversations regarding routes and commended the work staff had put into the scheme.

M Clarke supported the motion, although he understood the concerns of PAK'nSAVE regarding the possible interactions between heavy vehicles and cyclists.

In his right of reply, R Brine noted that staff had acknowledged there was work to do and were going out to the community for feedback.

6.3 **Road Naming – Townsend Fields Stage Four** – S Morrow (Rates Officer – Property Specialist)

S Morrow briefly introduced the report, which requested the Board to approve road names for Townsend Fields Stage Four. He noted that if the Board did not care for the road names provided by the developer, they could select other names from the Community Boards pre-approved road names list.

Moved: P Williams

Seconded: L McClure

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 230223024989.
- (b) **Approves** the following road names for Townsend Fields Stage Four for four roads numbered one to four on the Plan of the Subdivision (Trim 230223024964).
  - i. Kelly Street
  - ii. Sutton Street
  - iii. Cathie Street
  - iv. McIntyre Place (Private ROW)
- (c) **Notes** that the Rangiora-Ashley Community Board may replace any proposed names with a name of its choice.

**CARRIED**

6.4 **Youth Council – Dudley Skate Park Mural Update** – Emily Belton (Youth Development Facilitator)

E Belton spoke to the report and highlighted that the project was youth-led and that the youth were engaged throughout the process. They were supported by the Squash Club, who approved the mural to be painted on their building. The Youth Council were excited to see progress on the skate park redevelopment.

Moved: P Williams

Seconded: B McLaren

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 220901151416.
- (b) **Notes** that design approval was being sought from the Waimakariri Public Arts Trust.
- (c) **Approves** the preferred option for completion of the mural, supported by the local artist, with the community engaged in aspects of its painting.
- (d) **Notes** that the Rangiora Squash Club had fully endorsed the project and gave full license to proceed with this youth-led approach.
- (e) **Notes** that a comprehensive Health and Safety Plan would guide this work, under the supervision of the Youth Development Facilitator.
- (f) **Notes** that \$3,000 in Creative Communities Funding had been allocated for the completion of this project. This provision was limited to a funding period which ended 31 March 2023.
- (g) **Notes** that Youth Council and Council staff would present to the Rangiora-Ashley Community Board an overview of mural design.

**CARRIED**

P Williams supported youth in the district and hoped there would be future Councillors among them.

J Gerard was pleased to see the enthusiasm for the beautification of the town. He requested E Belton to pass on the Board's gratitude to the Youth Council for spearheading the project.

6.5 **Application to the Rangiora-Ashley Community Board's 2022/23 Discretionary Grant Fund** – T Kunkel (Governance Team Leader)

T Kunkel spoke to the report, which requested discretionary grant funding for a Relay for Life fundraising event to be held in Rangiora. This inspiring community event allowed people to celebrate cancer survivors and carers, remember loved ones lost to cancer, and fight back by raising awareness and funds for the Cancer Society. Much of the work was done by volunteers, however, there were several unavoidable costs incurred in organising such an event, such as the hire of portaloos, lighting/ sound systems and a stage. This year the event would be held in Dudley Park, Rangiora, on Saturday, 1 April 2023 and was expected to attract approximately 50% of participants from the Rangiora-Ashley Ward.

T Kunkel confirmed that the application was brought by a Council staff member acting in his personal capacity as the Chairperson for the Rangiora Relay for Life Fundraising Committee. T Kunkel reminded the Board that they still had \$16,189 funding remaining for the remainder of the financial year.

Moved: L McClure

Seconded: B McLaren

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 230222023990.
- (b) **Approves** a grant of \$4000 to the Relay for Life Fundraising Committee towards the costs of hosting the Relay for Life event.

**CARRIED**

L McClure noted how difficult fundraising could be and it was a worthwhile charity. By minimising expenses, any funds raised could go to the organisation.

6.6 **Approval of the Rangiora-Ashley Community Board Plan 2022-25 – T Kunkel**  
(Governance Team Leader)

T Kunkel thanked all Board members for their hard work contributing to the Rangiora-Ashley Community Board Plan 2022-25. The Chairperson could approve any minor changes to the Plan in the final version.

Moved: B McLaren

Seconded: L McClure

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 230118005748.
- (b) **Approves** the Rangiora-Ashley Community Board Plan 2022-25 (Trim 230209016874).
- (c) **Authorises** the Chairperson to approve the final version of the Rangiora-Ashley Community Board Plan 2022-25, if any further minor editorial corrections are required.

**CARRIED**

L McClure thanked T Kunkel for her assistance with the plan.

7. **CORRESPONDENCE**

Nil.

8. **CHAIRPERSON'S REPORT**

8.1. **Chair's Diary for February 2023**

Moved: J Gerard

Seconded: J Goldsworthy

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 230301027983.

**CARRIED**



## 9. MATTERS FOR INFORMATION

- 9.1. Woodend-Sefton Community Board Meeting Minutes 13 February 2023.
- 9.2. Oxford-Ohoka Community Board Meeting Minutes 15 February 2023.
- 9.3. Kaiapoi-Tuahivi Community Board Meeting Minutes 20 February 2023.
- 9.4. Submission on the Review into the Future of Local Government – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.5. Ratification of the Council submission to variation 1 of the Proposed District Plan – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.6. Submission on the Water Services Legislation Bill and Water Services Economic Efficiency and Consumer protection Bill – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.7. Establishment of a Property Portfolio working Group – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.8. Review of Elected Member Conference and Training Policy – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.9. Health, Safety and Wellbeing Report January 2023 – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.10. UV Treatment Strategy and Rationale – Report to Council meeting 8 February 2023 – Circulates to all Boards.
- 9.11. Aquatics February Update – Report to Community and Recreation Committee meeting 21 February 2023 – Circulates to all Boards.
- 9.12. July 2022 Flood Response Update - Report to Utilities and Roding Committee meeting 21 February 2023 – Circulates to all Boards.

Moved: J Goldsworthy

Seconded: R Brine

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** the information in Items 9.1 to 9.12.

**CARRIED**

## 10. MEMBERS' INFORMATION EXCHANGE

### R Brine

- The Council approved the Draft Annual Plan, which included an average 5.97% rate rise.
- The Joint Solid Waste and Joint Landfill Committees had their inaugural meetings. It was a requirement that a representative from Christchurch City Council (CCC) had to chair the Joint Landfill Committee and Mark Peters was therefore elected as the new Chairperson. J Gough was the CCC representative to Transwaste and Grant Miller was the rural representative.

### J Goldsworthy

- Attended the Swannanoa Fair.
- Attended two catchups meeting with the Rangiora Promotions Association.
- Attended EcoEducate recycling bin audit.
- Attended Youth Council meeting.
- Attended meeting with Council's Civil Defence and Regulation staff.

### I Campbell

- Met with residents of Yaxleys Road, Loburn regarding stormwater issues.
- Contacted Council staff regarding War Memorial at the Loburn Domain.

**M Fleming**

- Noted the Waimakariri Access Group's upcoming accessibility training for Council staff.

**M Clarke**

- Briefly attended the Greypower meeting - the President of the local chapter had now been elected as the National President.
- Attended market day at St Johns and was able to assist residents with minor complaints through the Council's Service Request System.

**P Williams**

- Noted numerous Council meetings.
- Commented that living costs were increasing and people were now struggling to pay rates, he believed it was the Council's duty to help keep costs down.
- Still receiving comments regarding the problems with the road network in the district.

**L McClure**

- Attended the Festival of Colour.
- Referred to report included as part of the agenda.

**B McLaren**

- Referred to report included as part of the agenda.

**11. CONSULTATION PROJECTS****11.1. Pegasus Community Centre**

<https://letstalk.waimakariri.govt.nz/pegasus-community-centre>

Consultation closes Wednesday 15 March 2023.

**11.2. Huihui Mai – Greater Christchurch Partnership**

<https://www.greaterchristchurch.org.nz/>

Consultation closes Sunday 26 March 2023.

The Board noted the projects out for consultation.

**12. BOARD FUNDING UPDATE****12.1. Board Discretionary Grant**

Balance as of 28 February 2023: \$16,189.

**12.2. General Landscaping Fund**

Balance as of 28 February 2023: \$26,495.

The Board noted the Board funding upgrades.

**13. MEDIA ITEMS**

Nil.

**14. QUESTIONS UNDER STANDING ORDERS**

Nil

**15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil

**NEXT MEETING**

The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 12 April 2023.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 9.25PM.

**CONFIRMED**

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date





#### **4 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY**

##### **4.1 Environment Canterbury Draft Annual Plan – Councillor C McKay**

Councillor McKay noted that Environment Canterbury's Draft Annual Plan had gone out to the public for engagement with a 10% rate rise which was based on the decisions made in Environment Canterbury's Long Term Plan, which had predicted a 4.6% rise. Staff had recommended a 7.2% inflationary increase by making efficiencies, delaying, or deferring some programmes or scaling back some programmes. C McKay acknowledged the work done by Environment Canterbury staff to keep the rate rise at 10%. Valuation for Waimakariri both urban and rural properties went up but the percentage increase was higher for urban, with a slight decrease for the rural landowners.

P Redmond noted that he was a member of the Ashley River Rating Committee. The rate increase for this area was around 2%, which was minimal, and the Environment Canterbury River Engineer had said that the assets were in good condition. P Redmond was hoping that the rest of the district may have had a similar percentage increase. Councillor McKay stated that she would have liked the rate rise to be lower however you had to be realistic about the world and the environment. Wages were going up and with inflation and the cost of living increases seen in recent times it was inevitable that rates would also rise. The shortage of bus drivers was impacting on public transport and the service that Environment Canterbury was able to provide.

P Redmond noted that the Government had made an announcement of approximately \$50 million to assist bus drivers and public transport in Canterbury. He asked if that was going to have any impact on Environment Canterbury's budgets. Councillor McKay understood that the funding was mainly related to infrastructure rather than wages and attracting new drivers.

B Cairns noted that Councillor McKay had said she was not happy with the 10% increase. He asked if there was anything that she would suggest to Environment Canterbury staff or Councillors that could reduce the increase of 10% or was there anything that could be cut to limit the increase. Councillor McKay said that previously she had been vocal regarding wise investment, prioritizing and delaying or deferring projects. Environment Canterbury staff had come back to the Council with efficiencies where staff thought they could reduce the rate increase by three or four percent and they were also looking at which projects could be delayed or deferred by reworking their current programmes to provide the level of service and the outcomes the community expected.

A Thompson commented on the lack of usage of the buses from Waikuku Beach and between Woodend/Pegasus and Rangiora, which the Board had encouraged Environment Canterbury to provide and enquired if Councillor McKay had any ideas on how to encourage residents to use the buses. Councillor McKay noted in the 2022/23 Environment Canterbury Annual Plan they introduced a fare trial which proposed a flat rate across Selwyn, Waimakariri and Christchurch City and also some discounted or targeted fees for under 25s, tertiary students and children. Government had then provided the 50% reduction to all fares. Therefore Environment Canterbury had delayed its fare trial until such time when the Government's subsidy was finished. This funding was still available for the trial when it was needed. Timaru had introduced the 'My way' service which was like an Uber which was going very well.

S Powell asked if there were any savings from the government subsidy being extended which meant the fare trial had not started as proposed included in the rates for this Annual Plan. Councillor McKay noted that people were rated in 2022 to enable the trial to be run which amounted to approximately \$5.7 million of public transport funds. These funds were now set aside in the

reserve budget and had not been spent. It would be carried forward and used for its intended purpose when the Governments subsidy had been stopped.

S Powell noted that the Environment Canterbury Draft Annual Plan 2023/24 had a lot of targets listed and asked if there was anywhere that people could see if and how the targets had been met. Councilor McKay noted that results were released in the Annual Report which came out in December of every year.

S Powell noted that over the last six years taking into account the proposed increases for the 2023/24 year, the passenger transport rates for urban areas in Waimakariri had risen by 295%. There had been an increase in service with the Park and Ride express buses for Kaiapoi and Rangiora. However, when discussing the new 97 Route between Woodend/Pegasus and Rangiora the Board was told that it had to be kept within the service level of the 95 Route cost with no increase in budget. She acknowledged a lack of uptake in public transport but believed that this would be improved if the 97 bus could detour into the Ravenswood commercial area and the route was extended within Pegasus. The last time she asked for this improved service she was told that it would cost a further \$1 million. Councillor McKay noted that there would be a review of schedules and routes in the near future.

#### 4.2 **Woodend War Memorial Proposed Planting Plan – John Archer**

J Archer noted that before he became involved with the Lions, he was watching the war memorial being installed and thought it looked like it was sitting in the middle of a paddock. He believed the memorial needed to have a backdrop of plantings. He had developed a planting plan which he had presented to the Council's Greenspace Unit with a request for the planting plan to be implemented. The Lions Club had agreed to purchase the plants on condition that the Council planted and maintained them. He noted that he had received a response from staff informing him that there were some issues regarding visibility and watering for the number of plants involved. He pointed out that the plants around the base of the memorial, in his plan were trees that were more likely to conserve water. He requested the Board's support of his planting plan.

The Chair of the Woodend/Pegasus Lions Club, I Lennie noted that the Lions believed that this project would finish off what they had achieved with the memorial site, and it was another contribution by the Lions to beautify a community area. They were happy to fund the purchase of the plants.

K Rabe noted that this matter had been brought to the Board previously and advice received from the Council's Greenspace team was that a resource consent would need to be obtained for the planting to go ahead. This would generate a cost which the Board could not fund.

P Redmond suggested that there could be an opportunity to apply to the Council for a fee waiver for the resource consent. T Tierney confirmed that a sub-committee had recently been set up however, there was an application process to follow.

S Powell noted that she believed that this area should be kept as clear as possible to enable the holding of relevant memorial services at the site.

A Thompson thanked J Archer and the Lions for their work and generous offer and requested that staff provide a report on the matter prior to making any decision.

## 5 **ADJOURNED BUSINESS**

Nil.

## 6 REPORTS

### 6.1 Approval of Scheme Design for Consultation – Transport Choices Project 3 – Woodend to Pegasus Footpath – K Straw (Civil Projects Team Leader), A Mace-Cochrane (Project Engineer) and J McBride (Roading and Transportation Manager)

D Young spoke to the report noting that the Council had undertaken a lot of work over the last two years in relation to establishing a link between Woodend and Pegasus. This culminated in the adoption of the cycleway network plan in 2022 which identified a number of routes around the district which were prioritised for construction. Since that time the Council had made a successful application for Waka Kotahi funding to enable a start to be made on cycleways that met its criteria. This meant that some of the priority one cycleways would be able to be advanced. D Young noted two separate routes could now be designed and constructed with the funding received. The Woodend to Ravenswood cycleway would be on the western side of SH1 and if there was sufficient funding a separate walkway from Woodend to Pegasus could be considered on the eastern side of SH1.

K Straw explained the details of the cycle lane through the entire route using the scheme design drawings to provide a comprehensive overview for the Board through each section of the route. As part of his explanation, he highlighted refuges, parking changes, lane width, green slurry delineations and on-road painted cycle lanes, installation of separation devices, curve realignment and intersections.

P Redmond asked if there was insufficient width on the eastern side of the Highway in Woodend due to the drain for the cycleway to be built. K Straw noted that the Council would need to pipe the drain and potentially underground the overhead powerlines to ensure sufficient width and there would still be pinch points along the path. D Young noted that staff preferred the western side so as to avoid crossing State Highway One.

P Redmond then enquired if the powerlines were undergrounded would that be a solution as opposed to having the drain piped. K Straw believed that both piping the drain and undergrounding the powerlines would need to be done to ensure enough width. The current proposal utilised existing seal which gave a good 2.5 metres of unobstructed pathway.

K Straw noted that people had been parking up against the hedge and reversing out onto the highway outside St Barnabas Church which was not ideal. The proposed plan extended the path against the hedge and converted the current parking to parallel parking. S Powell noted that this parking was utilised by the Church during funerals and they should be consulted. D Young noted that staff saw the Church as a significant stakeholder and would be speaking with them about their needs.

A Thompson asked, if the land on the north side of the Church closest to the Ravenswood Development, was owned by the Council or was it going to be utilised by the Council as a stormwater pond. If not then there may be an opportunity for land swap with the church by giving them the land for overflow parking while utilising the land in the front of the church for the cycleway. D Young noted the Ravenswood Development owned the land.

Moved: A Thompson

Seconded: P Redmond

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 230131011989
- (b) **Recommends** to the Utilities and Roading Committee that it:
  - i. **Approves** the Scheme Design as per Attachment i of this report for the purposes of consultation.
  - ii. **Notes** that staff will present the approved Scheme Design to directly impacted residents and stakeholders for feedback.
  - iii. **Notes** that feedback from the consultation will be fed into the Detailed Design and that the Detailed Design will be reported back to the Community Boards and the Utilities and Roading Committee in May 2023 for their approval before procurement begins.
  - iv. **Notes** that the Scheme Design will be distributed to Greenspace's Landscape Architect for comment around amenity options, which will be fed into the Detailed Design and reported back to the Community Board, and Utilities and Roading Committee.
  - v. **Notes** that the Scheme Design requires the removal of 40 on-street car parking spaces at the locations detailed within the draft parking removal schedule included as attachment iii. of this report, and that the final approval of any parking spaces to be removed will be included within the detailed design report in May 2023.
  - vi. **Notes** that any parking to be removed as a result of the Scheme Design will be consulted directly with the immediately adjacent residents.
  - vii. **Notes** that staff have designed two links; one as a connection to Pegasus and one as a connection to Ravenswood. Both of these are on the approved Network Plan, however the Transport Choices Funding application only allowed for the Ravenswood connection.
  - viii. **Notes** that the Pegasus footpath connection will only proceed if there is adequate budget to do so.
  - ix. **Notes** that staff are working closely with Waka Kotahi to coordinate this cycleway project with the planned Woodend Safety Improvement project that is currently being designed.
  - x. **Notes** that this project is funded through the "Transport Choices" funding stream (which is still subject to final signing and confirmation), and this requires that all works is complete by June 2024.
  - xi. **Notes** that the funding agreement between Waka Kotahi and the Waimakariri District Council is dependent on the site having been through an independent Road Safety Audit process, which will proceed upon acceptance of this report, and that the safety audit may result in further minor design changes.



- xii. **Notes** a small corner snipe of land may be required for the purposes of constructing the cycleway, and that staff upon approval of this report will enter negotiations with the relevant land owners to purchase the required land, noting that a report approving purchase will be brought back to Council.

#### **CARRIED**

P Redmond commented that linkages between communities was something the Board had been advocating for and it was good to see progress. It was not the perfect plan in some respects, and he did not like cycleways too close to main roads nor the loss of forty car parks either however on the other hand, the benefit of connectivity outweighed the negatives.

S Powell noted linking communities was something the Board had pushed for a long time, so it was fantastic that staff were in a position to obtain funding. She acknowledged there were compromises which were disappointing like the link through Ravenswood to Pegasus and the delay in a path between Pegasus and Woodend alongside SH1.

B Cairns believed that with the growth of Ravenswood, the expansion of business that it was wonderful that the pathway was acknowledged as a high priority. This plan was a pragmatic way of solving the problems of moving residents and school children round the district safely.

#### 6.2 **Approval of Scheme Design for Consultation – Transport Choices Project 1 – Woodend to Kaiapoi Cycleway - K Straw (Civil Projects Team Leader), A Mace-Cochrane (Project Engineer) and J McBride (Roading and Transportation Manager)**

D Young noted that staff had considered the gap in the cycleway between Project 3 and Project 1. Project 3 culminated at the new traffic lights proposed at Woodend Road. Existing cycleways ran down both sides of SH1 between Woodend Road and School Road where there were also traffic lights. Staff felt that the connection in the middle was well catered for in terms of people who were coming up in either direction had the opportunity to cross the road at both ends of that stretch.

K Straw explained the details of the cycle lane through the entire route using the scheme design drawing set to provide a comprehensive overview for the Board through each section of the cycle lane. As part of his explanation, he highlighted refuges, parking changes, lane width, green slurry delineations and on-road painted cycle lanes, installation of separation devices, curve realignment and intersections.

S Powell enquired where the speed review of Smith Street was at as a speed limit of 50 km/h would be safer for the crossing point at Smith Street. At present some vehicles could still be travelling quite fast at that point as the speed limit change was reasonably close to there. It was noted that the review was to come to the Kaiapoi-Tuahiwi Community Board the following week.

P Redmond asked if staff had considered the vehicles that used the Mill in Kaiapoi which stored approximately 500 caravans. There were also trucks that were required to use the entrance ways and enquired if the refuge in Ranfurly Street would allow for the current vehicle movement. There was also a raised platform on Dale Street, which could have implications for large trucks and towing vehicles. K Straw noted that staff would check that the refuge opposite Dale Street would not obstruct turning vehicles.

P Redmond enquired if there were any properties that had land on both sides of the Old North Road paper road. K Straw noted that Waka Kotahi owned all

the property on the corner of Williams Street and would be purchasing a portion of the neighbouring property.

P Redmond asked where access to the Pineacres Holiday Park would occur. K Straw noted that access to the camp would be off Williams Street.

S Powell asked if there would still be parking for trucks that currently parked along State Highway One just north of Pineacres. K Straw replied that the parking would still be available.

P Redmond asked for clarification on where the Woodend Bypass was proposed to start at its southern end. K Straw noted that it would run through the land parcel owned by Waka Kotahi on the corner of State Highway One and Williams Street and into the back of the Ready Mix property.

S Powell observed that on some other paths where they crossed rural driveways there could loose gravel and shingle e brought onto the cycleway. She asked what could be done at Ready Mix to mitigate and lessen the impact as this was even more likely and could cause damage both to the cycleway and to tyres of bicycles. K Straw noted that normally, if there was an unsealed vehicle entrance, Council would seal it a few metres either side of the cycleway, however with this particular scenario the Council may have to look at sealing part of the internal road system.

P Redmond asked if there would be security fences beside the cycleway for Ready Mix. K Straw noted both Ready Mix and properties along State Highway One expressed concern regarding privacy and safety concerns with opening up the road reserve to the public therefore security fencing and privacy planting was included as part of the project.

S Powell asked if there had been any thought given to formalising the link between the Jill Creamer Trail through Copper Beech to connect with Petries Road and then the Gladstone Road path as this would provide a safe path between the new cycleway and Pegasus and also Waikuku Beach. J McBride noted that it would have to be a separate project.

Moved: S Powell                      Seconded: R Mather

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 230131011994.
- (b) **Recommends** to the Utilities and Roading Committee that it:
  - i. **Approves** the Scheme Design as per Attachment i of this report for the purposes of consultation.
  - ii. **Approves** the implementation of a "Give Way" priority control at the Sandhills Road / Fullers Road intersection, giving the Sandhills Road traffic priority.
  - iii. **Notes** that the Scheme Design is based on an Off-Road shared Path for the full length of Old North Road.
  - iv. **Notes** that staff will present the approved Scheme Design to directly impacted residents and stakeholders for feedback.
  - v. **Notes** that district wide consultation completed mid 2022 included two options to get this cycleway from Smith Street to Pineacres, and that "Option B" is the option preferred by staff and recommended within this report.

- vi. **Notes** that feedback from the consultation will be fed into the Detailed Design, and that the Detailed Design will be reported back to the Community Boards and the Utilities and Roading Committee in May 2023 for their approval before procurement begins.
- vii. **Notes** that any parking removal as result of the Scheme Design will be consulted with the immediate adjacent residents.
- viii. **Notes** that upon acceptance of this report, the Council's Property Team will commence work with various stakeholders to create new easements as required to allow the route to progress, and that the relevant stakeholders are willing to support the project.
- ix. **Notes** that staff are working closely with Waka Kotahi to co-ordinate this cycleway project with the planned Woodend Safety Improvement project that is currently being designed.
- x. **Notes** that this project is funded through the "Transport Choices" funding stream (which is still subject to final signing and confirmation), and this requires that all works is complete by June 2024.
- xi. **Notes** that the funding agreement between Waka Kotahi and the Waimakariri District Council is dependent on the site having been through an independent Road Safety Audit process, which will proceed upon acceptance of this report, and that the safety audit may result in further minor design changes.
- xii. **Notes** a small piece of land will be required for the purposes of constructing the cycleway, and that staff upon approval of this report will enter negotiations with the relevant landowners to purchase the required land, noting that a report approving purchase will be brought back to Council.

**CARRIED**

S Powell thanked the staff, for the detailed report and acknowledged that this had been a huge amount of work and thanked staff for accessing the required funding to progress this work.

6.3 **Application to the Woodend-Sefton Community Board's Discretionary Grant Fun 2022/23 – Kay Rabe (Governance Advisor)**

K Rabe spoke to the report noting that the funding was for a very good cause.

P Redmond noted the discrepancy between the funding application request for \$250 and the report which noted the amount as \$500. The Board agreed that as this project was a good cause and would benefit many in the district it was pleased to allocate the full \$500 shown in the report.

Moved: P Redmond

Seconded: B Cairns

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 230302028655.
- (b) **Approves** a grant of \$500 to the Relay for Life Fundraising Committee towards the costs of hosting the Relay for Life event.

**CARRIED**

P Redmond commented that it was a good cause. He was sure the applicant would be pleased with the extra \$250.

6.4 **Approval of the Woodend-Sefton Community Board Plan 2022-25 – K Rabe (Governance Advisor)**

K Rabe spoke to the report noting that she had received one change from the Council's Management Team, on page eight to add a paragraph about Councillors Atkinson and Blackie being a part of the Ward but the Board had opted to have them be non-speaking members.

R Mather advised of some typos within the plan.

Moved: S Powell                      Seconded: R Mather

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** report No. 230124008518.
- (b) **Approves** the Woodend-Sefton Community Board Plan 2022-25 (Trim: 230301028039).
- (c) **Authorises** the Chairperson to approve the final version of the Woodend-Sefton Community Board Plan 2022-25, if any further minor editorial corrections are required.

**CARRIED**

7 **CORRESPONDENCE**

Nil.

8 **CHAIRPERSON'S REPORT**

8.1 **Chairperson's Report for February 2023**

- Attended the first workshop of the Integrated Transport Strategy – talked about Vision 2035 and having choices on how we travelled. They looked at earlier community feedback from the Boards area and the need for the Woodend Bypass and more frequent public transport. For the rural areas it was about modal choices. The workshops also dealt with the challenges and opportunities for the future, priorities for land use, integration and housing intensification, road safety, congestion, and parking management. Modal priority and public transport and the freight network was also discussed.

Moved: S Powell                      Seconded: P Redmond

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (TRIM: 230307031085).

**CARRIED**

9 **MATTERS FOR INFORMATION**

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 15 February 2023.
- 9.2. Rangiora-Ashley Community Board Meeting Minutes 15 February 2023.
- 9.3. Kaipoi-Tuahivi Community Board Meeting Minutes 20 February 2023.

- 9.4. Submission on the Review into the Future of Local Government – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.5. Ratification of the Council submission to variation 1 of the Proposed District Plan – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.6. Submission on the Water Services Legislation Bill and Water Services Economic Efficiency and Consumer protection Bill – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.7. Establishment of a Property Portfolio working Group – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.8. Review of Elected Member Conference and Training Policy – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.9. Health, Safety and Wellbeing Report January 2023 – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.10. UV Treatment Strategy and Rationale – Report to Council meeting 8 February 2023 – Circulates to all Boards.
- 9.11. Aquatics February Update – Report to Community and Recreation Committee meeting 21 February 2023 – Circulates to all Boards.
- 9.12. July 2022 Flood Response Update - Report to Utilities and Roading Committee meeting 21 February 2023 – Circulates to all Boards.

Moved: P Redmond

Seconded: B Cairns

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.12.

**CARRIED**

## **10 MEMBERS' INFORMATION EXCHANGE**

### **R Mather**

- Attended Grey Power meeting where concerns were expressed about footpath use and that they were for feet not wheels.
- Ronels Community Cuppa –Chris Brown (General Manager Community and Recreation) attended as a speaker to allow people an opportunity to ask questions before they submitted on the location of the Pegasus Community Centre.
- Waimakariri Access Group – very pleased to take part in the training day. It was very worthwhile and increased awareness of obstacles for disabled people.
- Went to the Woodend Methodist Church opening of their refurbished facilities – this was a good facility and available to everybody to hire.
- She asked what the next steps were for the Board in relation to Waka Kotahi and the request for a second entrance to Pegasus.

B Cairns asked if the idea was to have access to Gladstone Road. J McBride noted that the Council had made a decision regarding the opening of the 'emergency' entrance to Gladstone Road and it would require a decision from Council to reverse that now.

### **P Redmond**

- Attended a site visit at Kate Valley.

### **B Cairns**

- Attended a site visit at Kate Valley – enjoyed the visit. He was surprised by the methane and the generators that ran off it which powered around 4,000 homes. There was a proposal to put in more generators as the catchment of methane increased. Once the land fill was filled, they would keep generating electricity for another 25 years.
- Rangiora Promotions requested additional \$20,000 funding to keep the organisation running.
- Attended the Rural and Provincial Conference in Wellington – he felt that the quality of the staff was next level at the Waimakariri District Council.

## **11 CONSULTATION PROJECTS**

### **11.1 Pegasus Community Centre**

<https://letstalk.waimakariri.govt.nz/pegasus-community-centre>

Consultation closes Wednesday 15 March 2023.

### **11.2 Environment Canterbury Draft Annual Plan 2023/24**

<https://www.ecan.govt.nz/your-region/plans-strategies-and-bylaws/annual-plans/>

Consultation closes Monday 3 April 2023.

### **11.3 Huihui Mai – Greater Christchurch Partnership**

<https://www.greaterchristchurch.org.nz/>

Consultation closes Sunday 26 March 2023.

The Board noted the consultation projects.

## **12 BOARD FUNDING UPDATE**

### **12.1 Board Discretionary Grant**

Balance as at 28 February 2023: \$5,210.

### **12.2 General Landscaping Fund**

Balance as at 28 February 2023: \$13,090.

The Board noted the funding update.

## **13 MEDIA ITEMS**

## **14 QUESTIONS UNDER STANDING ORDERS**

Nil.

## **15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

S Powell acknowledged T Tierney; this was her last meeting with the Board. She thanked her for her contribution to the Board.

**NEXT MEETING**

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Tuesday 11 April 2023 at the Waikuku Beach Hall, 1 Bridge Street, Waikuku.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 8.13pm.

**CONFIRMED**

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

**Workshop (8:13pm to 8:30pm)**

- *Roading Capital Works Programme – J McBride (30 minutes)*
- *Members Forum*

**WAIMAKARIRI DISTRICT COUNCIL**

**REPORT FOR INFORMATION**

**FILE NO:** GOV-18 / 230329044162  
**REPORT TO:** Council  
**DATE OF MEETING:** 4 April 2023  
**FROM:** Dan Gordon, Mayor  
**SUBJECT:** Mayor's Diary  
 Wednesday 1 March – Monday 27 March 2023

**1. SUMMARY**

Attend regular meetings with the Chief Executive, Management Team and staff.

Wednesday 1 March	Meetings: Local Government New Zealand (LGNZ) National Council; Waitaha Primary Health Board; Communities 4 Local Democracy (C4LD) Oversight Group
Thursday 2 March	Meeting: LGNZ Rural & Provincial Sector, along with Councillors Cairns and Fulton
Friday 3 March	Meeting: LGNZ Rural & Provincial (continued)
Sunday 5 March	Meeting: Kaiapoi Art Expo Committee
Monday 6 March	Meetings: C4LD Oversight Group; Civic Financial Services Local Authority Protection Programme (LAPP) Board; Waka Kotahi and Council's Rooding Manager with business concerned by works proposed for Main North Road Woodend; with residents re SH1 Woodend concerns; attended drop-in session for Country Lane residents Presented: Council's submission on the Water Services Legislation Bill to Parliament's Finance and Expenditure Committee Hosted: Citizenship Ceremony, welcoming 26 new citizens
Tuesday 7 March	Interview: Compass FM Meetings: C4LD Oversight Group; Council agenda preview; Greater Christchurch Partnership (GCP) agenda preview; options for Ohoka Flying Fox (with staff); Chief Executive Review Committee; monthly meeting of Council
Wednesday 8 March	Meetings: Integrated Transport Strategy Stakeholder Group; Chair and CEO of Waimakariri Irrigation Ltd, with Council's Acting Chief Executive; NZRT12, with staff Attended: North Canterbury Soroptomists' Breakfast to mark International Women's Day; Woodend Volunteer Fire Brigade Recognition and Appreciation Evening; drop-in session re Pegasus Community Facility



	Hosted: afternoon tea for members of Zonta and guests to honour several Waimakariri women on Zonta Rose Day
Thursday 9 March	Interview: David Hill, North Canterbury News Meetings: Department of Corrections Senior Advisor - Community Engagement and Reintegration; resident re affordable housing; Community Board Chairs; briefing to Community Boards
Friday 10 March	Meetings: Mayor Phil Mauger; Local Government Steering Group on Resource Management Reform; Greater Christchurch Partnership (GCP) briefing to National Members of Parliament re Spatial Plan and Mass Rapid Transport Attended: LGNZ Seminar on Te Tiriti o Waitangi; announcement by Hon Minister Woods re Public Transport Futures funding
Sunday 12 March	Attended: and started Kaiapoi Fun Run; attend and spoke at the re-opening of the Woodend Methodist Church and Community Facility Speech: North Canterbury Pride Picnic in the Park, 5 <sup>th</sup> anniversary Assisted: on the BBQ at the Waimakariri Sailing Club following their river clean-up day
Monday 13 March	Meetings: C4LD Oversight Group; proponent of nanobubbler technology; Canterbury Rural Area Commander NZ Police; staff from Ombudsman's office
Tuesday 14 March	Interview: Compass FM Meetings: C4LD Oversight Group; Audit and Risk Committee; Extraordinary Council; briefings and Council workshops; GCP Huihui Mai Workshop
Wednesday 15 March	Attended and spoke at the inaugural North Canterbury Student Leaders' Forum Meetings: GCP agenda preview; resident re drainage issue; Waka Kotahi re Lineside Road and SH1 Woodend concerns, along with Councillors, Community Board members and Council's Roading Manager; residents re Ashley Cones Road, with staff Interview Panel for General Manager Planning, Environment and Regulation
Thursday 16 March	Meetings: with Councillor Redmond, GM Utilities and Roading and Roading Manager; Chair Waimakariri Health Advisory Group; Auckland and Christchurch City Councils re Mayors' Consensus on Three Waters Interview Panel for General Manager Planning, Environment and Regulation Attended: Lunch hosted by Kaiapoi RSA for Rear Admiral David Proctor, Chief of Navy; quiz fundraiser for the Cancer Society
Friday 17 March	Meetings: GCP Committee Subgroup; GCP Committee; CEO of Canterbury Employers' Chamber of Commerce, with Council's Acting Chief Executive; C4LD Oversight Group; briefing to Labour Member of Parliament re Huihui Mai - Greater Christchurch Spatial Plan and Mass Rapid Transport
Saturday 18 March	Meeting: RSA AGM Attended: Eats and Beats event; Reception on board HMNZS Manawanui along with Councillor Mealings

Sunday 19 March	Attended: and started the annual duck race at Tirikatene Park
Monday 20 March	Meetings: C4LD Oversight Group; Zoom with Councillors to provide an update on Three Waters; on-site with residents of Waikoruru Road, with Council's Roading Manager
Tuesday 21 March	Meetings: Minister of Local Government and representatives of other Councils re Three Water Reforms, at Parliament; post Ministerial meeting re Mayors' Consensus on Three Waters Interview: NewsTalkZB
Wednesday 22 March	Meetings: C4LD Plenary Group; Chief Executive Review Committee with Sheffield South Island; resident seeking support with welfare agencies; Auckland and Christchurch City Councils re Mayors' Consensus on Three Waters Attended: and presented awards at Rangiora High School Academic Awards Evening
Thursday 23 March	Meetings: On-site with Good St business owners and staff; Council's Civil Defence staff involved in the response to Cyclone Gabrielle Attended: and spoke at opening of the expanded LMA Timber operation (Martin Thompson); Kaiapoi Brownies' District event; Kaiapoi Community Hub Launch
Friday 24 March	Meetings: Mayor Bryan Cadogan re LGNZ Zone meeting plans; preparation for Anzac Day, with staff; developer and management of Rangiora Health Hub; Mayor Phil Mauger
Sunday 26 March	Attended: Club Day at The Willows; Clarkville Playcentre 50 <sup>th</sup> Anniversary
Monday 27 March	Interview: RNZ Morning Report Meetings: C4LD Oversight Group; proponent of a commuter train service; bi-annual discussion with residents of Charles Upham Village; Long Term Plan Project Control Group; resident re strategic relationship; Passchendaele Advisory Group

**THAT** the Council:

a) **Receives** report N°. 230329044162

Dan Gordon  
**MAYOR**